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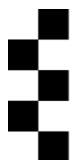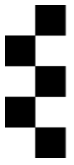**SPAH - Philosophy: Standard Milestones for MPhil Students – 2019-20 entry**

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.	▪ Training Needs Analysis to be completed. ▪ Attend Proficio courses and plan for further courses to attend, as appropriate.	▪ 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.	Research Project Proposal, including (dependent on subject area): ▪ Write central research problem/questions to be answered. ▪ Methodological considerations. ▪ Feasibility Report – identifying sources, access and ethical considerations ▪ Create project plan, outlining objectives for each stage.	▪ A research outline and a critical literature review will be presented at the first Supervisory Panel, i.e. during term 2 for F/T students, or during term 4 for P/T students. ▪ If the relevant Panel requires it, these submissions can be reworked and resubmitted for the next Panel (Term 3 for full-time students; Term 6 for part-time students).
	C: Demonstrate understanding of chosen topic within the context of the field.	Critical Literature Review.Together the Critical Literature review and the Research Project Proposal should comprise 5,000-10,000 words	▪ A research outline and a critical literature review will be presented at the first Supervisory Panel, i.e. during term 2 for F/T students, or during term 4 for P/T students. ▪ If the relevant Panel requires it, these submissions can be reworked and resubmitted for the next Panel (Term 3 for full-time students; Term 6 for part-time students).

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	D: Demonstrate the ability to produce work of the quality and quantity in order to complete an MPhil within the three year maximum period.	▪ Evidence that academic writing is of standard and ability expected at MPhil level, including adequate referencing and language skills. ▪ Evidence that the student has completed roughly one third of the work necessary to complete the dissertation. ▪ This will standardly take the form of a 10,000-word chapter in good draft (in addition to the Project Plan and Literature Review outlined above).	▪ 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.
	E: Demonstration of effective project management through the setting of research goals and prioritisation of activities.	▪ Create a detailed, realistic plan of work/ timetable for Year 2. ▪ Produce Supervisory Panel report written in a clear and self-reflective style.	▪ 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: During Year 2	A: Review training needs and knowledge required to continue with research project and complete the thesis.	▪ Training Needs Analysis to be reviewed. ▪ Attend Proficio courses and plan for further courses to attend, as appropriate.	▪ 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.	▪ Create a detailed, realistic completion plan. ▪ Produce Supervisory Panel report written in a clear and self-reflective style.	By end of year Supervisory Panel (Term 6 for full-time students; Term 12 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).	▪ Research completed (empirical and theoretical work, where relevant). ▪ Have a substantial portion of the thesis in good draft	By end of year Supervisory Panel (Term 6 for full-time students; Term 12 for part-time students).

		(standardly about two thirds of the work). ▪ Produce a realistic completion year plan (if needed). ▪ Produce Supervisory Panel report written in a clear and self-reflective style. ▪ Present research at Philosophy Research Colloquium. ▪ Completed final draft of thesis for Supervisor(s)/ Supervisory Panel.	
M3: Completion Year (if needed)	A: Clear evidence of progress towards submission.	▪ Timeline of work needing to take place before submission	Timeline agreed by Supervisory board.