

Master of Clinical Research Master of Research Health & Social Care Research 2025-26

Description

Faculty of Biology, Medicine and Health

School of Health Sciences
Division of Nursing, Midwifery & Social Work

Master of Clinical Research

Master of Research Health & Social Care

MRes / PGDip / PGCert

Student Handbook 2025-2026

Version: August 2025

The contents of this handbook may be subject to change throughout the academic year. Please check Canvas for any updates.

[Division of Nursing, Midwifery and Social Work](#)

The Division of Nursing, Midwifery and Social Work is recognised for delivering world-class teaching and research across nursing, midwifery, social work and related disciplines. We currently provide undergraduate and postgraduate education to more than 2,000 students in close partnership with the NHS and are among the top ten universities in the world at which to study nursing (QS World University Rankings 2025).

Our research excellence was recognised by the results of REF 2021 and is underpinned by the production of collaborative, high-quality and impactful research which aims to improve health and social care at local, national and international levels.

WHERE TO FIND FURTHER INFORMATION

In addition to this handbook you are required to familiarise yourself with the information contained within the University Crucial Guide and IT Services Handbook. New students are given a copy of the

appropriate handbooks at the beginning of their programme of study; alternatively the information is available on our website.

This handbook is to be read in conjunction with the [SHS Student Handbook](#).

We will be happy to provide this handbook in large print if required.

CONTACT DETAILS

DIVISION CONTACT DETAILS

The Division of Nursing, Midwifery and Social Work

The University of Manchester
Jean McFarlane Building
Oxford Road
Manchester
M13 9PL

Tel 0161 306 0260

Head of Division ??? Professor
dawn.dowding@manchester.ac.uk

Head of Teaching, Learning & Student Experience ??? Chris Bamford
chris.bamford@manchester.ac.uk

SHS Hub (Wellbeing and Student Support) ??? shs.hub@manchester.ac.uk

SHS Programmes (Programme and Curriculum Support) ??? shs.programmes@manchester.ac.uk

Division Website: <http://www.nursing.manchester.ac.uk/>

THE PROGRAMME TEAM

Unless stated, all staff are located in the Jean McFarlane Building, Oxford Road, Manchester, M13 9PL.

Director of Postgraduate Taught Education

Dr. Samantha Freeman
0161 306 7607
Room 5.341, Jean McFarlane Building
samantha.freeman@manchester.ac.uk

Programme Director

Professor Helen Brooks
0161 306 7784
Room 6.307
helen.brooks@manchester.ac.uk

Admissions Support

Cheryl Johnson
0161-30-60270
Room G.314
pgtaught.nursing@manchester.ac.uk

COURSE UNIT LEADERS

NURS60018	<u>Research Design</u>
Dr Jude Johnson	
Room 5.317	
judith.johnson@manchester.ac.uk	

NURS60015	<u>Critical Appraisal and Evidence Synthesis</u>
Dr. Sorrel Burden	
Room 5.324	
sorrel.burden@manchester.ac.uk	

NURS60020	<u>Managing Health and Social Care Research</u>
Dr. Katherine Rogers	
Room 6.325	
katherine.rogers@manchester.ac.uk	

NURS60019	<u>Statistics</u>
Dr Asri Maharani	
Room 5.312	
asri.maharani@manchester.ac.uk	

NURS60017	<u>Qualitative Design and Analysis</u>
Dr Alex Hall	
Room 5.340	
alex.hall@manchester.ac.uk	

NURS60017

Quantitative Design and Analysis

Dr James Gilleen

Room 6.330

james.gilleen@manchester.ac.uk

NURS60013

Dissertation & Extended Project

Dr. Helen Hawley-Hague

Room 5.320

helen.hawley-hague@manchester.ac.uk

PROGRAMME STRUCTURE

This postgraduate programme is **full time over one year or part time over two years and** consists of a minimum of 180 credits at academic level 7. Course units are delivered via the e-learning, on-line format.

- The full-time Master of Research (MRes) degree will normally extend over a period of twelve months. The date for the end of the programme and submission of the dissertation will be published online in the unit area.
- A part-time Master of Research (MRes) student will complete the programme over a more extended period of time – normally 24 months, but not normally exceeding five academic years from the point of initial registration.

The MRes/MClinRes team are delighted to welcome you to the postgraduate programme at the University of Manchester. Please remember that we are here to support you throughout the programme.

