

Faculty of Humanities
East 15 Acting School Milestones for PhD Students 2021-22 Entry

Milestones	Criteria for progress	Deliverables	Deadline
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"> ▪ Training Needs Analysis to be completed. ▪ Attend Proficio courses and plan for further courses to attend, as appropriate. 	<ul style="list-style-type: none"> ▪ First Supervisory Panel (Term 1 for FT students; Term 2 for PT students). ▪ By Confirmation Board (end of Term 3 for FT students; Term 6 for PT students)
	B: Choose research topic and demonstrate significance/impact of research.	<p>Research Project Proposal, including (dependent on subject area):</p> <ul style="list-style-type: none"> ▪ 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. 	By Confirmation Board
	C: Demonstrate understanding of chosen topic within the context of the field.	<ul style="list-style-type: none"> ▪ Critical Literature Review ▪ Critical Review of Relevant Practice (if required) 	By Confirmation Board
	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"> ▪ Evidence that academic writing is of standard and ability expected at PhD level, including adequate referencing and language skills. Submit 10,000 words in good draft. 	By Confirmation Board
	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 board report written in a clear and self-reflective style 	By Confirmation Board
M2: Progress from Year 2 to Year 3	A: Review training needs and knowledge required to continue	<ul style="list-style-type: none"> ▪ Training Needs Analysis to be reviewed. 	<ul style="list-style-type: none"> ▪ Third Supervisory Panel

(or equivalent for part-time students)	with research project and complete the thesis.	<ul style="list-style-type: none"> Attend Proficio courses and plan for further courses to attend, as appropriate. 	<ul style="list-style-type: none"> Fourth Supervisory Panel (end of Term 6 for FT students; Term 12 for PT students)
	B: Demonstrate work of the quality and quantity expected at the end of Year 2	<ul style="list-style-type: none"> Produce another 10,000 words in good draft. Report on research undertaken to date demonstrating that at least half of thesis exists in draft form. 	Fourth Supervisory Panel
	C: Review significance and impact of research and articulate output.	<p>For example:</p> <ul style="list-style-type: none"> Present research to students and staff at seminars/conferences Write journal articles 	Fourth Supervisory Panel
	D: 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 3, which demonstrates the ability to submit within the three-year standard PhD period (six years for part-time students). Produce supervisory board report written in a clear and self-reflective style 	Fourth Supervisory Panel
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"> Training Needs Analysis reviewed 	Fifth Supervisory Panel (Term 7 FT students; Term 14 for PT students)
	B: Demonstrate work of the quality and quantity expected when nearing submission	<ul style="list-style-type: none"> Research completed (empirical and theoretical work) Produce main body of the thesis in draft form. 	Sixth Supervisory panel (End of Term 8 FT students; Term 16 for PT Students)
	C: Clear evidence of progress towards submission	<ul style="list-style-type: none"> Completed final draft of thesis for supervisor(s)/ supervisory board comment 	Submitted to Supervisors Term 9 for FT student (Term 18 PT)
	D: Subject-specific milestones	Produce an effective CV presenting one's skills, personal attributes and achievements.	Sixth Supervisory panel
If required: M4: Request to enter Completion period	A: Clear plan to submission	<ul style="list-style-type: none"> Timeline of work needing to take place before submission Submission date agreed 	Timeline agreed by Supervisory Panel.

List of Supervisory Panels:

First Supervisory Panel: End of Term 1 (Term 2 Part-Time)

Confirmation Board: End of Term 3 (Term 6 Part-Time)

Third Supervisory Panel: End of Term 4 (Term 8 Part-Time)

Fourth Supervisory Panel: End of Term 6 (Term 12 Part-Time)

Fifth Supervisory Panel: End of Term 7 (Term 14 Part-Time)

Sixth Supervisory Panel: End of Term 8 (Term 16 Part-Time)