**Faculty of Humanities**  
*Department of LiFTS for Masters by Dissertation Students - 2021-22 Entry*

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<th>Milestones</th>
<th>Criteria for progress</th>
<th>Deliverables</th>
<th>Deadline</th>
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| M1: During year 1   | **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  
  - By end of Term 3 for full-time students; Term 6 for part-time students | **B: Clarify research topic and demonstrate an understanding of topic and relevance to wider research**  
  - Research Project Proposal, including (dependent on subject area):  
    - Write central research problem/questions to be answered  
    - Develop methodology (if relevant, Practice-as-research (PaR) method to address the research topic)  
    - Feasibility Report – identifying sources, access and ethical considerations  
    - Create project plan, outlining objectives for each stage | By first Supervisory Panel and RSPB (Term 1 for full-time students; Term 2/3 for part-time students) |
|                     | **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**  
  - Evidence that academic writing and/or creative practice are of a standard and ability expected at Masters by dissertation level, including adequate referencing and language skills  
  - Write critical literature review | **By end of year 1 SUPERVISORY PANEL and RSPB – (Term 3) for full-time students;**  
  **By end of year 2 SUPERVISORY PANEL and RSPB – (Term 6) for part-time students** |                                                                                   |
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<th>D: Demonstrate work of the quality and quantity expected at the end of Year 1</th>
<th>E: Demonstration of effective project management through the setting of research goals and prioritisation of activities</th>
<th>If Required M2: Request to enter Completion Period</th>
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|   | ▪ Create a detailed, realistic plan of work leading to submission  
▪ The main body of research completed including where applicable, creative practice-as-research (so performances should have taken place, filming completed  
▪ Research completed (empirical, creative and theoretical work, where relevant) | ▪ Create a detailed, realistic completion plan (if required)  
▪ Produce student progress report on research written in a clear and self-reflective style | ▪ Timeline agreed by Supervisory Panel |
|   |   |   | A: Clear evidence of progress towards submission |
|   |   |   | ▪ Timeline of work needed to take place before submission |
|   |   |   | ▪ By end of year Supervisory Panel (Term 3 for full-time students; Term 6 for part-time students) |
|   |   |   | ▪ By end of year Supervisory Panel (Term 3 for full-time students; Term 6 for part-time students) |

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.