Welcome Week

Please note that for your Programme Welcome Week events, we would prefer students to attend in person, but sessions can be offered remotely, if requested. You can find the University's key dates [here](#), including semester start dates. Make sure to check your timetable on Publish for details on Welcome Week activities.

Units and Learning

Core Units: Research Design AND Managing Research in Health and Social Care

Non-Core Units: Critical Appraisal and Evidence Synthesis | Qualitative Design and Analysis | Quantitative Design and Analysis | Statistics

The Master of Research (MRes) degree will consist of 180 graduate credits in total, comprising a combination of advanced course units approved by the University and a programme of research.

Where there is **more than one element** to the assessment for any course unit, **students must pass each element** to pass the course unit.

Any further re-submissions are at the discretion of the examination board.

Course Breakdown

MClin Res/PgDClin Res: Full-time

Year	Units of Learning	Credit	Exit Award
1	Managing Health and Social Care Research	15	
	Research Design	15	
	Critical Appraisal and Evidence Synthesis	15	
	Qualitative Design and Analysis	15	
	Quantitative Design and Analysis	15	
	Statistics	15	
	AND		
	Project (for PgD only)	30	PgD Clin Res (120 Credits)
	OR		
	Dissertation (MRes)	90	MClin Res (180 Credits)

MClin Res/PgDClin Res/PgC Clin Res: Part-time

Year	Units of Learning	Credit	Exit Award
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1	Managing Health and Social Care Research	15	PgC Clin Res (60 Credits)
	Research Design	15	
	Qualitative Design and Analysis	15	
	Quantitative Design and Analysis	15	
	Critical Appraisal and Evidence Synthesis	15	
	Statistics	15	
	AND		
2	Project (for PgD only)	30	PgD Clin Res (120 Credits)
	OR		
	Dissertation (MRes)	90	
			MClin Res (180 Credits)

MRes/PgDRes Health & Social Care (Full-time only)

Year	Units of Learning	Credit	Exit Award
1	Managing Health and Social Care Research	15	
	Research Design	15	
	Critical Appraisal and Evidence Synthesis	15	
	Qualitative Design and Analysis	15	
	Quantitative Design and Analysis	15	
	Statistics	15	
	AND		
	Project (for PgD only)	30	PgD Res HSC (120 Credits)
	OR		

Dissertation
(MRes) 90

**MClin
HSC**
(180
Credits)

PROGRAMME AIMS

The programme aims to:

- 01.** Enable students to further develop systematic, in-depth knowledge and critical understanding of the clinical/health and social care practice at an individual and/or organisational level.
- 02.** Contribute to building capacity and capability for research and evidence based practice by equipping students to appraise, apply, design and undertake high quality research in a range of clinical/ health (MClin Res) and social care research.
- 03.** Enhance the quality and evidence base for clinical/health and social care research, practice and service delivery in a stimulating, challenging and supportive learning environment that draws on outstanding resources and expertise.
- 04.** Promote lifelong learning in students and enhance their opportunities to pursue a variety of research interests to advance clinical / health and social care knowledge, research and practice.
- 05.** Equip students with key transferable skills in critical reasoning and reflection; effective communication; informatics; logical and systematic approaches to problem-solving; and decision-making.

INTENDED LEARNING OUTCOMES

A. Knowledge & Understanding

Students should be able to:

- A1 Critically evaluate a range of theoretical and philosophical perspectives underpinning differing research approaches as they pertain to clinical/health and social care research methodologies and designs.
- A2 Demonstrate an in-depth and critical understanding of the nature, purposes and value of different research approaches, designs and methods and their application to clinical/health and social care research and practice.
- A3 Systematically and critically analyse hierarchies of research evidence that inform and underpin clinical/health and social care policy and practice.
- A4 Critically evaluate a range of methods for searching, appraising, interpreting and synthesising qualitative and quantitative evidence used in clinical/health and social care research.
- A5 Critically articulate the principles and processes of ethics, governance and other legal and policy frameworks relevant to undertaking research in clinical/health and social care settings.
- A6 Critically evaluate the importance, methods and practicalities of engaging key stakeholders (including users and carers) in the development, design and execution of clinical/health and social care research.
- A7 Critically evaluate the nature, strengths and weaknesses of a range of qualitative, quantitative and mixed research designs including key concepts and strategies used to assess and enhance the rigour of research.
- A8 Demonstrate an in-depth, critical knowledge and understanding of effective research project management including quality assurance of policies and procedures.
- A9 Demonstrate a critical understanding of a range of statistical and qualitative approaches to research data analysis and presentation.
- A10 Critically evaluate individual and organisational facilitators and barriers to research utilisation and implementation and strategies to promote and implement research in clinical, health and social care settings.
- A11 Consolidate, synthesise and critically apply the in-depth knowledge and understanding of research methods, design and analysis acquired through the taught components of the programme to the formulation, design and implementation of an extended clinical/health (MClin Res) or health and social care (MRes HSC) research project.

