

**Faculty of Humanities: School of Law Milestones for PhD Students (2019-20 Entry)**

<b>Milestones</b>	<b>Criteria for progress</b>	<b>Deliverables</b>	<b>Deadline</b>
M1: Confirmation and 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"> <li>• Training Needs Analysis to be completed.</li> <li>• Attend Proficio courses and plan for further courses to attend, as per Training Needs Analysis.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>By Interim Board:</b> Term 1 for full-time students; Term 3 for part-time students.</li> <li>• <b>By Confirmation Board:</b> end of Term 3 for full-time students; Term 6 for part-time students</li> </ul>
	B: Choose research topic and demonstrate significance/impact of research.	<b>Revise Research Project Proposal</b> <ul style="list-style-type: none"> <li>• Write central Research problem/questions to be answered.</li> <li>• Methodological considerations.</li> <li>• Feasibility Report - identifying sources, access and ethical considerations.</li> <li>• Create project plan, outlining objectives and timelines for each stage.</li> <li>• Assess potential need for ethics approval.</li> </ul>	<b>By Confirmation Board:</b> end of Term 3 for full-time students; Term 6 for part-time students
	C: Demonstrate understanding of chosen topic within the context of the field	<ul style="list-style-type: none"> <li>• <b>Critical Literature Review</b> Produce a critical literature review to include a draft working paper (at least 5,000 words excluding footnotes) that provides a holistic overview of the planned project</li> </ul>	<b>By Interim Board:</b> Term 1 for full-time students; Term 3 for part-time students.
	D: Demonstrate the ability to produce work of the quality and quantity in order to complete within the three-year standard PhD period (six years for part-time students).	<ul style="list-style-type: none"> <li>• Evidence that academic writing is of a standard expected at PhD level, including adequate referencing and language skills</li> <li>• Produce a piece of written work that draws upon and critically engages with the literature and research area in which the thesis is situated (this could be a draft chapter). Usually this will build on drafts provided for and discussed at the M1 interim board. However, the piece must be sufficiently analytical to demonstrate the capacity to produce work of PhD quality</li> <li>• This output should not be less than 10,000 words in length, excluding footnotes.</li> </ul>	<b>By Confirmation Board</b> By end of 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"> <li>Create a detailed, realistic plan of work/ timetable for Year 2.</li> <li>Student to produce a report for each supervisory board written in a clear and self-reflective style. This report should be sufficiently robust that when read alongside the supervisory board report, these documents will satisfy the Progress Committee regarding the candidate's progress against the relevant milestones.</li> </ul>	<b>By Confirmation Board</b> By end of Term 3 for full-time students; Term 6 for part-time students.
	F: Demonstrate the ability to articulate research ideas to academic staff and external subject areas specialists.	<ul style="list-style-type: none"> <li>Student must present their work at the School of Law Annual PGR Research Conference.</li> </ul>	<b>By Confirmation Board</b> By end of Term 3 for full-time students; Term 6 for part-time students.
M2: Progress from Year 2 to Year 3 (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"> <li>Training Needs Analysis to be reviewed</li> <li>Review and revise ethical issues where relevant</li> <li>Attend Proficio courses and plan for further courses to attend as appropriate</li> </ul>	<ul style="list-style-type: none"> <li><b>By Interim Board</b> End of Term 4 for full-time student; End of Term 9 for part-time students</li> <li><b>By end of year</b> Supervisory Board: by end of Term 6 for full-time students; Term 12 for part-time students</li> </ul>
	B: Demonstrate work of the quality and quantity expected at the end of Year 2	<ul style="list-style-type: none"> <li>Keeping producing chapters that are of PhD quality.</li> <li>Produce half of the thesis, maintaining the essential quality component of a PhD dissertation.</li> </ul>	<ul style="list-style-type: none"> <li><b>By Interim Board</b> End of Term 4 for full-time student; End of Term 9 for part-time students</li> <li><b>By end of year</b> <b>Supervisory Board:</b> by end of Term 6 for full-time students; Term 12 for part-time students</li> </ul>
	C: Review significance and impact of research and articulate output	<ul style="list-style-type: none"> <li>Student to present research at the School of Law Annual PGR Research Conference</li> <li>Student to present research to academic and peers at appropriate seminars / conference</li> <li>Student to present where appropriate, their research at external academic events in line with Training Needs Analysis</li> </ul>	<ul style="list-style-type: none"> <li><b>By end of year</b> <b>Supervisory Board:</b> by end of Term 6 for full-time students; Term 12 for part-time students</li> </ul>
	D: Demonstration of effective project management through the setting of research goals and prioritisation of activities.	<ul style="list-style-type: none"> <li>Create a detailed, realistic plan of work/ timetable, which demonstrates the ability to meet all required milestones to enter a completion period at the end of Year 3 (six years for part-time students).</li> <li>Student to produce a report for each supervisory board written</li> </ul>	<ul style="list-style-type: none"> <li><b>By end of year</b> <b>Supervisory Board:</b> by end of Term 6 for full-time students; Term 12 for part-time students</li> </ul>

		in a clear and self-reflective style. This report should be sufficiently robust that when read alongside the supervisory board report, this documents will satisfy the Progress Committee regarding the candidate's progress against the relevant milestones	
	E: Subject-specific fieldwork	<ul style="list-style-type: none"> <li>A significant proportion of any field work should be completed by end of Year 2 – M2</li> </ul>	<ul style="list-style-type: none"> <li><b>By end of year Supervisory Board:</b> by end of Term 6 for full-time students; Term 12 for part-time students</li> </ul>
M3: Year 3 (or equivalent for part-time students)	A: Ability to reflect on skills and knowledge development and its application to the research project	<ul style="list-style-type: none"> <li>Training needs analysis reviewed</li> </ul>	<ul style="list-style-type: none"> <li><b>By Interim Board:</b> by the Term 7 progress board for full-time students; Term 15 for part-time students.</li> </ul>
	B: Demonstrate work of the quality and quantity expected when nearing submission	<ul style="list-style-type: none"> <li>Research completed: theoretical, empirical, and experimental work, where relevant.</li> <li>Produce a realistic plan for the completion of remaining chapters.</li> </ul>	<ul style="list-style-type: none"> <li><b>By Interim Board:</b> by the Term 7 progress board for full-time students; Term 15 for part-time students.</li> </ul>
	C: Clear evidence of progress towards submission	<ul style="list-style-type: none"> <li>Completed final draft of entire thesis, typically in 'late draft' or more advanced form, for supervisor(s) / supervisory board comment</li> <li>Student to produce a report for each supervisory board written in a clear and self-reflective style</li> </ul>	<ul style="list-style-type: none"> <li><b>End of Year 3 Board:</b> By end of term 9 for full-time students; end of term 18 for part-time students</li> </ul>
If required: M4: Request to enter completion period	A: Clear plan to submission	<ul style="list-style-type: none"> <li>The candidate will agree upon a detailed timeline of work to take place to demonstrate that the thesis will be ready for submission. Submission date agreed and planning for viva in conjunction with supervisor(s)</li> </ul>	<b>Timeline agreed by supervisory board.</b>

### PhD Supervisory Panels

Start date	Interim Boards	End of Year Boards
<b>January</b>	June	December
<b>April</b>	October	March
<b>October</b>	December	June