



East 15 Acting School

Faculty of Arts and Humanities

MAD Students

Postgraduate Research milestones are used to ensure students are making sufficient progress during their studies, and to provide a supportive framework to guide students through the various stages of their research. The Milestones should also help to keep students on track to submit within the appropriate period. PGR supervisors should talk through the relevant milestones during supervisory meetings and they should be referred to on a regular basis.

Supervisory Panels and Research Students' Progress Boards will use the milestones to reflect on the level of progress being made, ahead of making a recommendation. Whilst the milestones are specific for each department and type of course, it is recognised that every research journey is different, and that whilst the milestones provide an overarching framework of expectations, a degree of flexibility should be given, based on the trajectory and scope of research.

Students and supervisors are encouraged to supplement these milestones with individual research plans which take into account the specifics of an individual research project and the individual circumstances of the PGR student.

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Year 1 (Full time), Year 1 and 2 (Part time)

Ahead of the first Supervisory Panel

Milestone	Requirement	Full Time term	Part Time term
M1.1	Assess training needs and knowledge required to undertake research project and complete the thesis. Complete the Training Needs Analysis (TNA) to help with this.	1	1
M1.2	Confirm research topic and demonstrate significance/impact of research with a Research Project Proposal, including (dependent on subject area): <ul style="list-style-type: none"> • Write central research problem/questions to be answered 	1	2/3



	<ul style="list-style-type: none"> 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 		
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Ahead of the second Supervisory Panel

Milestone	Requirement	Full Time term	Part Time term
M1.3	Attend Proficio courses and plan for further courses to attend, as appropriate.	2	4
M1.4	Demonstrate the ability to produce work of the quality and quantity in order to complete a Masters by Dissertation within the one year standard period, in the following ways; <ul style="list-style-type: none"> 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 	3	4
M1.5	Demonstrate work of the quality and quantity expected at the end of Year 1, in the following ways; <ul style="list-style-type: none"> 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/editing completed) Research completed (empirical, creative and theoretical work, where relevant) 	3	5
M1.6	Demonstrate effective project management through the setting of research goals and prioritisation of activities, in the following ways; <ul style="list-style-type: none"> Create a detailed, realistic completion plan (if required) Produce student progress report on research written in a clear and self- reflective style 	3	6

Has the student and supervisory team considered whether the research will be using human participants, and if so, has sought and received formal university ethics approval.

Has the student and supervisory team considered whether the research uses security-sensitive material, and if so, has sought and received formal university registration of this material.

The Supervisory Panel will make a recommendation to the Research Students’ Progress Board, ahead of the next academic year. Further information regarding Supervisory Panels and Research Students’ Progress Boards can be found here: <https://www.essex.ac.uk/student/postgraduate-research/pgr-progress>

Completion Period

If, at the 2nd supervisory Panel, a student is not on track to submit their dissertation by the end of year 1 (year 2 for part-time students), a recommendation for a period of completion can be requested from the RSPB, for approval by the Faculty Dean (Postgraduate)

Milestone	Requirement	Term to undertake work <i>(To be used as a guide only)</i>
C1.1	Clear plan to submission, including; <ul style="list-style-type: none"> Timeline of work needing to take place before submission, including full details of work yet to be undertaken Submission date agreed 	Timeline agreed by Supervisory Panel