B. Intellectual Skills

Students should be able to:

- B1 Identify, critically appraise and synthesise information from a variety of sources in order to develop a coherent critical analysis of issues relating to clinical/health and social care research.
- B2 Critically examine the relationship between differing philosophical and theoretical research frameworks and debates and the range of research approaches and methods reflecting on their own professional and personal philosophies for research.

- B3 Critically evaluate strategies to identify, retrieve, appraise and synthesise a range of published research studies utilising established frameworks to assess the rigour of design, methods and outcomes, identifying implications for practice and further research.
- B4 Critically appraise current Research and Development policies and guidance, including ethical and governance requirements for conducting research in a range of clinical/health and social care settings and how these may affect research design, funding and management.
- B5 Critically appraise, select, and justify appropriate research designs, data collection, analysis and presentation methods relevant to research questions/issues arising from literature, practice and policy.
- B6 Critically evaluate a range of factors to be considered when gaining permission to access research settings, select and recruit samples and promote good relations and effective communication with research participants and other key stakeholders.
- B7 Within the context of current clinical/health (MClin Res) or health and social care (MRes HSC) and other related policies, critically appraise strategies to enhance service user/carer involvement in research.
- B8 Critically reflect on the undertaking of a clinical/health (MClin Res) or health and social care (MRes HSC) research study in order to present a coherent, analytic and defensible written account of the aims, process, methods and findings including strengths, weaknesses and implications for practice and further research.

C. Practical Skills

Students should be able to:

- C1 Utilise a range of strategies to systematically search, locate, retrieve and critically appraise literature, research and policy from a variety of sources.
- C2 Formulate research questions, objectives and hypotheses appropriate and relevant to clinical/health and social care practice, policy and service development.
- C3 In line with relevant ethical and governance frameworks and processes, construct coherent and sound research proposals and protocols to a standard required for ethical approval, funding and other organisations to investigate a range of issues relevant to clinical/health (MClin Res) or health and social care (MRes HSC) practice.

C4 Demonstrate a range of skills in:

• Sample selection and recruitment.

• Negotiating access and involving relevant stakeholders including service users/carers.

• Data collection, analysis (using appropriate software tools) and interpretation.

• Research dissemination.

(In the taught component of the course these are developed and demonstrated through undertaking exercises and activities within the core learning materials for units. These are consolidated, applied and demonstrated during the research study undertaken for the dissertation.)

C5 Under supervision, undertake and manage a research study using designs and methods appropriate to the purpose of the study, in line with good practice principles and guidance for research, data management and quality control.

C6 Demonstrate skills in research project planning and management, adjusting plans as required to ensure successful delivery of the project within agreed timescales.

C7 Construct and communicate coherent, critically analytic summaries of research findings utilising a range of strategies to disseminate and present findings to a variety of audiences (verbal presentations, papers prepared to a standard for submission to journals, reports for different audiences, dissertation, etc).

D. Transferable Skills and Personal Qualities

Students should be able to:

D1 Critically reflect on their own academic performance and utilise a range of strategies to improve

D2 Further develop and enhance skills in effective communication to a range of audiences in a variety

D3 Demonstrate skills in working collegiately and effectively with others as a member of a team.

D4 Effectively utilise information technology / health informatics.

