

**Faculty of Humanities**

**Department of History Milestones for Masters by Dissertation Students - 2020-21 entry**

<b>Milestones</b>	<b>Criteria for progress</b>	<b>Deliverables</b>	<b>Deadline</b>
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"> <li>▪ Training Needs Analysis to be completed.</li> <li>▪ Attend Proficio courses and plan for further courses to attend, as appropriate.</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: 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"> <li>▪ Write central research problem/questions to be answered.</li> <li>▪ Methodological considerations. E.g. rationale for selecting primary sources; consider strengths and limitations of primary sources.</li> <li>▪ Include critical literature review to situate project within wider scholarly conversations.</li> <li>▪ Feasibility Report – identifying sources, access and ethical considerations</li> <li>▪ Create project plan, outlining objectives for each stage.</li> </ul>	<ul style="list-style-type: none"> <li>▪ By first Supervisory Panel and RSPB (Term 1 for full-time students; Term 2/3 for part-time students)</li> </ul>

	<p>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.</p>	<ul style="list-style-type: none"> <li>▪ Evidence that academic writing is of standard and ability expected at Masters by dissertation level, including adequate referencing and language skills.</li> <li>▪ Produce equivalent of two draft chapters, as agreed by term 1 supervisory panel.</li> <li>▪ 500-word report on work undertaken and next steps.</li> </ul>	<ul style="list-style-type: none"> <li>▪ By end of year 1 SP and RSPB –(Term 3) for full-time students;</li> <li>▪ By end of year 2 SB and RSPC – (Term 6) for part-time students.</li> </ul>
	<p>D: Demonstrate work of the quality and quantity expected at the end of Year 1</p>	<ul style="list-style-type: none"> <li>▪ Create a detailed, realistic plan of work leading to submission</li> <li>▪ Produce remaining draft chapters.</li> <li>▪ Research completed (empirical and theoretical work, where relevant).</li> <li>▪ Produce supervisory board report written in a clear and self-reflective style</li> </ul>	<ul style="list-style-type: none"> <li>▪ By end of year Supervisory Panel (Term 3 for full-time students; Term 6 for part-time students)</li> </ul>
	<p>E: Demonstration of effective project management through the setting of research goals and prioritisation of activities.</p>	<ul style="list-style-type: none"> <li>▪ Create a detailed, realistic completion plan, if required.</li> <li>▪ Produce supervisory panel report written in a clear and self-reflective style</li> </ul>	<ul style="list-style-type: none"> <li>▪ By end of year Supervisory Board (Term 3 for full-time students; Term 6 for part-time students)</li> </ul>



If Required M2: Request to enter Completion Period	A: Clear evidence of progress towards submission.	▪ Completed final draft of thesis for supervisor(s)/ supervisory board comment.	▪ Timeline agreed by Supervisory board.
Assess whether the planned research requires completion of the new <a href="#">COVID Risk Assessment</a> for PGR student research and placement activities. All such risk assessments should be discussed at subsequent SPs and RSPBs.			