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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 | • 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: Clarify research topic and demonstrate an understanding of topic and relevance to wider research | • 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 first Supervisory Panel, 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 standard period. | • Evidence that academic writing is of standard and ability expected at Masters by Dissertation level, including adequate referencing and language skills.  
• Commence and continue data collection | By end of year Supervisory Panel (Term 3 for full-time students; Term 6 for part-time students) |
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| **D:** Demonstrate work of the quality and quantity expected at the end of Year 1 | - Create a detailed, realistic plan of work leading to submission  
- Produce draft thesis by the end of Year 1  
- Report on research undertaken to date  
- Research completed (experimental, empirical and theoretical work, where relevant)  
- Produce Supervisory Panel report written in a clear and self-reflective style | - By end of year Supervisory Panel (Term 3 for full-time students; Term 6 for part-time students) |
| **E:** Demonstration of effective project management through the setting of research goals and prioritisation of activities | - Create a detailed, realistic completion plan (if required)  
- Produce Supervisory Panel report written in a clear and self-reflective style  
- Completed final draft of thesis for supervisor(s)/Supervisory Panel comment | - By end of year Supervisory Panel (Term 3 for full-time students; Term 6 for part-time students) |
| **If Required**  
**M2:** Request to enter Completion Period | **A:** Clear evidence of progress towards submission | - Timeline of work needing to take place before submission  
- Submission date agreed | - By Supervisory Panel prior to submission.  
- Timeline agreed by Supervisory panel. |

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.