D5 Utilise skills in systematic and creative approaches, to problem-solving and decision-making in research

CURRICULUM CONTENT

The following table summarises the programme structure:

Course Unit	Assessment type, length and weighting within course unit	Credits
Year 1 Semester 1		PGT (FHEQ Level 7)

NURS60015

Critical Appraisal And Evidence Synthesis	Equivalent To 3,500 Word Essay (100%)	15 Credits
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NURS60018

Research Design	Equivalent To 3,500 Word Essay (100%)	15 Credits
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NURS60020

Managing Health and Social Care Research	Equivalent To 3,500 Word Essay (100%)	15 Credits
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Year 1 & Semester 2

NURS60017

Qualitative Design And Analysis	Equivalent To 3,500 Word Essay (100%)	15 Credits
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NURS60019

Statistics	Equivalent To 3,500 Word Essay (100%)	15 Credits
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NURS60016

Quantitative Design And Analysis	Equivalent To 3,500 Word Essay (100%)	15 Credits
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Year 1 & Semesters 1 & 2

NURS60013

Dissertation	15,000 Words (100%)	90 Credits
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NURS60025

Project (For PGDip Only Instead Of Dissertation)	5,000 Words (100%)	30 Credits
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Detailed unit information can be found via CUIP (Course Unit Information Publishing)

[My Manchester](#)

Assessment FAQs

What happens if I fail my dissertation?

If you fail your dissertations at the first attempt you will be given the opportunity to resubmit a revised version of the dissertation if you obtain a mark of at least 30% at 1st attempt. You will normally be given up to six months in which to make the requested revisions or undertake additional work. You will be provided with feedback from your examiners and guidance on the revisions required to bring the work to the appropriate standard for the Masters award.

How is my degree calculated?

To be considered for a Master's Degree you must have achieved 180 credits at the appropriate level. Do not worry if you have had a referral or compensation as these still count towards your credit total for a Pass or Merit. If, however, you have undertaken any referred assessment or been compensated you will not be eligible for a Distinction.

The award of masters is based upon gaining the required number of credits, normally 180. Classifications for merit or distinctions will be calculated on the basis of an average mark, based on the weighted programme as a whole.

If you are completing a postgraduate diploma or certificate programme then these degrees are only awarded as a pass.

When and how are decisions made about my results and my progress?

There are normally three available assessment opportunities: January, May/June and August/September within each academic year. It is expected that all your attempts at referral assessment will take place in the same academic year in which the assessment was first taken. After each assessment period there is an Examination Board.

Members of the Examination Board normally include your unit tutors, programme directors and overseen by external examiners from another university. It is the job of the Examination Board to review all the results anonymously and make decisions on the award of credit and who can resit exams / assessment or gain compensation. It is also the role of the Examination Board to decide who cannot continue and will leave the University with an exit award. Some students will narrowly miss the threshold for a degree classification and so we look at their pattern of marks (Mark Distribution) and may look at their examined work (Mark Review).

STUDENT'S RESPONSIBILITIES

Checking your email and Virtual Learning Environment

The Division uses Canvas as the central location for information about all student resources. You will be given training on how to access Canvas in your induction.

As a student you are required to check Canvas at least weekly, as this is where the Division would post both generic and specific information relating to course units and programmes, e.g. Room changes or

Assessment results. Check your student email daily – all of your correspondence regarding your studies and time at the University will happen through your University of Manchester email by default.

The HCPC Guidance on Conduct and Ethics

All students should conduct themselves in accordance with this guidance throughout the master's programme. This is as relevant within the university setting as it is during the practice placement. The guidance is [available here](#) for reference. The guidance will be fully discussed using structured exercises in the preparatory practice learning sessions which take place in semester 1. Students will have the opportunity to revisit the guidance during recall days to promote, monitor and provide space to reflect upon professional development.

STUDENT SUPPORT AND GUIDANCE

DISSERTATION SUPERVISOR

You will be allocated a Dissertation Supervisor who will support you with designing, carrying out and writing up of your Dissertation project. You can select your own topic for your dissertation or you may be able to select a topic aligned with our research groups.

SUPPORT FROM THE UNIVERSITY

As a student at the University of Manchester, you have access to a huge range of support services and resources. This includes, but is not limited to, support relating to your studies, finances, health and wellbeing, settling in and making friends, personal safety and planning for your future beyond University.

Further information can be found in the SHS handbook [here](#). Familiarise yourself with the [SHS Student Information page](#) also, that houses handbooks, guides, policy documents and helpful contacts.

LEARNING RESOURCES

DIVISION COMPUTER FACILITIES

The Division's computer clusters are available on the 2nd floor of the Jean McFarlane Building. Please note that these facilities are not private, and you may wish to consider less public facilities if you are working with sensitive datasets in relation to your dissertation projects.

The facilities provided have nursing specific applications and there are 40 computers. Access to the Internet is provided by Microsoft Internet Explorer only.

