

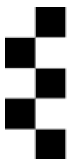
**Faculty of Science and Health
Department of Health and Social Care Milestones for PhD Students – 2021-2022 Entry**

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: Choose/narrow down the research topic and demonstrate significance/impact of 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, access and ethical considerations ▪ Create project plan, outlining objectives for each stage. 	End of Term 3 for full-time students; term 6 for part-time students
	C: 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 panel report written in a clear and self-reflective style 	By confirmation board (end of Term 4 for full-time students; term 7 for part-time students)
	D: Demonstrate work of the quality expected at end of year 1.	3,000 word report- this may be a first draft of the research proposal or other piece of work.	By Supervisory Panel in Term 3 for full-time students; Term 6 for part-time students.
	E: Demonstrate involvement in school-wide research activities as expected at the end of year 1.	Poster presentation at School's Staff-Student Research Conference	At the School's Annual Conference (summer term).

	F: Demonstrate knowledge of Ethics and Research Governance approval processes.	Decisions have been made regarding which ethics and approvals are required. Any relevant ethics applications have been drafted, and where possible, submitted to relevant boards.	By Supervisory Panel in Term 3 for full-time students; Term 6 for part-time students.
M2: Confirmation	A: Demonstrate understanding of chosen topic within the context of the field.	<ul style="list-style-type: none"> ▪ Critical Literature Review (where relevant) 	By Confirmation Board (Term 4 for full-time students; Term 7 for part-time students)
	B: Demonstrate the ability to produce work of the quality and quantity in order to complete within the three year standard PhD period (six years for part-time students).	<ul style="list-style-type: none"> ▪ A 10,000 word document that evidences academic writing is of standard and ability expected at PhD level, including adequate referencing, critical evaluation/discussion and language skills. 	By Confirmation Board (Term 4 for full-time students; Term 7 for part-time students)
	C: Demonstrate the ability to communicate appropriately to lay and expert audiences as expected in year 2.	A 10 minute oral presentation of the proposed research outlining progress to date.	By Confirmation Board (end of Term 4 for full-time students; term 7 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: 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 7 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 at least 40% of thesis in draft form. ▪ Report on research undertaken to date (3,000 word report). 	By end of year Supervisory Panel (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/conferences ▪ Write journal articles 	By end of year Supervisory Panel (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 Panel report written in a clear and self-reflective style 	By end of year Supervisory Panel (Term 6 for full-time students; Term 12 for part-time students)
	E: Demonstrate involvement in School-wide research activities as expected at the end of year 2.	Poster presentation at the School's Staff-Student Research Conference.	At the School's Annual Conference (summer term).
M4: During 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 	By end of year Supervisory Panel (Term 7 for full-time students; Term 16 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 60% draft chapters/ papers that supervisor(s) have judged to be of acceptable standard. 	By end of year Supervisory Panel (Term 7 for full-time students; Term 16 for 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 Supervisory Panel prior to submission/Term 9 for full-time students; Term 18 for part-time students)



	D: Demonstrate involvement in the school-wide research activities as expected at the end of year 3 (or equivalent for part-time students).	Oral presentation at the School's Staff-Student Research Conference.	At the School's Annual Conference (summer term).
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.			
If required: M5: Request to enter Completion period	A: Clear plan to submission	<ul style="list-style-type: none"> • Timeline of work needing to take place before submission • Submission date agreed 	Timeline agreed by Supervisory panel.