

## School of Languages and Cultures Milestone School Requirements: Thesis Review

*All requirements should be completed by the due date for milestone attainment.*

The Thesis Review Milestone:

- Enables the school to determine collectively whether the work will be ready for assessment by the expected date;
- Allows any differences of opinion among the candidate and the advisory team about the readiness of the thesis for assessment to be aired and settled in a collegial academic environment;
- Assures the candidate and advisory team of the scope, originality and quality of the thesis;
- Identifies any major concerns that need attention before submission; and
- Enables the candidate and the advisors to express any reservations or concerns about having any particular individual act as an assessor of the thesis.

**Oral Presentation** (should be scheduled on one of the quarterly SLC milestone seminar days\*)

The Oral Presentation\* is a formal seminar presentation to the School

- 20 minutes, followed by 10 minutes question time;
- Should be clear, concise and free of jargon, appropriate for the audience; and
- Should outline the whole project with emphasis on work since Mid-Candidature review.

**\*Note:** As an alternative to the Milestone Oral Presentation, candidates may give a conference presentation, either on the milestone seminar day or at a conference. This can be a special topic derived from their research or an overview of their project and findings to date. The supervisory team must be able to verify the student's performance in the oral presentation if it is presented outside the School.

**Written documentation** (should be submitted two weeks before the interview)

### (1) Portfolio

The candidate submits an updated version of the portfolio completed for the Mid-candidature milestone. The portfolio should indicate the date of the successful completion of the online Research Integrity Module.

### (2) Milestone document

Good, coherent, academic prose that conforms to discipline standards, comprising:

- 300-800 word abstract;
- Thesis 'Table of Contents';
- Draft chapters; and
- Timeline for completion.

**Note:** The Advisors and the Reader do not have to read all of the submitted chapters, but the student is expected to submit most of the chapters to demonstrate that the thesis is ready for submission.

## **Interview:**

The interview will be 30 - 45 minutes in length. The PGC, committee members (Principal/Associate Advisors and the Reader) and student discuss the committee members' reports, particularly with respect to:

- any differences of opinion between the candidate and the advisory team about the readiness of the thesis for assessment, in order to settle any differences in a collegial academic environment;
- any major concerns that need attention before submission of thesis;
- the mix of disciplinary knowledge required among the thesis assessors to review the breadth of work contained within the thesis; and
- any reservations or concerns about having any particular individual act as an assessor of the thesis.
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During the interview, the candidate and the Advisors are given the opportunity to speak to the panel separately in order to canvas any further issues. At the conclusion of discussions, the committee makes a recommendation regarding the milestone and informs the candidate as to whether s/he should apply for Milestone Attainment or Milestone Extension through the Candidate Management Portal and if there are any other actions that need to be taken.