Access to the computers is via a standard University username which is obtained from any of the main campus computers displaying the standard blue logon screen or from the registration computers at University Place, by answering the questions when prompted students can gain access to and receive their username and password. This will enable them to use any of the computers to which any student has access.

STUDENT PROGRESS AND ATTENDANCE REGULATIONS

The University of Manchester Regulations for Taught Masters Programme

The full University of Manchester Policy regarding the Regulations for Taught Masters Programme can be found [here](#).

STUDENT ILL HEALTH

You should always consult your GP (or for emergencies the Accident and Emergency Department of a hospital) if your illness is severe, if it persists or if you are in any doubt about your health. You should also consult your GP if illness keeps you absent from the University for more than 7 days including week-ends.

In cases of absences, ill-health or extenuating circumstances you must consult the [SHS Student Information site here](#): there may be impacts on your progression and attendance monitoring.

INTERRUPTIONS AND WITHDRAWALS

Further information can be found within the SHS handbook [here](#).

PREGNANT STUDENTS PROTOCOL

If pregnant, at **pre registration** medical, the Fitness Form should specify that time off and restricted duties may be necessary. A certificate from your GP or Midwife certifying that you are pregnant will need to be given to your programme director.

Current students ideally you should see your Programme Director early in your pregnancy so that you can be referred to Occupational Health. Please also contact SHS Student Support and Wellbeing for further advice and guidance.

If on placement as well as being in the university, you will need to inform the placement manager and practice education manager that you are pregnant so that the manager can undertake a risk assessment using the HSE leaflet as a guide (see page 3 of the HSE Leaflet for more information see link above or below).

If you wish to preserve your bursary payments, you should not interrupt before you have submitted your MATB1 form.

Two weeks leave following birth is compulsory by HSE law.

On return the Programme Director should discuss the following areas with you

- Shifts

- Infectious diseases; blood-born viruses
- Rest area
- If you are a non-responder to Hepatitis B are **unlikely** to be fit to practice.

You will also be asked to self-refer to the Occupational Health Department if you have any problem with either your pregnancy or your placement.

Review prior to return, taking into account mode of delivery and pre/post partum medical/mental health problems. 6-week postnatal check with your GP should be conducted.

NB: You are entitled to maternity pay for 45 weeks commencing from 11th week prior to confinement.

UNSATISFACTORY PROGRESS

A candidate who fails to satisfy the Examiners in any assessment of taught units may be permitted a reassessment on one further occasion (As permitted in accordance with the regulations). The candidate must take the opportunity for reassessment in the next available University examination period.

Candidates for the degree of Masters will not be permitted to present a dissertation until they have satisfied the examiners in the assessment of the taught part of the programme.

Candidates who do not achieve the required pass mark in the taught element for a Masters award, but who do achieve the required pass mark for a Postgraduate Diploma or Certificate, may be awarded a Postgraduate Diploma or Certificate, as appropriate, provided they have completed the requisite number of credits.

CONFIDENTIALITY

Although you are free to publish your own work, you are strongly advised to seek tutorial guidance first, since any work submitted for examination/assessment purposes remains the copyright of the Division.

The Division of Nursing, Midwifery & Social Work operates within codes of conduct regulated by Professional, Regulatory and Statutory Bodies (PSRB). These include the [Nursing Midwifery Council](#) (NMC), [Health Care Professions Council](#) (HCPC), [Social Work England](#) (SWE) and [General Medical Council](#) (GMC). Students studying within the Division are required to adhere to their respective PSRB code. All codes require students to maintain confidentiality, this includes within academic assessment. When undertaking any formative or summative assessment protection of confidentiality in relation to the patient, care environment, staff or organisation is to be maintained at all times. If you are unsure whether your work may contravene your PSRB code you should discuss this with your course unit lead at the earliest opportunity. Serious breaches of confidentiality may result in referral to the Schools Health and Conduct Committee.

SHARING OF INFORMATION WITH SECONDING EMPLOYERS AND PROFESSIONAL BODIES

Students who are seconded to the University from their employer for a Programme of study should note the following:

- The university will not routinely share information about student progress and attendance with seconding employers or professional bodies.
- However, circumstances may arise where it is appropriate for information held by the University or the employer, which may affect student progression and continuation on programmes of study or employer support, to be shared between these parties.
- The University will respond to reasonable requests by employers or professional bodies for such information and may on occasion seek information from employers or professional bodies.
- Agreement to the sharing of such information for seconded students is a pre-requisite for entry and continuation on programmes of study.
- Students who wish to be excluded from this agreement should formally notify the Programme Director in writing, who will relay this information to the seconding employer.

