

School of Life Sciences

Faculty of Science and Health

MSD 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 Health and Safety and ethics	1	2
	Consider Health and Safety and ethics of project		



M1.2	<p>Clarify research topic and demonstrate an understanding of topic and relevance to wider research</p> <ul style="list-style-type: none"> • A brief description of the research topic • Present the aims and hypotheses of your research project, together with an explanation of your approach 	1	2
M1.3	<p>Assess training needs and knowledge required to undertake research project and complete the thesis.</p> <ul style="list-style-type: none"> • Training Needs Analysis to be completed. 	1	2

Ahead of the second Supervisory Panel

Milestone	Requirement	Full Time term	Part Time term
M1.4	<p>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 research plan and timetable which demonstrates the ability to submit • 5000 to 10000-word Literature Review/ Thesis Introduction • Complete Thesis Chapter/ or two draft chapters/ board report complying with the length / formatting as in Thesis guidelines • 10-minute presentation of research • Attend Proficio courses and plan for further courses to attend, as appropriate. 	3	6
M1.5	<p>Subject-specific milestones</p> <ul style="list-style-type: none"> • Poster/oral presentation at Graduate Forum 	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.

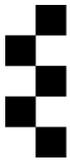
Has the student and supervisory team considered whether the research uses security-sensitive material, and if so, has sought and received formal university registration of this material.

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 isn't on track to submit their thesis 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	<p>Clear evidence of progress towards submission</p> <ul style="list-style-type: none"> • Completed final draft for submission 	Timeline agreed at Completion Period meeting(s)



	<ul style="list-style-type: none">• Timetable of work needed before submission• Submission date agreed	
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