



School of Health and Social Care

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	<p>Assess training needs and knowledge required to undertake research project and complete the thesis.</p> <ul style="list-style-type: none"> ▪ A brief description of general research topic. ▪ Training Needs Analysis to be completed. 	1	1
M1.2	<p>Clarify research topic and demonstrate an understanding of topic and relevance to wider research</p> <p>Research Project Proposal, including (dependent on subject area):</p> <ul style="list-style-type: none"> ▪ Write central research problem/questions to be answered. ▪ Define the research impact, identify key stakeholders, and outline their reasons for interest. ▪ Methodological considerations. ▪ Feasibility Report – identifying sources, access and ethical considerations. ▪ Create project plan, outlining objectives for each stage. 	1	2/3

Ahead of the second Supervisory Panel

Milestone	Requirement	Full Time term	Part Time term
M1.3	<p>Demonstrate the ability to produce work of the quality and quantity in order to complete a Masters by Dissertation within the standard period</p> <ul style="list-style-type: none"> ▪ Evidence that academic writing is of standard, and ability expected at Masters by dissertation level, including adequate referencing and language skills. ▪ Write critical literature review. ▪ Attend Proficio courses and plan for further courses to attend, as appropriate. 	2	4
M1.4	<p>Demonstrate work of the quality and quantity expected at the end of Year 1</p> <ul style="list-style-type: none"> ▪ Create a detailed, realistic plan of work leading to submission ▪ Produce sufficient draft chapters/ papers ▪ Report on research undertaken to date ▪ Research completed (empirical and theoretical work, where relevant) ▪ Write the key messages of the research in lay language (what is already known on this topic, what this study adds, and how this study might affect research, practice, or policy). Ensure it is user-friendly for stakeholders. ▪ Produce supervisory panel report written in a clear and self- reflective style 	3	5
M1.5	<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 completion plan (if required) ▪ Produce supervisory panel report written in a clear and self- reflective style 	3	6



	<ul style="list-style-type: none"> Completed final draft of dissertation for supervisor(s)/ supervisory panel comment 		
M1.6	Subject-specific milestones <ul style="list-style-type: none"> Participate in the HSC Annual Staff- Student Research Conference 	By end of academic year	By end of academic year

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 either confirm to the Research Student Progress Board that the student is ready to submit their thesis or recommend that a period of completion is required (see below). 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	Clear evidence of progress towards submission <ul style="list-style-type: none"> Timeline of work needing to take place before submission Submission date agreed 	Timeline agreed by Supervisory panel.