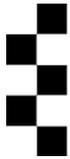
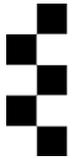


Faculty of Humanities
Department of History: Standard Milestones for MPhil Students - 2021-22 entry

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.	<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"> ▪ 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.	<p>Research Project Proposal (3000 words), including (dependent on subject area):</p> <ul style="list-style-type: none"> ▪ Write central research problem/questions to be answered. ▪ Methodological considerations. E.g. rationale for selecting primary sources; consider strengths and limitations of primary sources; identify approaches or analytical tools. ▪ Feasibility Report – identifying sources, access and ethical considerations ▪ Create project plan, outlining objectives for each stage. 	<ul style="list-style-type: none"> ▪ By first Supervisory Panel and RSPB (Term 1 for full-time students; Term 2/3 for part-time students)
	C: Demonstrate understanding of chosen topic within the context of the field.	<ul style="list-style-type: none"> ▪ Critical Literature Review (4000 words) ▪ Elaborate research questions to be answered in the thesis. ▪ Identify major debates, themes, and gaps in the wider scholarship. ▪ Situate project within wider scholarly conversations. 	<ul style="list-style-type: none"> ▪ 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.



	<p>D: Demonstrate the ability to produce work of the quality and quantity in order to complete an MPhil within the three year maximum period.</p>	<ul style="list-style-type: none"> ▪ Evidence that academic writing is of standard and ability expected at MPhil level, including adequate referencing and language skills. ▪ Submit report (1000 words) summarising research undertaken to date and issues arising. 	<ul style="list-style-type: none"> ▪ 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.
	<p>E: Demonstration of effective project management through the setting of research goals and prioritisation of activities.</p>	<ul style="list-style-type: none"> ▪ Create a detailed, realistic plan of work/ timetable for Year 2. ▪ Produce supervisory panel report written in a clear and self-reflective style 	<ul style="list-style-type: none"> ▪ 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.
<p>Assess whether the planned research requires completion of the new COVID Risk Assessment for PGR student research and placement activities. All such risk assessments should be discussed at subsequent SPs and RSPBs.</p>			
<p>M2: Year 2 (or equivalent for part-time students)</p>	<p>A: Review training needs and knowledge required to continue with research project and complete the thesis.</p>	<ul style="list-style-type: none"> ▪ Training Needs Analysis to be reviewed. ▪ Attend Proficio courses and plan for further courses to attend, as appropriate. 	<ul style="list-style-type: none"> ▪ 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
	<p>B: Demonstration of effective project management through the setting of research goals and prioritisation of activities.</p>	<ul style="list-style-type: none"> ▪ Create a detailed, realistic completion plan. ▪ Produce Supervisory Panel report written in a clear and self-reflective style 	<ul style="list-style-type: none"> ▪ By Supervisory Panel and RSPB (Term 4 for full-time students; Term 6 for part-time students)



	<p>C: Demonstrate work of the quality and quantity expected for an MPhil at the end of Year 2 (or equivalent for part-time students)</p>	<ul style="list-style-type: none"> ▪ Research completed (empirical and theoretical work, where relevant) ▪ Produce one draft chapter. ▪ Produce Supervisory Panel report written in a clear and self-reflective style ▪ Present research to students and staff at seminars/conference 	<ul style="list-style-type: none"> ▪ By Supervisory Panel and RSPB (Term 4 for full-time students; Term 6 for part-time students)
	<p>D: Clear evidence of progress towards submission</p>	<ul style="list-style-type: none"> ▪ Completed final draft of thesis for supervisor(s)/supervisory panel comments. 	<ul style="list-style-type: none"> ▪ By end of year Supervisory Panel (Term 6 for full-time students; Term 12 for part-time students)
<p>If Required: M3: request to enter Completion Period</p>	<p>A: Clear evidence of progress towards submission</p>	<ul style="list-style-type: none"> ▪ Timeline of work needing to take place before submission ▪ Completed final draft of thesis for supervisor(s)/supervisory panel comments. 	<ul style="list-style-type: none"> ▪ Timeline agreed by Supervisory board
<p>Assess whether the planned research requires completion of the new COVID Risk Assessment for PGR student research and placement activities. All such risk assessments should be discussed at subsequent SPs and RSPBs.</p>			