<table>
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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 Insite workshops  
▪ Regular attendance at department research seminars  
▪ 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.  
▪ Create project plan, outlining objectives for each stage.  
▪ Feasibility report-identifying sources, access and ethical considerations | 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. | ▪ Critical literature Review | 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. | Evidence that academic writing is of standard and ability expected at PhD level, including adequate referencing and language skills. One of the following should be provided:  
▪ Draft methodology chapter.  
▪ Detailed outline of the conceptual framework (This is equivalent to approx. 20% of overall thesis) | By Confirmation Board (Term 3 for full-time students; Term 6 for part-time students) |
<p>| | E: Demonstration of | ▪ Create a detailed | By Confirmation Board |</p>
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<th>M2: Progress from Year 2 to Year 3 (or equivalent for part-time students)</th>
<th>A: Review training needs and knowledge required to continue with research project and complete the thesis.</th>
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<th>(Term 3 for full-time students; Term 6 for part-time students)</th>
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|  | • Training Needs Analysis to be completed.  
• Attend Proficio courses and Insite workshops  
• Regular attendance at department research seminars  
• Plan for further courses to attend, as appropriate. |  |  |
| B: Demonstrate work of the quality and quantity expected at the end of Year 2 | Drafts of following chapters:  
• Literature review  
• Methodology  
• At least one data analysis chapter  
• Report on research undertaken to date  
(This is equivalent approx. 40% of overall thesis) | By end of year Supervisory Panel  
(Term 6 for full-time students; Term 12 for part-time students) |  |
| C: Review significance and impact of research and articulate output. | • Presentation of research project to staff and students at annual PhD conference | By end of year Supervisory Panel  
(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. | • Continuing detailed, realistic plans of work/timetable for the next six months which demonstrates the ability to submit within the three year standard PhD period (six years for part-time students)  
• Supervisory Panel report written in a clear and self-reflective style | By end of year Supervisory Panel  
(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 |  |  |
|  | • Training Needs Analysis reviewed  
• Regular attendance at department research | By end of year Supervisory Panel  
(Term 7 for full-time students; Term 15 for |  |
<table>
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<th>research project</th>
<th>seminars</th>
<th>part-time students)</th>
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| B: Demonstrate work of the quality and quantity expected when nearing submission or equivalent for part-time students) | ▪ Research completed (experimental, empirical and theoretical work, where relevant)  
▪ Minimum 4 draft chapters (This is equivalent to approx. 70% of overall thesis). | By end of year Supervisory Panel (Term 7 for full-time students; Term 15 for part-time students) |
| C: Clear evidence of progress towards submission.                                  | ▪ Continuing detailed, realistic plans of work/ timetable for the next six months.  
▪ Supervisory Panel report written in a clear and self-reflective style  
▪ Completed final draft of thesis for supervisor(s)/ supervisory Panel comment  
(This is equivalent to approx. 100% of completed thesis). | By end of year Supervisory Panel (Term 7/8 for full-time students; Term 15/16 for part-time students) |
| If Required M4: Request to Enter Completion Period                                 | A Administrative milestones  
B: Clear plan to submission  
▪ Submit approval of thesis title form  
▪ Timeline of work needing to take place before submission  
▪ Submission date agreed | Timeline agreed by supervisory Panel |

If Required M4: Request to Enter Completion Period