### Department of History: Standard Milestones for Masters by Dissertation Students – 2018-2019 entry

<table>
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<th>Milestones</th>
<th>Criteria for progress</th>
<th>Deliverables</th>
<th>Deadline</th>
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| M1: During year 1 | 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: Clarify research topic and demonstrate an understanding of topic and relevance to wider 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 first Supervisory Panel and RSPB (Term 1 for full-time students; Term 2/3 for part-time students) |
| | C: Demonstrate the ability to produce work of the quality and quantity in order to complete a Masters by Dissertation within a maximum of 2 years | ▪ Evidence that academic writing is of standard and ability expected at Masters by dissertation level, including adequate referencing and language skills.  
▪ Write critical literature review | By end of year 1 SP and RSPB –(Term 3) for full-time students;  
By end of year 2 SB and RSPC – (Term 6) for part-time students. |
| | D: Demonstrate work of the quality and quantity expected at the end of Year 1 | ▪ Create a detailed, realistic plan of work leading to submission  
▪ Produce x draft chapters/papers  
▪ Report on research undertaken to date  
▪ Research completed (empirical and theoretical work, where relevant)  
▪ Produce supervisory | By end of year Supervisory Panel (Term 3 for full-time students; Term 6 for part-time students) |
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<th>If Required M2: Request to enter Completion Period</th>
<th>A: Clear evidence of progress towards submission.</th>
<th>Timeline of work needing to take place before submission</th>
<th>Timeline agreed by Supervisory board</th>
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<td>E: Demonstration of effective project management through the setting of research goals and prioritisation of activities.</td>
<td>▪ Create a detailed, realistic completion plan (if required) ▪ Produce supervisory panel report written in a clear and self-reflective style ▪ Completed final draft of thesis for supervisor(s)/supervisory panel comment</td>
<td>▪ By end of year Supervisory Board (Term 3 for full-time students; Term 6 for part-time students)</td>
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