

Department of Mathematical Sciences

Faculty of Science and Health

MPhil Students

Postgraduate Research milestones are used to ensure students are making sufficient progress during their studies, and to provide a supportive framework to guide students through the various stages of their research. The Milestones should also help to keep students on track to submit within the appropriate period. PGR supervisors should talk through the relevant milestones during supervisory meetings and they should be referred to on a regular basis.

Supervisory Panels and Research Students' Progress Boards will use the milestones to reflect on the level of progress being made, ahead of making a recommendation. Whilst the milestones are specific for each department and type of course, it is recognised that every research journey is different, and that whilst the milestones provide an overarching framework of expectations, a degree of flexibility should be given, based on the trajectory and scope of research.

Students and supervisors are encouraged to supplement these milestones with individual research plans which take into account the specifics of an individual research project and the individual circumstances of the PGR student.

Contents

- Year 1 (Full time), Year 1 and 2 (Part time)..... 2**
 - Ahead of the first Supervisory Panel..... 2**
 - Ahead of the second Supervisory Panel 2**
- Year 2 (Full time), Year 3 and 4 (Part time)..... 2**
 - Ahead of the third Supervisory Panel 2**
 - Ahead of the fourth Supervisory Panel..... 3**
- Completion Period 3**

**Year 1 (Full time), Year 1 and 2 (Part time)****Ahead of the first Supervisory Panel**

Milestone	Requirement	Full Time term	Part Time term
M1.1	<u>Assess training needs and knowledge required to undertake research project and complete the thesis.</u> <ul style="list-style-type: none"> ▪ Training Needs Analysis to be completed. 	1	2

Ahead of the second Supervisory Panel

Milestone	Requirement	Full Time term	Part Time term
M1.2	<u>Choose/narrow down the research topic and demonstrate significance/impact of research.</u> Research Project Proposal, including (dependent on subject area): <ul style="list-style-type: none"> ▪ Write central research problem/questions to be answered. ▪ Methodological considerations. ▪ Feasibility Report – identifying sources, access, health and safety aspects and ethical considerations. ▪ Create project plan, outlining objectives for each stage. 	2	4
M1.3	<u>Demonstration of effective project management through the setting of research goals and prioritisation of activities.</u> <ul style="list-style-type: none"> ▪ Create a detailed, realistic plan of work/ timetable for Year 2. ▪ Produce supervisory panel report written in a clear and self-reflective style. ▪ Attend Proficore courses and plan for further courses to attend, as appropriate. 	3	6

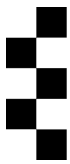
Has the student and supervisory team considered whether the research will be using human participants, and if so, has sought and received formal university ethics approval.

Has the student and supervisory team considered whether the research uses security-sensitive material, and if so, has sought and received formal university registration of this material.

The Supervisory Panel will make a recommendation to the Research Students' Progress Board, ahead of the next academic year. Further information regarding Supervisory Panels and Research Students' Progress Boards can be found here: <https://www.essex.ac.uk/student/postgraduate-research/pgr-progress>

Year 2 (Full time), Year 3 and 4 (Part time)**Ahead of the third Supervisory Panel**

Milestone	Requirement	Full Time term	Part Time term
M2.1	<u>Review training needs and knowledge required to continue with research project and complete the thesis.</u> <ul style="list-style-type: none"> ▪ Training Needs Analysis to be reviewed. 	4	7
M2.2	<u>Demonstrate understanding of chosen topic within the context of the field.</u> <ul style="list-style-type: none"> ▪ Critical Literature Review (where relevant). 	4	7
M2.3	<u>Demonstrate the ability to produce work of the quality and quantity in order to complete within the standard period.</u> <ul style="list-style-type: none"> ▪ Evidence that academic writing is of standard, and ability expected at MPhil level, including adequate referencing and language skills. 	4	8



M2.4	<p><u>Students must have gained an in depth understanding of their chosen field of study.</u></p> <ul style="list-style-type: none"> Full progress report (8 - 10,000 words in most cases, but a shorter report accompanied by a clear summary of relevant results /work may be acceptable [with the supervisor's approval]) 	4	8
M2.4	<p><u>Demonstrate work of the quality and quantity expected for an MPhil at the end of Year 2 (or equivalent for part-time students).</u></p> <ul style="list-style-type: none"> Produce draft of all core chapters. Report on research undertaken to date. 	4	9
M2.5	<p><u>Demonstration of effective project management through the setting of research goals and prioritisation of activities.</u></p> <ul style="list-style-type: none"> Produce Supervisory Panel report written in a clear and self- reflective style 	4	9

Ahead of the fourth Supervisory Panel

Milestone	Requirement	Full Time term	Part Time term
M2.6	<p><u>Review training needs and knowledge required to continue with research project and complete the thesis.</u></p> <ul style="list-style-type: none"> Attend Proficio courses and plan for further courses to attend, as appropriate. 	5	10
M2.7	<p><u>Demonstrate work of the quality and quantity expected when nearing submission.</u></p> <ul style="list-style-type: none"> Research completed (experimental, empirical and theoretical work, where relevant). 	6	11
M2.8	<p><u>Clear evidence of progress towards submission.</u></p> <ul style="list-style-type: none"> Completed final draft of thesis for supervisor(s)/ supervisory panel comment. If required, create a detailed, realistic completion plan. 	6	12
M2.9	<p><u>Subject-specific milestones.</u></p> <ul style="list-style-type: none"> Review publication(s) so far and plan further ones if enough unpublished results have been produced. 	Timeline agreed by Supervisory panel.	Timeline agreed by Supervisory panel.

Has the student and supervisory team considered whether the research will be using human participants, and if so, has sought and received formal university ethics approval.

Has the student and supervisory team considered whether the research uses security-sensitive material, and if so, has sought and received formal university registration of this material.

The Supervisory Panel will make a recommendation to the Research Student Progress Board, ahead of the next academic year. Further information regarding Supervisory Panels and Research Student Progress Boards can be found here: <https://www.essex.ac.uk/student/postgraduate-research/pgr-progress>

Completion Period

If, at the 4th supervisory Panel, a student isn't on track to submit their thesis by the end of year 2 (year 4 for Part time students), a recommendation for a period of completion can be requested from the RSPB, for approval by the Faculty Dean (Postgraduate).

Milestone	Requirement	Term to undertake work <i>(To be used as a guide only)</i>
C1.1	<p><u>Clear plan to submission.</u></p> <ul style="list-style-type: none"> Submission date agreed Detailed schedule to submission 	Timeline agreed by Supervisory panel.