ASSESSMENT

INTRODUCTION TO ASSESSMENT

This section reflects the assessment regulations of the University of Manchester. The standard of the University's awards and the students' confidence in the equity and parity of the assessment of their work depends crucially on the scrupulous conduct of all matters relating to the assessment process.

All programmes of study need to be assessed and in this programme you may be assessed in both theory and practice elements.

The purpose of assessment is to form a judgement on the quality of students' work, to ascertain and certify levels of achievement, and to enable examiners to report on the standard of performance reached by students.

Assessments are either formative or summative. Formative work is designed to help you meet the requirements of summative assessments. Summative assessments must be passed in order for an award to be conferred. Failure to pass all summative assessments will affect your progression through the course and may result in discontinuation of your studies.

REFERENCING

HARVARD REFERENCING SYSTEM

Accurate referencing of all written work is essential as it enables readers to (i) assess the accuracy of the writer's interpretation of source material; (ii) check the writer's integrity; and (iii) easily seek out material that may be of interest to their own studies. All assignments completed for this programme of study are required to have a reference list.

Though there are many referencing/bibliographical systems around, the **Harvard system** is the system adopted by many of the prestigious nursing journals. More importantly, it is the system, which the Division of Nursing, Midwifery & Social Work has adopted. **This means that it is the only system**, which is acceptable for any work submitted by students within the Division.

The Harvard system is a **standardised** system. This means that certain conventions must be adhered to (though there is some room for flexibility). The Harvard system works on the principle that every text/article/book mentioned (â??citedâ?•) in an assignment must have a matching full reference in the final reference list. Likewise, every full reference in the reference list must have been mentioned in the main body of the assignment. An additional â??bibliographyâ?• (which in this context means a list of texts/articles/books used, but *not* mentioned in the main body of an assignment) is not required.

The University of Manchester Libraries have produced a guide on how to reference below.

[Harvard Manchester â?? Referencing guide at the University of Manchester â?? Subject guides at University of Manchester](#)

PENALTY FOR FAILING TO INCLUDE REFERENCE LIST/BIBLIOGRAPHY

For any student who has cited throughout their summative assessment submission but failed to provide a reference list, the assessment will be marked, following which and a 10% reduction will be applied by the marker. A comment will be provided by the marker, in the feedback, noting the lack of a reference list.

EXTENSIONS

Please think carefully about whether one-week is enough time to submit and how this will impact the rest of your workload before requesting an extension.

MARKING PROCESSES

Further to the SHS handbook, this programmeâ??s unit assessments are not double marked.

RE-ASSESSMENTS

A student who fails to satisfy the Examiners in any assessment of taught units may be permitted to resubmit the assessment or retake the examination on one further occasion if within the University regulations during the next available University examination period or within a period as published following the respective examination board.

RESIT FEE CHARGES

As of September 2011 all students needing to undertake a resit Assessment at second attempt may be charged a fee. The full policy and details of fees can be found on the SHS Student Information Site.

COMPENSATION MARKS

Students may be awarded a compensated pass for a Masterâ??s degree if within the specified university regulations.

EXTERNAL EXAMINERS

The External Examiners for this programme are:

Name: Dr Josh Cameron

Name of Institution: University of Brighton

Position at current Institution: Principal Lecturer

Name: Dr Eddie Chaplin

Name of Institution: London South Bank University

Position at current Institution:

RETAKING A WHOLE PROGRAMME

Students may, in exceptional circumstances, and with prior permission of the Faculty, be allowed to re-take the entire programme. In such circumstances, students may re-register only if all outstanding fees have been paid. Fees are payable for the new period of registration.

DISSERTATION REQUIREMENTS

MRes students complete a 90-credit dissertation the guidelines for which are outlined below. The dissertation will be assessed according to University requirements by two internal examiners and by the external examiner to the programme. The external examiners will normally review a sample of dissertations, which would include all fails and a sample of the others.

Introduction

The Dissertation is an extended piece of written work carried out by individual students following successful completion of required course work. Its purpose is to:

- Allow students to pursue theoretical aspects of a topic of personal and professional interest.
- Provide students with an opportunity to consolidate and demonstrate research skills and knowledge developed in both course work and the research project.

