



# Department of Psychology

## Faculty of Science and Health

### MSD Students

*Postgraduate research milestones* ensure that students are making sufficient progress during their studies, to submit within the appropriate period, and to provide a supportive framework to guide students through the various stages of their research. 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* use the milestones to guide judgements on progress and to shape a recommendation. It is recognised that every research journey is different and that, whilst the milestones provide an overarching framework of expectations, a degree of flexibility is also required based on the 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.

*For students who have switched between FT and PT status*, the expected terms for completing milestones may require adjustments, which you should discuss with your supervisors, as well as with the PGR psychology administrator and the PGR Director, as needed, and with your supervisory panels. This is because there is not a one-to-one alignment of milestones between the FT and PT timelines.

### Contents

<b>Year 1 (Full time), Year 1 and 2 (Part time)</b> .....	2
<b>Ahead of the first Supervisory Panel</b> .....	2
<b>Ahead of the second Supervisory Panel</b> .....	2
<b>Completion Period</b> .....	3



**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>Identify the research topic with provisional research question(s) and consideration for significance and viability of research.</p> <p>Develop an appropriate plan for progression of project during the next phase (up to second supervisory panel). Use of secondary data requires ideally having already secured access.</p> <ul style="list-style-type: none"> <li>▪ Methodological considerations</li> <li>▪ Feasibility—identifying sources, access and ethical considerations</li> <li>▪ Create project plan, outlining objectives for each stage</li> </ul> <p>Assess training needs and knowledge required to undertake research project and complete the thesis, subject to current plan development, in discussion with your supervisor.</p> <ul style="list-style-type: none"> <li>▪ Training Needs Analysis to be completed</li> <li>▪ Consider Proficio courses (if applicable at this stage)</li> <li>▪ Consider auditing PS953 or PS946-7-AU to improve statistics knowledge, where appropriate</li> <li>▪ Consider PS912 to develop research skills</li> <li>▪ Attend department (or other) research seminars</li> </ul> <p><b>Compulsory:</b> Produce supervisory panel report written in a clear and self-reflective style, circulate to panel in advance of meeting.</p>	1	1

**Ahead of the second Supervisory Panel**

Milestone	Requirement	Full Time term	Part Time term
M1.2	<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"> <li>▪ Evidence that academic writing is of standard and ability expected at Masters by dissertation level, including adequate referencing and language skills</li> <li>▪ Commence and continue data collection</li> <li>▪ Attend Proficio courses and plan for further courses to attend, as appropriate</li> </ul>	2	4
M1.3	<p>Demonstrate work of the quality and quantity expected at the end of Year 1</p> <ul style="list-style-type: none"> <li>▪ Research completed (experimental, empirical and theoretical work, where relevant)</li> <li>▪ Produce draft thesis</li> <li>▪ Submission date finalised</li> <li>▪ Identified examiners</li> <li>▪ Completed/plan to complete Approval of Thesis Title form (3 months before submission)</li> </ul> <p><b>Compulsory:</b> Produce supervisory panel report written in a clear and self-reflective style, circulate to panel in advance of meeting. Have submitted 10k words to supervisor in advance of second supervisory panel, to the SP chair prior to the SP meeting and afterwards to PGR Administrator when submitting the SP report.</p>	3	5-6
M1.4	Demonstrate an understanding of topic and relevance to wider research	Oct: 3	Oct: 6



	<b>Recommended:</b> Poster presentation at department PGR conference (annually in May) if degree started in Autumn or Spring.	Jan: 2	Jan: 5
--	---	--------	--------

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 2<sup>nd</sup> 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"> <li>▪ Timeline of work needing to take place before submission</li> </ul>	<ul style="list-style-type: none"> <li>▪ By Supervisory Panel prior to submission.</li> <li>▪ Timeline agreed by Supervisory panel.</li> </ul>