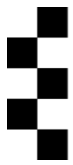
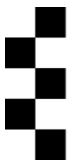


**Faculty of Social Sciences
Department of Language and Linguistics Milestones for MPhil Students – 2021-22 Entry**

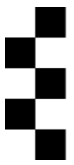
Milestones	Criteria for progress	Deliverables	Deadline
<p>M1: Progress to Year 2 (or equivalent for part-time students)</p>	<p>A: Assess training needs and knowledge required to undertake research project and complete the thesis.</p>	<ul style="list-style-type: none"> ▪ Complete Training Needs Analysis, e.g., using the relevant Moodle resources. ▪ In conjunction with supervisor, plan for Proficio and other training courses to attend according to needs [Covid 19 contingency: face-to-face, dual-mode or online exclusively as appropriate]. ▪ Attend at least four of the workshops offered throughout the academic year as part of LG595. [Covid 19 contingency: Three might be sufficient as long as student’s needs are addressed; these could be attended face-to-face, dual-mode or online exclusively as appropriate. Flexibility here might help students to focus on other work as necessary given the circumstances]. ▪ Regular attendance to Departmental seminars and research groups as relevant [Covid 19 contingency: Although these might be taking place online, this component is very important to keep a sense of community, support, and strong research environment]. 	<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



	<p>B: Choose research topic and demonstrate significance/impact of research.</p>	<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 [Covid 19 contingency: Alternative plans, for example in relation to data collection, should be considered in case of further disruption]. 	<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)
	<p>C: Demonstrate understanding of chosen topic within the context of the field.</p>	<p>Critical Literature Review (where relevant)</p>	<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.
	<p>D: Demonstrate the ability to produce work of the quality and quantity in order to complete an MPhil within the three year maximum period.</p>	<ul style="list-style-type: none"> ▪ Evidence that academic writing is of standard and ability expected at MPhil level, including adequate referencing and language skills. ▪ Have produced 50% of thesis in draft format. 	<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.
	<p>E: Demonstration of effective project management through the setting of research goals and prioritisation of activities.</p>	<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 	<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.
	<p>F: Have begun to collect</p>	<p>Provide short written</p>	<ul style="list-style-type: none"> ▪ By end of year 1 SP



	and analyse evidence for application to your research questions.	report on progress to supervisor.	and RSPB –(Term 3) for full-time students; <ul style="list-style-type: none"> By end of year 2 SP and RSPB – (Term 6) 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.			
M2: During Year 2	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 [Covid 19 contingency: training could take place face-to-face, dual-mode or online exclusively as appropriate]. Regular attendance to Departmental seminars and research groups as relevant [Covid 19 contingency: Although these might be taking place online, this component is very important to keep a sense of community, support, and strong research environment]. 	<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: 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. Produce Supervisory Panel report written in a clear and self-reflective style 	By Supervisory Panel (Term 4 for full-time students; Term 6 for part-time students)
	C: Demonstrate work of the quality and quantity expected at the end of Year 2	<ul style="list-style-type: none"> Research completed (empirical and theoretical work, where relevant) Produce sufficient draft chapters/ papers Produce good drafts 	By Supervisory Panel (Term 4 for full-time students; Term 6 for part-time students)



		<p>of at least 80% of the chapters of your thesis</p> <ul style="list-style-type: none"> ▪ Produce Supervisory Panel report written in a clear and self-reflective style ▪ Present research to students and staff at seminars/conference [Covid 19 contingency: e.g., online]. 	
		<ul style="list-style-type: none"> ▪ Completed final draft of thesis for supervisor(s)/supervisory panel comment 	By end of year Supervisory Panel (Term 6 for full-time students; Term 12 for part-time students)
If Required: M3: 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 	Timeline agreed by Supervisory board.
<p>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.</p>			