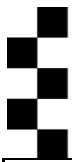
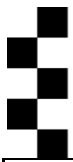


Faculty of Social Sciences
Institute for Social and Economic Research
Milestones for PhD Students – 2021-22 Entry

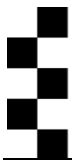
Milestones	Criteria for progress	Deliverables	Deadline
M1: Confirmation and Progress to Year 2 (or equivalent for part-time students)	A: Assess training needs and knowledge required to undertake research for Paper 1	<ul style="list-style-type: none"> ▪ Training Needs Analysis to be completed ▪ Attend 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 four year maximum 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 complete draft of Paper 1 by the end of Term 4 (for full-time students; Term 7 for part-time) 	<ul style="list-style-type: none"> ▪ By Confirmation Board (Term 3 for full-time 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 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)
<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>			
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	For example: <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 the ability to submit within the three year standard PhD period (six year for part-time students) ▪ Produce supervisory board report written in a clear and self-reflective style 	<ul style="list-style-type: none"> ▪ By end of year Supervisory Board (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)	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.
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.			