

## Department of Social Policy Major Review 2022/23

The document should include:

- An introduction that states why the topic or topics to be addressed are of interest and provides an indication as to the main debates around it: in other words, provides the reader with a clear statement of your 'problematic' (the puzzle you are trying to solve or problem you are seeking to address).
- A literature review: this should **not** be a synthesis of **all** the related literature, but rather should focus on the research that is relevant to your topic. You should identify the gaps – substantive and/or theoretical – in the literature and show how you have derived your research question(s).
- A clear statement of the research question(s) and any subsidiary research questions.
- A detailed plan of the proposed research including:
  - details of proposed methods and reasons why the method(s) have been chosen.
  - a statement of how the data will be accessed/collected and how they relate to the research question(s) (you must be able to answer your question(s) using the methods you specify).
  - a statement as to how they will be analysed and why the method of analysis has been chosen.
  - an indication of how the analysis is intended to relate to the research question(s).
  - draft versions of research instruments (interview schedules/guides/questionnaires) (if relevant).
  - a clear timetable; and
  - chapter headings (as in a Table of Contents).
- For a thesis by publishable papers the Major Review document should provide material relevant to the four headings above for each paper, but greater emphasis and detail may be given to the one or two papers among three (or more) proposed.
- Length: 10,000 words, excluding footnotes, appendices, and bibliography. Draft questionnaires/schedules should be included in an Appendix. Other appendices may not be read by the reviewers.
- A paragraph outlining individual training needs identified (with the supervisor(s)) and training that is being/has been undertaken (e.g., courses audited) to meet these needs should also be provided.

Basic guidance on formatting is given in the PhD handbook. The PhD Style Guide published on the Department's website also provides guidance on formatting and the layout of the Major Review document as well as the final thesis. This might prove helpful. See: [PhD Style Guide](#)

### **Submission of Major Review documents**

The Major Review document should carry the following details on the front page:

**Submission for PhD Major Review**  
**Department of Social Policy May 2023**

**Name:** xxx xxxxx

**Name of supervisors:** xxxx xxxx

**Title of research topic:** xxxxx xxxxxxxxxxxxxxx xxxxxxxx xxx xxxxxx **Number of words:**  
xxxxxx

