

The background of the slide features a hand holding a blue and white checkered flag, which is slightly out of focus. The flag is positioned on the left side of the frame. The background is composed of various shades of blue geometric shapes, including triangles and polygons, creating a modern and dynamic look. The title text is centered on the right side of the slide.

Preparing for Completion: Timelines and Tips for Success

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Review the Pre-Completion Milestone

- ✓ Once mid-candidature is achieved, start planning for pre-completion
- ✓ Do you know where to find relevant information?
 - ✓ Visit [milestone management](#) on the GRS website, and the
 - ✓ Seminar [Guidelines](#) and evaluation [form](#)
- ✓ Meet with your entire advisory team soon after mid-candidature to go through requirements and discuss expectations and strategies

Be Prepared:

- ✓ Make certain you understand what you need to do, and when; create a completions timeline (more on this later ...)
- ✓ Revisit the Candidate/Advisor Agreement early in this phase
- ✓ Know your advisors' expectations of you, and vice versa!
- ✓ Clarify how review of thesis will be done, and specifically the role of members of the advisory panel in that process
- ✓ Schedule more regular meetings
- ✓ Discuss who will review which parts of your work and factor reasonable times into your plan

Things to consider ... preparation of the thesis

- ✓ Revisit the planned thesis structure
- ✓ Consider whether research plans need modifying to bring the thesis to a timely conclusion
- ✓ Be familiar with the Thesis Submission and Examination requirements (see [Thesis Submission and Release Form](#))
- ✓ Ensure all ethics clearance, IP agreement, and data management requirements are addressed
- ✓ Factor in time for professional editing if needed
- ✓ Discuss nomination of examiners

Pre-Completion Seminar:

- ✓ Schedule the Pre-Completion Seminar at least three months prior to your planned submission date
- ✓ Timing of the seminar is about finding the balance between having a draft that is sufficient for review by the panel and leaving enough time to make necessary revisions.
- ✓ You should aim for a complete draft at this point. It doesn't need to be polished, but it does need to give the panel something substantial to work with

Incorporate Feedback and GetPhinished!

- ✓ If you're more or less 'on time', you'll have around three months to incorporate all the feedback and polish your thesis
- ✓ Schedule a time with your advisors soon after your seminar to discuss feedback from the panel and plan how it will be dealt with
- ✓ Again! Revisit timelines and responsibilities for the next phase of reading and responding to drafts

While you Wait

- ✓ Think about your future publications
- ✓ Talk to your research partners/participants about your findings
- ✓ Think about your future career options – with new employers or your current one
- ✓ Have some fun

After Examination of the Thesis

- ✓ Responding to Examiner Reports can take 3 weeks to a year depending on examiner recommendations (see Framework for details)
- ✓ Develop a timeline to address comments and make changes
- ✓ Discuss responsibilities of advisory team members as appropriate
- ✓ Keep holding regular meetings to ensure timelines are met

Final thoughts

- ✓ Regularly revisit timelines and adjust as necessary – e.g., where your advisor's workload might impact feedback on drafts
- ✓ Consider whether the Progress Support Strategy might be helpful to provide a highly structured approach
- ✓ **Seek advice and help** when you need it – ADREs, GRS, others
- ✓ Revisit the [GetPhinished](#) document regularly for more tips