Milestones for RHD Candidates and Advisory Teams

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Aim

• To summarise what is required at each milestone – confirmation, mid-candidature and thesis review
• To show what changes each time
• To provide a step by step process chart for each milestone
How to view this slideshow

- View it in “Slide show”
- Changes from confirmation to mid-candidature are shown in this colour
- Changes from mid-candidature to thesis review are shown in this colour
- The flow charts at the end show
  - RHD candidates role in this colour
  - advisory team role in this colour
  - PGC role in this colour
  - RAO role in this colour
Confirmation
(12 months FTE after admission)

• Document
  – Lit review including rationale and aims of study
  – Research Plan
  – Thesis outline
  – Timetable to completion
  – Resources required
  – Career aspirations
  – Status of ethical clearance
  – Details of oral presentation

• Interview
  – Chair (Prof Linda Worrall)
  – Independent Panel Member, Advisory Team, Candidate

• Presentation
  – At SHRS Postgraduate conference or seminar prior to interview
Mid-candidature
(12 months FTE after admission)

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Mid-candidature
(12 months FTE after confirmation)

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  - one, preferably two papers or chapters (one paper for MPhil)
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- **Presentation**
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Mid-candidature
(12 months FTE after confirmation)

• Document
  – One, preferably two papers or chapters (one paper for MPhil)
  – Revised Thesis outline
  – Revised Timetable to completion
  – Revised Resources required
  – Revised Career aspirations
  – Status of ethical clearance
  – Details of oral presentation

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  – Revised Career aspirations
  – Details of oral presentation (including PPT’s + feedback)

• Interview (only if requested)
  – Chair (Prof Linda Worrall, Prof Gwen Jull)
  – Same Independent Panel Member, Advisory Team, Candidate

• Presentation
  – At SHRS Postgraduate conference or seminar prior to interview
Mid-candidature
(12 months FTE after confirmation)

• Document
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  – Revised Thesis outline
  – Revised Timetable to completion
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• Presentation
  – At SHRS Postgraduate conference or seminar prior to interview or national or international conference presentation
Thesis review
(12 months FTE after confirmation)

• Document
  – One, preferably two papers or chapters (one paper for MPhil)
  – Revised Thesis outline
  – Revised Timetable to completion
  – Revised Resources required
  – Revised Career aspirations
  – Details of oral presentation (including PPT’s + feedback)

• Interview (only if requested)
  – Chair (Prof Linda Worrall, Prof Gwen Jull)
  – Same Independent Panel Member, Advisory Team, Candidate

• Presentation
  – At SHRS Postgraduate conference or seminar prior to interview or national or international conference presentation
**Thesis Review**

*3 months FTE before submission*

- **Document**
  - One, preferably two papers or chapters (one paper for MPhil)
  - Revised Thesis outline
  - Revised Timetable to completion
  - Revised Resources required
  - Revised Career aspirations
  - Details of oral presentation (including PPT’s + feedback)

- **Interview** *(only if requested)*
  - Chair (Prof Linda Worrall, Prof Gwen Jull)
  - Same Independent Panel Member, Advisory Team, Candidate

- **Presentation**
  - At SHRS Postgraduate conference or seminar prior to interview or national or international conference presentation
Thesis Review
(3 months FTE before submission)

- **Document**
  - Front matter to thesis, including abstract
  - One, preferably two papers or chapters (one paper for MPhil)
  - Revised Thesis outline
  - Revised Timetable to completion
  - Revised Resources required
  - Revised Career aspirations
  - Details of oral presentation (including PPT's + feedback)

- **Interview** *(only if requested)*
  - Chair (Prof Linda Worrall, Prof Gwen Jull)
  - Same Independent Panel Member, Advisory Team, Candidate

- **Presentation**
  - At SHRS Postgraduate conference or seminar prior to interview or national or international conference presentation
Thesis Review
(3 months FTE before submission)

• Document
  – Front matter to thesis, including abstract
  – At least two papers or chapters
  – Revised Thesis outline
  – Revised Timetable to completion
  – Revised Resources required
  – Revised Career aspirations
  – Details of oral presentation (including PPT's + feedback)

• Interview (only if requested)
  – Chair (Prof Linda Worrall, Prof Gwen Jull)
  – Same Independent Panel Member, Advisory Team, Candidate

• Presentation
  – At SHRS Postgraduate conference or seminar prior to interview or national or international conference presentation
Thesis Review
(3 months FTE before submission)

• Document
  – Front matter to thesis, including abstract
  – At least two papers or chapters
  – Revised and expanded Thesis outline
  – Revised Timetable to completion
  – Revised Resources required
  – Revised Career aspirations
  – Details of oral presentation (including PPT's + feedback)

• Interview (only if requested)
  – Chair (Prof Linda Worrall, Prof Gwen Jull)
  – Same Independent Panel Member, Advisory Team, Candidate

• Presentation
  – At SHRS Postgraduate conference or seminar prior to interview or national or international conference presentation
CONFIRMATION MILESTONE

- Advisor checks UQ reportal for upcoming confirmation due date
- Student checks mySI-net for upcoming confirmation due date

- Advisor organises independent panel member and date/time of meeting with student and advisory team
- Advisor notifies research admin

- Research admin confirms date with Chair/PGC, books interview room and sends out notifications

- Student sends documents directly to committee members 2 weeks prior to interview

- PGC takes milestone form to interview for completion

- PGC writes Chair’s report and circulates it to the rest of committee members

- PGC sends the report and form to Research admin
MIDCANDIDATURE/THESIS REVIEW MILESTONE

- Advisor checks UQ reportal for upcoming milestone due date
- Student checks mySI-net for upcoming milestone due date

- Student, Advisory team or PGC may opt to also hold an interview. This is arranged between committee members and the student.

- Student sends documents directly to committee members

- PGC and advisory team organise completion of milestone form

- PGC writes Chair’s report and circulates it to the rest of committee members

- PGC sends the report and form to Research admin
Contacts

For all forms and administration matters – Glynnis Shenfield
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