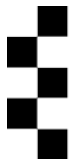


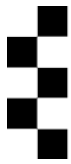
**Faculty of Humanities**

**Department of History Milestones for PhD Students - 2020-21 entry**

<b>Milestones</b>	<b>Criteria for progress</b>	<b>Deliverables</b>	<b>Deadline</b>
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"> <li>▪ Training Needs Analysis to be completed.</li> <li>▪ Attend Proficio courses and plan for further courses to attend, as appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Term 1 for full-time students; Term 2 for part-time students</li> <li>▪ By end of Term 3 for full-time students; Term 6 for part-time students</li> </ul>
	<p>B: Narrow down research topic and demonstrate significance/impact of research.</p> <p><i>The proposal must be detailed and be significantly more in-depth than the proposal submitted when applying. It must reflect ongoing research.</i></p>	<p>Research Project Proposal (6000 words), including (dependent on subject area):</p> <ul style="list-style-type: none"> <li>▪ Write central research problem/questions to be answered.</li> <li>▪ Identify preliminary argument.</li> <li>▪ Methodological considerations – explain rationale for selecting primary sources; consider strengths and limitations of primary sources; identify approaches or analytical tools used by scholars for similar sources; specify methods informing analysis or might be needed.</li> <li>▪ Feasibility Report – identify primary sources (and their location), access to sources, travel required, and ethical considerations.</li> <li>▪ Create project plan, outlining objectives for each stage.</li> </ul>	By Confirmation Panel and RSPB (Term 3 for full-time students; Term 6 for part-time students)



<p>C: Demonstrate understanding of chosen topic within the context of the field.</p>	<ul style="list-style-type: none"> <li>▪ Critical Literature Review (8000 words), to acceptable standard</li> <li>▪ Elaborate research questions to be answered in the thesis to acceptable standard.</li> <li>▪ Identify major debates, themes, and gaps in the wider scholarship that relate to the topic.</li> <li>▪ Identify specific scholarly discussions on your topic.</li> <li>▪ Situate project within wider scholarly conversations.</li> </ul>	<p>By Confirmation Panel and RSPB (Term 3 for full-time students; Term 6 for part-time students)</p>
<p>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).</p>	<ul style="list-style-type: none"> <li>▪ Evidence that academic writing is of standard and ability expected at PhD level, including adequate referencing and language skills.</li> <li>▪ Evidence that writing and research requirements are being met (via proposal and critical literature review).</li> </ul>	<p>By Confirmation Panel and RSPB (Term 3 for full-time students; Term 6 for part-time students)</p>
<p>E: Demonstration of effective project management through the setting of research goals and prioritisation of activities.</p>	<ul style="list-style-type: none"> <li>▪ Create a detailed, realistic plan of work/ timetable for Year 2.</li> <li>▪ Produce supervisory board reports written in a clear and self-reflective style</li> </ul>	<p>By Confirmation Board and RSPB (Term 3 for full-time students; Term 6 for part-time students)</p>
<p>Assess whether the planned research requires completion of the new <a href="#">COVID Risk Assessment</a> for PGR student research and placement activities. All such risk assessments should be discussed at subsequent SPs and RSPBs.</p>		



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"> <li>▪ Training Needs Analysis to be reviewed.</li> <li>▪ Attend Proficio courses and plan for further courses to attend, as appropriate.</li> <li>▪ Prepare 2500-word report on research undertaken to date – identify opportunities and challenges in research; provide overview of primary sources and preliminary analysis or methodological questions arising; consider the possible implications for project (e.g. direction, new ways of thinking, revised training needs).</li> </ul>	<ul style="list-style-type: none"> <li>▪ Term 4 for full-time students; Term 8 for part-time students</li> <li>▪ By end of Term 6 for full-time students; Term 12 for part-time students</li> </ul>
	B: Demonstrate work of the quality and quantity expected at the end of Year 2	<ul style="list-style-type: none"> <li>▪ Produce a <i>minimum</i> of 16000 words for thesis (e.g. two draft chapters).</li> </ul>	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.	<p>For example:</p> <ul style="list-style-type: none"> <li>▪ Deliver workshop</li> <li>▪ Present research to students and staff at seminars or conferences.</li> </ul>	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"> <li>▪ 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).</li> <li>▪ Produce supervisory panel reports written in a clear and self-reflective style.</li> </ul>	By end of year Supervisory Panel and RSPB (Term 6 for full-time students; Term 12 for part-time students)

Assess whether the planned research requires completion of the new [COVID Risk Assessment](#) for PGR student research and placement activities. All such risk assessments should be discussed at subsequent SPs and RSPBs.

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"> <li>Training Needs Analysis reviewed</li> </ul>	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 (or equivalent for part-time students).	<ul style="list-style-type: none"> <li>Research completed (experimental, empirical and theoretical work, where relevant)</li> <li>Prepare 1000-word report on research undertaken to date – identify opportunities and challenges; consider methodological questions arising.</li> </ul>	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"> <li>Completed final draft of thesis for supervisor(s)/supervisory panel comment.</li> </ul>	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"> <li>Clear plan to submission date agreed.</li> </ul>	Timeline agreed by Supervisory Panel and RSPB.