Aims

The aims of the dissertation are to:

- Encourage systematic exploration of an area of practice.
- Develop students's understandings of the relationship between theory and practice.
- Consolidate students's ability to critically analyse literature.
- Consolidate an understanding of research processes

Learning Outcomes

On successful completion of the dissertation period of study students will be able to:

- Demonstrate at a sophisticated level a research-based understanding of an area of study relevant to their interests and practice.

- Have the option to undertake a small research project and present it for examination in Dissertation form.
- Engage in a systematic exploration of the literature related to a specific area of clinical practice so as to demonstrate an in-depth understanding of the relationship between theory and practice.
- Formulate a dissertation that is either based on empirical research, an Organisational Change/Practice Development, secondary data analysis, or a Substantive Investigation and Analysis of a Topic in order to analyse, synthesis and evaluate the available evidence and reconstruct current theory and practice so as to become innovative original thinkers and research active clinical specialists/advanced practitioners/educationalists.

Guidelines

Please read the Regulations for the Presentation of Theses and Dissertations. You will need to submit your dissertation to the Exams and Assessments Office, Jean McFarlane Building and online via Blackboard.

Guidance for the presentation of Taught Masters dissertations

This guidance explains the required presentation of the dissertation, and failure to follow the instructions in the guidance may result in the dissertation being rejected by the examiners.

Dissertation Marking

Candidates for the degree of Masters must present a dissertation. The form and/or length of the dissertations are outlined below. A copy of the full examiners report form is located in the Exams & Assessments section of the Student Gateway area on Blackboard. Full guidance regarding the regulation and submission of the dissertation is located in the Exams & Assessments section of the Student Community area on Blackboard.

The dissertation must be submitted in September at the end of one full calendar year for full time students and for part time students at the end of the second calendar year plus up to a further three months if needed. No writing up period will be permitted for full time students excluding exceptional circumstances

Candidates for Postgraduate Certificates will not be required to present a project report.

Material which has already been included in a dissertation or report submitted in support of an application for a degree or qualification of any University or professional or learned body may only be embodied in the dissertation submitted for the degree of Masters on the condition that the fact of the previous submission of such material is made clear at all relevant points in the dissertation.

A candidate who fails to satisfy the Examiners by reason of inadequacy of the dissertation or project report or of the work therein reported may, at the discretion of the examiners, be permitted to present a revised dissertation or project report on one further occasion or, at the discretion of the examiners, be awarded a Postgraduate Diploma provided 120 credits have already been achieved.

RESEARCH GOVERNANCE

Guidance on obtaining research ethics approval is provided in the **Research Ethics Handbook for Students**:

https://www.training.itservices.manchester.ac.uk/uom/ERM/research_ethics_handbook_students/#/

You will need to discuss with your supervisor whether your study needs approval from the HRA (Health Research Agency) or UREC (University Research Ethics Committee). Further information is provided at:

For students planning to conduct research in the NHS and needing HRA approval

<https://www.staffnet.manchester.ac.uk/bmh/research/ethics-and-regulatory-support/>

For students planning to conduct research in the NHS and needing UREC approval

<https://www.staffnet.manchester.ac.uk/rbe/ethics-integrity/>

As guidance changes frequently please ensure you are referring to the latest versions of documents and information packs.

RESEARCH GOVERNANCE SPONSOR

The term sponsor is used to describe the organisation taking formal responsibility for the conduct of your research. If you are a registered student of this University and your proposed research forms part of the programme of study then please list the University of Manchester as your sponsor.

ADVERSE EVENTS

It is essential that all adverse events (including reactions to substances administered) are reported to the stakeholders in the research: Host NHS Trust, University of Manchester and the Research Ethics Committee that gave you the favourable opinion. There are very clear guidelines in the EU clinical Trials Directive about the reporting of: adverse events, serious adverse events; unexpected adverse and serious unexpected adverse events.

PROGRESSION TO A MASTERS DISSERTATION

Students will be given permission to submit a dissertation (to achieve an MRes) by the examination board when they have accumulated 90 credits for course work.

SUBMISSION OF A DISSERTATION

Please refer to the presentation guidelines for Master's Dissertations in preparing your document. Here are some general guidelines:

- As well as chapters, have you given lists of tables and list of figures in your contents page?
- Are the chapters all numbered consecutively? Numberings from earlier versions may persist and you may have two Chapter 4s, or no Chapter 6, for example.

