

Faculty of Humanities: Standard Milestones for PhD Students
School of Philosophy & Art History (Art History)

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 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 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. 	<p>A research outline and a critical literature review will be presented at the first supervisory board, i.e. during term 2 for F/T students, or during term 4 for P/T students.</p> <p>If the relevant Board requires it, these submissions can be reworked and resubmitted for the Confirmation Board (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.	<ul style="list-style-type: none"> Critical Literature Review (where relevant) 	Same as M1B.
	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 of standard and ability expected at PhD level, including adequate referencing and language skills. <p>This will standardly take the form of a 10000-word document in good draft.</p>	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 	By Confirmation Board (Term 3 for full-time students; Term 6 for part-time students)

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"> 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 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 another 10000 words in good draft. Report on research undertaken to date 	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 	By end of year Supervisory Board (Term 6 for full-time students; Term 12 for part-time students) Art History research students formally present their research to staff and students in 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. 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)
M3: Progress from 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"> Training Needs Analysis reviewed 	By end of year Supervisory Board (Term 9 for full-time students; Term 18 for part-time students)
	B: Demonstrate work of the quality and quantity expected at the end of Year 3 (or equivalent for part-time students)	<ul style="list-style-type: none"> Research completed (experimental, empirical and theoretical work, where relevant) Have a substantial portion of the thesis in good draft (standardly about two thirds of the work). 	By end of year Supervisory Board (Term 9 for full-time students; Term 18 for part-time students)
	C: Demonstrate ability to complete within the maximum period.	<ul style="list-style-type: none"> Produce a realistic completion year plan. Produce supervisory board report written 	By end of year Supervisory Board (Term 9 for full-time students; Term 18 for

		in a clear and self-reflective style	part-time students)
M4: During Completion Year	A: Clear evidence of progress towards submission	<ul style="list-style-type: none"> Completed final draft of thesis for supervisor(s)/supervisory board comment 	By interim Supervisory Board prior to submission/Term 2 of completion year (Term 11/12 for full-time students; Term 20/21 for part-time students)

Updated by NRG Sept 2015