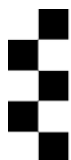


Institute for Social and Economic Research: Standard Milestones for PhD Students (2018/2019)

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 for Paper 1	<ul style="list-style-type: none"> ▪ Training Needs Analysis to be completed ▪ Attend Proficio courses and plan for further courses to attend, as appropriate ▪ Regular attendance at ISER research seminar and research group meetings 	<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 for Paper 1 and demonstrate potential significance/impact of research	<p>Research Project Proposal, including (dependent on subject area):</p> <ul style="list-style-type: none"> ▪ Produce a clear statement of the central research problems/questions to be answered. ▪ Methodological considerations. ▪ Feasibility Report – identifying data sources, access and ethical considerations (especially if experimental work involved) ▪ Create project plan, outlining objectives for each stage 	<ul style="list-style-type: none"> ▪ By Confirmation Board (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 (where relevant) 	<ul style="list-style-type: none"> ▪ By Confirmation Board (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 standard period	<ul style="list-style-type: none"> ▪ Evidence that academic writing is at (or close to) the standard expected at PhD level, including adequate referencing and language skills ▪ It should be clear that the student is on track to produce a 	<ul style="list-style-type: none"> ▪ By Confirmation Board (Term 3 for full-time students; Term 6 for part-time students)



		complete draft of Paper 1 by the end of Term 4 (for full-time students; Term 7 for part-time)	
	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 report written in a clear and self-reflective style 	<ul style="list-style-type: none"> ▪ By Confirmation Board (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 Paper 2	<ul style="list-style-type: none"> ▪ Training Needs Analysis to be reviewed ▪ Attend Proficio courses and plan for further courses to attend, as appropriate ▪ Regular attendance at ISER research seminar and research group meetings 	<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 two draft papers: a full draft of Paper 1; a draft of the research undertaken to date for Paper 2 ▪ Evidence that academic writing is at the standard expected at PhD level, or is very close to achieving it. ▪ Report on research undertaken to date 	<ul style="list-style-type: none"> ▪ Full draft of Paper 1 by Term 4 (Term 7 for part-time students). All else by end of year Supervisory Board (Term 6 for full-time students; Term 12 for part-time students)
	C: Review significance and impact of research and articulate output	<p>For example:</p> <ul style="list-style-type: none"> ▪ Deliver workshop ▪ Present research to students and staff at seminars/conferences ▪ Write journal articles 	<ul style="list-style-type: none"> ▪ By end of year Supervisory Board (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 the work on Paper 3 to be carried out in Year 3 ▪ Create a detailed, realistic plan of work/timetable for Year 3 which demonstrates 	<ul style="list-style-type: none"> ▪ By end of year Supervisory Board (Term 6 for full-time students; Term 12 for part-time students)

		<p>the ability to submit within the three year standard PhD period (six year for part-time students)</p> <ul style="list-style-type: none"> ▪ Produce supervisory board report written in a clear and self-reflective style 	
M3: Year 3 (or equivalent for part-time students)	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 ▪ Regular attendance at ISER research seminar and research group meetings 	<ul style="list-style-type: none"> ▪ 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 submission	<ul style="list-style-type: none"> ▪ Research completed (experimental, empirical and theoretical work, where relevant) ▪ Produce full drafts of all three Papers to PhD standard ▪ Enter completion 	<ul style="list-style-type: none"> ▪ By the Term 7 progress board for full-time students; Term 15 for part-time students
	C: Clear evidence of progress towards submission	<ul style="list-style-type: none"> ▪ Draft of chapter 1 (introduction) and chapter 5 (conclusion) ▪ Completed final draft of thesis for supervisor(s)/supervisory board comment ▪ Produce a realistic completion year plan. ▪ Produce supervisory board report written in a clear and self-reflective style 	<ul style="list-style-type: none"> ▪ By interim Supervisory Board prior to submission/Term 7/8 for full-time students; Term 15 - 16 for part-time students)
If Required M4: Request to enter Completion period	A: Clear plan to submission	<ul style="list-style-type: none"> ▪ Final polishing of all chapters. ▪ Timeline of work needing to take place before submission ▪ Submission date agreed 	<ul style="list-style-type: none"> ▪ Timeline agreed by Supervisory board.