

Department of History: Standard Milestones for MPhil Students - 2019-20 entry

Milestones	Criteria for progress	Deliverables	Deadline
M1: Progress to Year 2 (or equivalent for part-time students)	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: Choose research topic and demonstrate significance/impact of research.	<p>Research Project Proposal (1500 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; identify approaches or analytical tools. ▪ 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 understanding of chosen topic within the context of the field.	<ul style="list-style-type: none"> ▪ Critical Literature Review (1500 words) ▪ Elaborate research questions to be answered in the thesis. ▪ Identify major debates, themes, and gaps in the wider scholarship. ▪ Situate project within wider scholarly conversations. 	<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 SP and RSPB – (Term 6) for part-time students.
	D: Demonstrate the ability to produce work of the quality and quantity in order to complete an MPhil within the three year maximum period.	<ul style="list-style-type: none"> ▪ Evidence that academic writing is of standard and ability expected at MPhil level, including adequate referencing and language skills. ▪ Submit report (1000 	<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 SP and RSPB – (Term 6) for part-time students.

		words) summarising research undertaken to date and issues arising.	
	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 plan of work/ timetable for Year 2. ▪ Produce supervisory panel report written in a clear and self-reflective style 	<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 SP and RSPB – (Term 6) for part-time students.
M2: Year 2 (or equivalent for part-time students)	A: Review training needs and knowledge required to continue with research project and complete the thesis.	<ul style="list-style-type: none"> ▪ Training Needs Analysis to be reviewed. ▪ Attend Proficio courses and plan for further courses to attend, as appropriate. 	<ul style="list-style-type: none"> ▪ Term 4 for full-time students; Term 8 for part-time students ▪ By end of Term 6 for full-time students; Term 12 for part-time students
	B: 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. ▪ Produce Supervisory Panel report written in a clear and self-reflective style 	<ul style="list-style-type: none"> ▪ By Supervisory Panel and RSPB (Term 4 for full-time students; Term 6 for part-time students)
	C: Demonstrate work of the quality and quantity expected for an MPhil at the end of Year 2 (or equivalent for part-time students)	<ul style="list-style-type: none"> ▪ Research completed (empirical and theoretical work, where relevant) ▪ Produce sufficient draft chapters/ papers ▪ Produce Supervisory Panel report written in a clear and self-reflective style ▪ Present research to students and staff at seminars/conference 	<ul style="list-style-type: none"> ▪ By Supervisory Panel and RSPB (Term 4 for full-time students; Term 6 for part-time students)
	D: Clear evidence of progress towards submission	<ul style="list-style-type: none"> ▪ Completed final draft of thesis for supervisor(s)/ supervisory panel comment 	<ul style="list-style-type: none"> ▪ By end of year Supervisory Panel (Term 6 for full-time students; Term 12 for part-time students)
If Required: M3: 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