# Sociology Standard Milestones for PhD Students – 2018-2019 entry

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<th>Requirement</th>
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| **M 1 : Achieve confirmation of PhD status and progress to Year 2 (Year 3 for part-time students)**<br><br>*Deadline: by the Term 3 Confirmation Board (Term 6 for part-time students) for all requirements, except that the Training Needs Analysis must be completed by the end of Term 1.* | A: Assess training needs and knowledge required to undertake research project and complete the thesis<br><br>• Training Needs Analysis to be completed.<br>• Attend Proficio courses and/or plan for further courses to attend, as appropriate<br>• Research Proposal, including (dependent on subject area):<br>  • Write central research problem/questions to be answered.<br>  • Methodological considerations.<br>  • Feasibility Report – identifying sources, access and ethical considerations<br>  • Plan outlining objectives for each stage<br><br>B: Choose research topic and demonstrate significance/impact of research.<br><br>C: Demonstrate understanding of chosen topic within the context of the field.<br><br>D: Demonstrate the ability to produce work of the quality and quantity expected at the end of Year 2<br><br>E: Demonstration of effective project management through the setting of research goals and prioritisation of activities.<br>• 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).<br>• Produce supervisory board reports written in a clear and self-reflective style<br><br>F: Professionalisation | A: Review training needs and knowledge required to continue with research project and complete the thesis<br><br>• Training Needs Analysis to be reviewed.<br>• Attend Proficio courses and plan for further courses to attend, as appropriate.<br>• Undertake original research on topic.<br>• Produce draft chapters/ papers<br>• Report on research undertaken to date<br>• For example:<br>  • Deliver workshop<br>  • Present research to students and staff at seminars/conferences<br>  • Start to write journal articles or book chapters<br>• 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).<br>• Produce supervisory board reports written in a clear and self-reflective style
### M3: Year 3 (years 5 and 6 for part-time students)

**Deadline: by end of year 3 Supervisory Board (year 6 for part-time students)**

| A: Ability to reflect on skills and knowledge development and its application to the research project | • Ensure all training needs have been met |
| B: Demonstrate work of the quality and quantity expected when nearing submission | • Research completed (experimental, empirical and theoretical work, where relevant)  
• Produce draft chapters/papers |
| C: Clear evidence of progress towards submission | • Completed final draft of thesis for supervisor(s)/supervisory board comment |
| D: Professionalisation | • Present paper at external conference  
• If possible, submit paper for publication |
| E: If completion period required, clear plan to submission | • Detailed plan for submission agreed by end of year 3 (year 6 for part-time students) Supervisory Board |

### M4: If required, Completion Period.

Completion periods will be approved on a termly basis and will be for a maximum of 11 months in total

| A: Must complete PhD no later than 11 months after entering completion year | • Progress checked regularly by supervisor(s)  
• Submission date agreed |