

Faculty of Science and Health
SRES Milestones for PhD as a series of papers – 2021-22 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 Paper 1 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 ▪ Paper 1 plan outlining objectives for each stage. Feasibility report – identifying sources, access and ethical considerations. Create project plan, outlining objectives for each stage. 	By 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"> ▪ Critical literature review ▪ Create a detailed, realistic plan of work/ timetable for Year 2. ▪ Produce supervisory board report written in a clear and self-reflective style 	By end of Term 3 for full-time students; Term 6 for part-time students

	D: Subject-specific milestones	<ul style="list-style-type: none"> • 3000 word annual report including plan with timeline • 10 minute presentation • Poster presentation at SRES conference 	By end of 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"> ▪ Evidence that academic writing is of standard and ability expected at PhD level, including adequate referencing and language skills. 	By Confirmation Board (Term 4 for full-time students; Term 7 for part-time students)
	C: Subject-specific milestones	<p>Literature review appropriate for central topic</p> <p>A substantive paper 1 draft</p> <p>Updated annual report</p> <p>10-minute presentation</p> <p>Response to previous recommendations</p> <p>Oral presentation at SRES conference</p>	By Confirmation Board (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"> Drafts of the following chapters. Introduction chapter (inc. literature review and outline of methodologies employed) Complete draft of paper 1 Substantial draft of paper 2 	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.	<p>For example:</p> <ul style="list-style-type: none"> Deliver workshop Present research to students and staff at seminars /conferences 	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 Year 3 which demonstrates the ability to submit within the three year standard PhD period (six years for part-time students). Produce supervisory board report written in a clear and self-reflective style 	By end of year Supervisory Board (Term 6 for full-time students; Term 12 for part-time students)

	E: Subject-specific milestones	<ul style="list-style-type: none"> • 3000 word annual (which includes B and D) report including plan with timeline • Oral presentation at SRES conference 	By end of year Supervisory Board (Term 6 for full-time students; Term 12 for part-time students)
M4: 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 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) ▪ Complete drafts of: <ul style="list-style-type: none"> ▪ Introduction ▪ Papers 1 and 2 ▪ Substantial draft of paper 3 and conclusion chapters 	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"> ▪ Completed introduction and papers 1 and 2 ▪ Substantial draft of paper 3 ▪ Supervisory panel reports ▪ Continuing detailed and realistic plans of work / timetable for the next six months. 	By interim Supervisory Board prior to submission/Term 7/8 for full-time students; Term 15 to16 for part-time students)
	D: Subject-specific milestones	<ul style="list-style-type: none"> • Oral presentation at SRES conference 	By interim Supervisory Board prior to submission/Term 7/8 for full-time students; Term 15 to16 for part-time students)
If required: M4: 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 board.

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