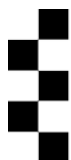
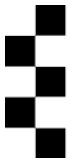


History Department: Standard Milestones for PhD Students – 2018-2019 entry

Milestones	Criteria for progress	Deliverables	Deadline
M1: Confirmation and Progress to Year 2 (or equivalent for part-time students)	A: Assess training needs and knowledge required to undertake research project and complete the thesis.	<ul style="list-style-type: none"> ▪ Training Needs Analysis to be completed. ▪ Attend Proficio courses and plan for further courses to attend, as appropriate. 	<ul style="list-style-type: none"> ▪ 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: Choose research topic and demonstrate significance/impact of research.	<p>Research Project Proposal (4000 words), including (dependent on subject area):</p> <ul style="list-style-type: none"> ▪ 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 Confirmation Panel and RSPB (Term 3 for full-time students; Term 6 for part-time students)
	C: Demonstrate understanding of chosen topic within the context of the field.	<ul style="list-style-type: none"> ▪ Critical Literature Review to acceptable standard (7000 words) ▪ Elaborate research questions to be answered in the thesis to acceptable standard 	By Confirmation Panel and RSPB (Term 3 for full-time students; Term 6 for part-time students)
	D: Demonstrate the ability to produce work of the quality and quantity in order to complete within the three year standard PhD (six years for part-time students).	<ul style="list-style-type: none"> ▪ Evidence that academic writing is of standard and ability expected at PhD level, including adequate referencing and language skills. 	By Confirmation Panel and RSPB (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.	<ul style="list-style-type: none"> Create a detailed, realistic plan of work/ timetable for Year 2. Produce supervisory board reports written in a clear and self-reflective style 	By Confirmation Board and RSPB (Term 3 for full-time students; Term 6 for part-time students)
M2: Progress from Year 2 to Year 3 (or equivalent for part-time students)	A: Review training needs and knowledge required to continue with research project and complete the thesis.	<ul style="list-style-type: none"> Training Needs Analysis to be reviewed. Attend Proficio courses and plan for further courses to attend, as appropriate. 	<ul style="list-style-type: none"> Term 4 for full-time students; Term 8 for part-time students By end of Term 6 for full-time students; Term 12 for part-time students
	B: Demonstrate work of the quality and quantity expected at the end of Year 2	<ul style="list-style-type: none"> Produce a minimum of 2 draft chapters/ papers Report on research undertaken to date 	By end of year Supervisory Panel and RSPB (Term 6 for full-time students; Term 12 for part-time students)
	C: Review significance and impact of research and articulate output.	For example: <ul style="list-style-type: none"> Deliver workshop Present research to students and staff at seminars or conferences 	By end of year Supervisory Panel and RSPB (Term 6 for full-time students; Term 12 for part-time students)
	D: Demonstration of effective project management through the setting of research goals and prioritisation of activities.	<ul style="list-style-type: none"> Create a detailed, realistic plan of work/ timetable for Year 3, which demonstrates the ability to submit within the three year standard PhD period (six years for part-time students). Produce supervisory board reports written in a clear and self-reflective style 	By end of year Supervisory Panel and RSPB (Term 6 for full-time students; Term 12 for part-time students)
M3: Year 3 (or equivalent for part-time students) to Completion Year	A: Ability to reflect on skills and knowledge development and its application to the research project.	<ul style="list-style-type: none"> Training Needs Analysis reviewed 	By the Term 7 progress board for full-time students; Term 15 for part-time students
	B: Demonstrate work of the quality and quantity expected when nearing	<ul style="list-style-type: none"> Research completed (experimental, empirical and 	By the Term 7 progress board for full-time students; Term 15 for



	submission (or equivalent for part-time students).	theoretical work, where relevant) <ul style="list-style-type: none">Produce sufficient draft chapters/papers.	part-time students
	C: Clear evidence of progress towards submission.	<ul style="list-style-type: none">Completed final draft of thesis for supervisor(s)/supervisory panel comment.	By interim Supervisory panel and RSPB prior to submission/Term 7/8 for full-time students; Term 15 - 16 for part-time students).
If required: M4: During Completion Year	A: Clear plan to submission.	<ul style="list-style-type: none">Clear plan to submission. Submission date agreed.	Timeline agreed by Supervisory Panel and RSPB.