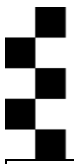
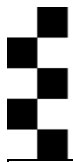


**Institute for Social and Economic Research: Standard Milestones for PhD Students – 2019-20 Entry**

<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 for Paper 1	<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 appropriate</li> <li>▪ Regular attendance at ISER research seminar and research group meetings</li> </ul>	<ul style="list-style-type: none"> <li>▪ Term 1 for full-time students; Term 2 for part-time students</li> <li>▪ By end of Term 3 for full-time students; Term 6 for part-time students</li> </ul>
	B: Choose research topic for Paper 1 and demonstrate potential significance/impact of research	<p>Research Project Proposal, including (dependent on subject area):</p> <ul style="list-style-type: none"> <li>▪ Produce a clear statement of the central research problems/questions to be answered.</li> <li>▪ Methodological considerations.</li> <li>▪ Feasibility Report – identifying data sources, access and ethical considerations (especially if experimental work involved)</li> <li>▪ Create project plan, outlining objectives for each stage</li> </ul>	<ul style="list-style-type: none"> <li>▪ By Confirmation Board (Term 3 for full-time students; Term 6 for part-time students)</li> </ul>
	C: Demonstrate understanding of chosen topic within the context of the field	<ul style="list-style-type: none"> <li>▪ Critical Literature Review (where relevant)</li> </ul>	<ul style="list-style-type: none"> <li>▪ By Confirmation Board (Term 3 for full-time students; Term 6 for part-time students)</li> </ul>
	D: Demonstrate the ability to produce work of the quality and quantity in order to complete within the four year maximum period	<ul style="list-style-type: none"> <li>▪ Evidence that academic writing is at (or close to) the standard expected at PhD level, including adequate referencing and language skills</li> <li>▪ It should be clear that the student is on track to produce a complete draft of Paper 1 by the end of</li> </ul>	<ul style="list-style-type: none"> <li>▪ By Confirmation Board (Term 3 for full-time students; Term 6 for part-time students)</li> </ul>



		Term 4 (for full-time students; Term 7 for part-time)	
	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>▪ Produce supervisory board report written in a clear and self-reflective style</li> </ul>	<ul style="list-style-type: none"> <li>▪ By Confirmation Board (Term 3 for full-time students; Term 6 for part-time students)</li> </ul>
M2: Progress from Year 2 to Year 3 (or equivalent for part-time students)	A: Review training needs and knowledge required to continue with Paper 2	<ul style="list-style-type: none"> <li>▪ Training Needs Analysis to be reviewed</li> <li>▪ Attend Proficio courses and plan for further courses to attend, as appropriate</li> <li>▪ Regular attendance at ISER research seminar and research group meetings</li> </ul>	<ul style="list-style-type: none"> <li>▪ Term 4 for full-time students; Term 8 for part-time students</li> <li>▪ 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>▪ Produce two draft papers: a full draft of Paper 1; a draft of the research undertaken to date for Paper 2</li> <li>▪ Evidence that academic writing is at the standard expected at PhD level, or is very close to achieving it.</li> <li>▪ Report on research undertaken to date</li> </ul>	<ul style="list-style-type: none"> <li>▪ Full draft of Paper 1 by Term 4 (Term 7 for part-time students). All else by end of year Supervisory Board (Term 6 for full-time students; Term 12 for part-time students)</li> </ul>
	C: Review significance and impact of research and articulate output	<p>For example:</p> <ul style="list-style-type: none"> <li>▪ Deliver workshop</li> <li>▪ Present research to students and staff at seminars/conferences</li> <li>▪ Write journal articles</li> </ul>	<ul style="list-style-type: none"> <li>▪ By end of year Supervisory Board (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 for the work on Paper 3 to be carried out in Year 3</li> <li>▪ Create a detailed, realistic plan of work/ timetable for Year 3 which demonstrates the ability to submit within the three year standard PhD period (six year for part-time students)</li> </ul>	<ul style="list-style-type: none"> <li>▪ By end of year Supervisory Board (Term 6 for full-time students; Term 12 for part-time students)</li> </ul>



		<ul style="list-style-type: none"> <li>▪ Produce supervisory board report written in a clear and self-reflective style</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> <li>▪ Regular attendance at ISER research seminar and research group meetings</li> </ul>	<ul style="list-style-type: none"> <li>▪ 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 (experimental, empirical and theoretical work, where relevant)</li> <li>▪ Produce full drafts of all three Papers to PhD standard</li> <li>▪ Enter completion</li> </ul>	<ul style="list-style-type: none"> <li>▪ 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>▪ Draft of chapter 1 (introduction) and chapter 5 (conclusion)</li> <li>▪ Completed final draft of thesis for supervisor(s)/supervisory board comment</li> <li>▪ Produce a realistic completion year plan.</li> <li>▪ Produce supervisory board report written in a clear and self-reflective style</li> </ul>	<ul style="list-style-type: none"> <li>▪ By interim Supervisory Board prior to submission/Term 7/8 for full-time students; Term 15 - 16 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>▪ Final polishing of all chapters.</li> <li>▪ Timeline of work needing to take place before submission</li> <li>▪ Submission date agreed</li> </ul>	<ul style="list-style-type: none"> <li>▪ Timeline agreed by Supervisory board.</li> </ul>