<table>
<thead>
<tr>
<th>Milestones</th>
<th>Criteria for progress</th>
<th>Deliverables</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>M1: Progress to Year 2 (or equivalent for part-time students)</td>
<td>A: Assess training needs and knowledge required to undertake research project and complete the thesis.</td>
<td>▪ Training Needs Analysis to be completed. ▪ Attend Proficio courses and plan for further courses to attend, as appropriate.</td>
<td>▪ 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</td>
</tr>
<tr>
<td></td>
<td>B: Choose/narrow down the research topic and demonstrate significance/impact of research.</td>
<td>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.</td>
<td>End of Term 3 for full-time students; term 6 for part-time students</td>
</tr>
<tr>
<td></td>
<td>C: Demonstration of effective project management through the setting of research goals and prioritisation of activities.</td>
<td>▪ Create a detailed, realistic plan of work/timetable for Year 2. ▪ Produce supervisory panel report written in a clear and self-reflective style</td>
<td>By confirmation board (end of Term 4 for full-time students; term 7 for part-time students)</td>
</tr>
<tr>
<td></td>
<td>D: Demonstrate work of the quality expected at end of year 1.</td>
<td>3,000 word report- this may be a first draft of the research proposal or other piece of work.</td>
<td>By Supervisory Panel in Term 3 for full-time students; Term 6 for part-time students.</td>
</tr>
<tr>
<td></td>
<td>E: Demonstrate involvement in school-wide research activities as expected at the end of year 1.</td>
<td>Poster presentation at School’s Staff-Student Research Conference</td>
<td>At the School’s Annual Conference (summer term).</td>
</tr>
<tr>
<td></td>
<td>F: Demonstrate knowledge of Ethics and Research Governance approval processes.</td>
<td>Decisions have been made regarding which ethics and approvals are required. Any relevant ethics applications have been drafted, and where possible, submitted to relevant boards.</td>
<td>By Supervisory Panel in Term 3 for full-time students; Term 6 for part-time students.</td>
</tr>
<tr>
<td>M2: Confirmation</td>
<td>A: Demonstrate understanding of chosen topic within the context of the field.</td>
<td>Critical Literature Review (where relevant)</td>
<td>By Confirmation Board (Term 4 for full-time students; Term 7 for part-time students)</td>
</tr>
<tr>
<td>------------------</td>
<td>-----------------------------------------------------------------</td>
<td>------------------------------------------</td>
<td>-------------------------------------------------------------</td>
</tr>
<tr>
<td></td>
<td>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).</td>
<td>A 10,000 word document that evidences academic writing is of standard and ability expected at PhD level, including adequate referencing, critical evaluation/discussion and language skills.</td>
<td>By Confirmation Board (Term 4 for full-time students; Term 7 for part-time students)</td>
</tr>
<tr>
<td></td>
<td>C: Demonstrate the ability to communicate appropriately to lay and expert audiences as expected in year 2.</td>
<td>A 10 minute oral presentation of the proposed research outlining progress to date.</td>
<td>By Confirmation Board (end of Term 4 for full-time students; term 7 for part-time students)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>M3: 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>
<th>Training Needs Analysis to be reviewed.</th>
<th>Term 4 for full-time students; Term 7 for part-time students</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>B: Demonstrate work of the quality and quantity expected at the end of Year 2</td>
<td>Produce at least 40% of thesis in draft form.</td>
<td>By end of year Supervisory Panel (Term 6 for full-time students; Term 12 for part-time students)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Report on research undertaken to date (3,000 word report).</td>
<td></td>
</tr>
<tr>
<td></td>
<td>C: Review significance and impact of research and articulate output.</td>
<td>For example: Deliver workshop</td>
<td>By end of year Supervisory Panel (Term 6 for full-time students; Term 12 for part-time students)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Present research to students and staff at seminars/conferences</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Write journal articles</td>
<td></td>
</tr>
<tr>
<td></td>
<td>D: Demonstration of effective project management through the setting of research goals and prioritisation of activities.</td>
<td>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).</td>
<td>By end of year Supervisory Panel (Term 6 for full-time students; Term 12 for part-time students)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Produce Supervisory Panel report written</td>
<td></td>
</tr>
<tr>
<td>M4: During Year 3 (or equivalent for part-time students)</td>
<td>A: Ability to reflect on skills and knowledge development and its application to the research project</td>
<td>▪ Training Needs Analysis reviewed</td>
<td>By end of year Supervisory Panel (Term 7 for full-time students; Term 16 for part-time students)</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td></td>
<td>B: Demonstrate work of the quality and quantity expected when nearing submission</td>
<td>▪ Research completed (experimental, empirical and theoretical work, where relevant) ▪ Produce 60% draft chapters/papers that supervisor(s) have judged to be of acceptable standard.</td>
<td>By end of year Supervisory Panel (Term 7 for full-time students; Term 16 for part-time students).</td>
</tr>
<tr>
<td></td>
<td>C: Clear evidence of progress towards submission</td>
<td>▪ Completed final draft of thesis for supervisor(s)/supervisory panel comment</td>
<td>By Supervisory Panel prior to submission/Term 9 for full-time students; Term 18 for part-time students)</td>
</tr>
<tr>
<td></td>
<td>D: Demonstrate involvement in the school-wide research activities as expected at the end of year 3 (or equivalent for part-time students).</td>
<td>Oral presentation at the School’s Staff-Student Research Conference.</td>
<td>At the School’s Annual Conference (summer term).</td>
</tr>
<tr>
<td>If required: M5: Request to enter Completion period</td>
<td>A: Clear plan to submission</td>
<td>▪ Timeline of work needing to take place before submission ▪ Submission date agreed</td>
<td>Timeline agreed by Supervisory panel.</td>
</tr>
</tbody>
</table>