

Department of History: Standard Milestones for Masters by Dissertation Students - 2019-20 entry

Milestones	Criteria for progress	Deliverables	Deadline
M1: During year 1	A: Assess training needs and knowledge required to undertake research project and complete the thesis.	<ul style="list-style-type: none"> ▪ Training Needs Analysis to be completed. ▪ Attend Proficio courses and plan for further courses to attend, as appropriate. 	<ul style="list-style-type: none"> ▪ Term 1 for full-time students; Term 2 for part-time students ▪ By end of Term 3 for full-time students; Term 6 for part-time students
	B: Clarify research topic and demonstrate an understanding of topic and relevance to wider research	<p>Research Project Proposal (2000 words), including (dependent on subject area):</p> <ul style="list-style-type: none"> ▪ Write central research problem/questions to be answered. ▪ Methodological considerations. E.g. rationale for selecting primary sources; consider strengths and limitations of primary sources. ▪ Include critical literature review to situate project within wider scholarly conversations. ▪ Feasibility Report – identifying sources, access and ethical considerations ▪ Create project plan, outlining objectives for each stage. 	<ul style="list-style-type: none"> ▪ By first Supervisory Panel and RSPB (Term 1 for full-time students; Term 2/3 for part-time students)
	C: Demonstrate the ability to produce work of the quality and quantity in order to complete a Masters by Dissertation within the two year maximum period.	<ul style="list-style-type: none"> ▪ Evidence that academic writing is of standard and ability expected at Masters by dissertation level, including adequate referencing and language skills. ▪ Submit one draft chapter. ▪ Submit report (500 words) summarising research undertaken to date, issues arising, and next steps. 	<ul style="list-style-type: none"> ▪ By end of year 1 SP and RSPB –(Term 3) for full-time students; ▪ By end of year 2 SB and RSPC – (Term 6) for part-time students.

	D: Demonstrate work of the quality and quantity expected at the end of Year 1	<ul style="list-style-type: none"> ▪ Create a detailed, realistic plan of work leading to submission ▪ Produce remaining draft chapters. ▪ Research completed (empirical and theoretical work, where relevant). ▪ Produce supervisory board report written in a clear and self-reflective style 	<ul style="list-style-type: none"> ▪ By end of year Supervisory Panel (Term 3 for full-time students; Term 6 for part-time students)
	E: Demonstration of effective project management through the setting of research goals and prioritisation of activities.	<ul style="list-style-type: none"> ▪ Create a detailed, realistic completion plan (if required) ▪ Produce supervisory panel report written in a clear and self-reflective style ▪ Completed final draft of thesis for supervisor(s)/ supervisory panel comment 	<ul style="list-style-type: none"> ▪ By end of year Supervisory Board (Term 3 for full-time students; Term 6 for part-time students)
If Required M2: Request to enter Completion Period	A: Clear evidence of progress towards submission.	<ul style="list-style-type: none"> ▪ Timeline of work needing to take place before submission 	<ul style="list-style-type: none"> ▪ Timeline agreed by Supervisory board