

**Department of Mathematics Standard Milestones for Masters by Dissertation Students – 2019-20
Entry**

Milestones	Criteria for progress	Deliverables	Deadline
M1: 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: Clarify research topic and demonstrate an understanding of topic and relevance to wider research	<p>Research Project Proposal, 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, health and safety aspects access and ethical considerations ▪ Create project plan, outlining objectives for each stage. 	<ul style="list-style-type: none"> ▪ By first Supervisory Panel and RSPB (Term 1 for full-time students; Term 2/3 for part-time students)
	C: Demonstrate the ability to produce work of the quality and quantity in order to complete a Masters by Dissertation within the standard period.	<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 ▪ clearly identify the major research questions and confirm that adequate resources for completion of the thesis are available 	<ul style="list-style-type: none"> ▪ By end of year 1 SP and RSPB –(Term 3) for full-time students; ▪ By end of year 2 SP and RSPB – (Term 6) for part-time students.
	D: Demonstrate work of the quality and quantity expected at the end of	<ul style="list-style-type: none"> ▪ Create a detailed, realistic plan of work leading to 	<ul style="list-style-type: none"> ▪ By end of year Supervisory Panel (Term 3 for full-time



	Year 1	<p>submission</p> <ul style="list-style-type: none"> ▪ Produce 4 draft chapters/ papers ▪ Report on research undertaken to date ▪ Research completed (experimental, empirical and theoretical work, where relevant) ▪ Produce Supervisory Panel report written in a clear and self-reflective style 	<ul style="list-style-type: none"> ▪ 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 completion plan (if required) ▪ Produce supervisory Panel report written in a clear and self-reflective style ▪ Completed final draft of thesis for supervisor(s)/ supervisory panel comment 	<ul style="list-style-type: none"> ▪ By end of year Supervisory Panel (Term 3 for full-time students; Term 6 for part-time students)
	F: Subject-specific milestones	Full progress report (8 - 10,000 words in most cases, but a shorter report accompanied by a clear summary of relevant results /work may be acceptable [with the supervisor's approval]	By Term 2 for full-time students; Term 4 for part-time students
If Required M2: Request to enter Completion Period	A: Clear evidence of progress towards submission	<ul style="list-style-type: none"> ▪ Timeline of work needing to take place before submission 	<ul style="list-style-type: none"> ▪ Timeline agreed by Supervisory panel.