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<th>Milestones</th>
<th>Criteria for progress</th>
<th>Deliverables</th>
<th>Deadline</th>
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| 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. | ▪ Training Needs Analysis to be completed.  
▪ Attend Proficio courses and plan for further courses to attend, as appropriate. | ▪ 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.             | Research Project Proposal, including (dependent on subject area):  
▪ 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. | By Confirmation Panel and RSPB (Term 3 for full-time students; Term 6 for part-time students)                                                                                   |
|                                                 |                                                                                       |                                                                                                                                                                                                           |                                                                                              |
|                                                 | C: Demonstrate understanding of chosen topic within the context of the field.          | ▪ Critical Literature Review to acceptable standard  
▪ Elaborate research questions to be answered in the thesis to acceptable standard | By Confirmation Panel and RSPB (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. | ▪ Evidence that academic writing is of standard and ability expected at PhD level, including adequate referencing and language skills.                   | By Confirmation Panel and RSPB (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. | ▪ Create a detailed, realistic plan of work/ timetable for Year 2.  
▪ Produce supervisory board reports written in a clear and self-reflective style | By Confirmation Board and RSPB (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. | ▪ Training Needs Analysis to be reviewed.  
▪ Attend Proficio courses and plan for further courses to attend, as appropriate. | ▪ 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 |

Approved by Deputy Dean via PGRE Office: August 2017
### History Department, Faculty of Humanities: Standard Milestones for PhD Students

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<th>M3: Progress from Year 3 (or equivalent for part-time students) to Completion Year</th>
<th>B: Demonstrate work of the quality and quantity expected at the end of Year 2</th>
<th>C: Review significance and impact of research and articulate output.</th>
<th>D: Demonstration of effective project management through the setting of research goals and prioritisation of activities.</th>
<th>By end of year Supervisory Panel and RSPB (Term 6 for full-time students; Term 12 for part-time students)</th>
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| A: Ability to reflect on skills and knowledge development and its application to the research project | • Produce a minimum of 2 draft chapters/ papers  
• Report on research undertaken to date | For example:  
• Deliver workshop  
• Present research to students and staff at seminars or conferences | • Create a detailed, realistic plan of work/ timetable for Year 3.  
• Produce supervisory board reports written in a clear and self-reflective style | By end of year Supervisory Panel and RSPB (Term 6 for full-time students; Term 12 for part-time students) |

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<th>M4: During Completion Year</th>
<th>B: Demonstrate work of the quality and quantity expected at the end of Year 3 (or equivalent for part-time students)</th>
<th>C: Demonstrate ability to complete within the maximum period.</th>
<th>A: Clear evidence of progress towards submission</th>
<th>By interim Supervisory Panel and RSPB, prior to submission/Term 2 of completion year (Term 11/12 for full-time students; Term 20/21 for part-time students)</th>
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| | • Research completed (experimental, empirical and theoretical work, where relevant)  
• Produce minimum of 2 draft chapters/ papers | • Produce a realistic completion year plan.  
• Produce supervisory board reports written in a clear and self-reflective style | • Completed final draft of thesis for supervisor(s)/ supervisory board comment | |