# SCHOOL OF PSYCHOLOGY CONFIRMATION REVIEW (R1) REQUIREMENTS

# Progress Review document

The Progress Review document should be maximum of 40 pages for PhD or 20 pages for MPhil, excluding references and appendices, using 1.5 line spacing **(5,000 words maximum, including in-text referencing)**, and APA referencing style: documents that exceed the word limit will not be accepted. Reference list and appendices can be 1.5 line spaced in 10-point font. (Note: appendices should not contain critical information such as descriptions of procedures, etc.)

The Progress Review document should include:

1. Title page (name of candidate, title of project, names of advisors and their signatures to indicate that they have read the document).
2. Brief summary/introduction to define the key concepts of the project and the rationale for the project (i.e. why are you doing this study?)
3. Literature review. Critical up-to-date review, which should demonstrate a good knowledge of the field and identify knowledge gaps.
4. Hypothesis development and Aims of the project. This should be related to issues identified in the literature review.
5. Research methodology, including a clear statement of the methods to be used, resource requirements (are all pieces of equipment and funds to complete the study available to you, or do you need to look for collaborators who can provide these?), data analysis methodology to be used, ethics requirements and approvals etc.
6. Preliminary data (if any; max. 5 pages).
7. Timeline for undertaking the proposed work and completing your thesis.
8. Reference List.
9. Appendices (only if applicable).

The School of Psychology also requires:

1. A brief indication of how the candidate has used practices that facilitate open, reproducible science (e.g., power analysis, pre-registration, shared data and/or analysis scripts on public platform) and how the candidate is planning to use practices towards these aims in the remainder of the candidature.
2. An indication if their work is part of funded research and if so, how it fits into that work.
3. A tentative costing/budget for the project, which includes necessary expenditure and how it will be funded (including consideration of HDR Research Support Funds [currently up to a maximum of $750 per year for the first 3 FTE years of candidature for PhD and maximum of $750 per year for the first 2 FTE years of candidature for MPhil]).
4. Any pilot or experimental work completed.
5. Copies of any ethics (animal or human) clearance, required for the project. (Further information regarding ethical review can be found in the HDR Handbook).

# Goals and work plan

The R1 document should be accompanied by a set of goals and plan of work for the period leading up to the mid-candidature review (12 months full-time equivalent for PhD candidates, 6 months FTE for MPhil). The goals should specify what the candidate aims to achieve by mid-candidature review, while the plan of work should describe the tasks that are to be carried out and when they are expected to be done. Some students find it effective to present this section in the form of a timeline. The goals and plan of work are not included in the 5,000 word limit, however should be limited to 2 pages.

# Seminar

The R1 seminar is a 25 minute presentation (with 10-15 minutes for questions from the audience) carried out within the School, and should be open to all academics and postgraduates. The content and format will, in general, mirror that of the R1 document, with an emphasis on the literature review, research proposal, and completed pilot/experimental work.

# Interview

In general, the interview will immediately follow the seminar, and in general is 30-45 minutes in duration. Members of the Progress Review Panel may ask questions regarding any aspect of the project in order to assess the candidate’s level of understanding and grasp of the topic, and to evaluate the scope and feasibility of the project. The panel will discuss the proposed goals and program of work with the candidate. Progress against the agreed goals and program of work will be assessed at R2 review. The interview also provides the candidate and their advisory team with an opportunity to discuss any concerns relating to progress issues and/or the adequacy and effectiveness of the advisory team.