- Are all the cross-references to other sections of your dissertation correct?
- Do all the references in the text have a corresponding entry in the reference list?

Please note that you will be submitting your dissertation online, via Blackboard.

DISSERTATION CHECKLIST

You need to check your draft for continuity errors. Roughly speaking, this means checking that the whole text is consistent with itself from beginning to end. If you have changed some sections, there might be section headings to re-number, for example. To help you eliminate such errors, here is a checklist:

- are the headings and sub-headings in the contents list the same as those in the text?
- Do your in-text citations include the same date as the reference item in the reference list?
- where you refer to an article within an edited collection, have you included the full book reference, with editors, as well as the chapter reference?
- are all the references complete, in other words have you included the publication date and place, as well as the publisher's name?
- tables: check that their numbers and titles are correct, and that references to them in the text are correct; Are all data presented relevant and are the totals correct?
- figures: as for tables, have you checked all the calculations in your figures and checked for spelling and grammar. Are they referred to in the text?
- is there enough labelling information in your tables and graphs? (For example if you refer to percentages, is it clear exactly what they are percentages of? Do you make it clear whether raw scores or percentages are being referred to?)
- have you calculated all the figures to the same number of decimal places?
- are you consistent about abbreviations?

None of these proof-checking tasks are the responsibility of your academic supervisor. For further guidance, please see the Dissertation Unit handbook and Dissertation writing guide, available on Blackboard.

DISSERTATION MARKING CRITERIA

Please see following page.

BAND	DESCRIPTOR
	Exceptional (allows award of distinction):
90-100%	Exceptional work, nearly or wholly faultless for that expected at Masters level. Perfect presentation.
80-89%	Outstanding (allows award of distinction): Work of outstanding quality throughout. Excellent understanding of the material studied and the relevant literature and the ability to present it clearly.
70-79%	Excellent (allows award of distinction): Work of very high to excellent quality showing originality and thorough understanding of the material studied and the relevant literature and the ability to present it clearly.

60-69%	Good Pass (allows award of merit): Work of good to high quality showing evidence of understanding and sound conclusions. Shows a good knowledge of the material studied and the relevant literature and research.
50-59%	Pass: Work shows a clear grasp of relevant facts and issues and reveals an attempt to create originality. Adequate literature review and some originality. Presentation is acceptable, minor errors allowed.
40-49%	Referral for Masters or allow Diploma Pass for 90 credit dissertations: Work shows a grasp of the literature but with little or no originality and limited accuracy. Shows clear but limited objectivity. Presentation improved.
30-39%	Masters fail or allow Referral for Diploma pass for 90 credit dissertations: Work shows a grasp of the relevant literature. Shows a limited level of accuracy with little analysis of data or attempts at originality.
20-29%	Fail: Limited relevant material presented. Little understanding of research topic. Unclear objectives. Presentation unacceptable.
10-19%	Fail: Limited understanding of the research process. The topic is largely without evidence or analysis. Sources of evidence. The thesis is disjointed and does not demonstrate logical coherent thought.
0-9%	Fail: The text demonstrates no understanding of the research process. The topic is totally irrelevant for research. Presentation is extremely poor and is not in an appropriate format for submission. Work must be rewritten if it were to be presented for resubmission.

RE-SUBMISSION OF A DISSERTATION

At the recommendation of the Board of Examiners, students will normally be allowed one resubmission of a failed dissertation/project if a mark of at least 30% was obtained at 1st attempt. When the referred assessment for a postgraduate student includes independent work such as a dissertation or project resubmission, they should be permitted a reasonable amount of time within a **maximum of 6 calendar months** from the date of the Examination Board. This reassessment of a research/dissertation element does not contribute to the credit limitations set out in E15. These are included in the PGT Regs: [display.aspx](#). The programme examination board must ensure that suitable advice and supervision is available during the resubmission period. The board of examiners, in agreement with the external examiner may decide not to allow resubmission of a dissertation/project. The Examination Board must agree that the grounds are justified. In cases of resubmission, students will be advised of the required resubmission fee. Students achieving a mark of less than 30 for their dissertation or project submission are not permitted to resubmit and will be given an exit award in accordance with table 1 (section 1, page 2 of the regulations.)