PhD in Economics

Research Student Handbook

Academic Year 2026-2027

School of Social Sciences
Faculty of Humanities
The University of Manchester

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List of Abbreviations

ALB: Arthur Lewis Building

AQM: Advanced Quantitative Methods

ART: Area of Research Training

BWPI: Brooks World Poverty Institute

CGBCR: Centre for Growth and Business Cycles Research

CMREF: Centre for Mathematical Research in Economics and Finance

DEP: Development Economics and Policy

EAE: Econometrics and Applied Economics

ET: Economic Theory

EDP: Economics Discussion Papers

ELT: Economics Leadership Team

eProg: Electronic Progression and Review System

ERE: Environmental and Resource Economics

ESRC: Economic and Social Research Council

FoH: Faculty of Humanities

HoD: Head of Department

MAC: Macroeconomics

MRes: Master of Research

MSc: Master of Science

NWSSDTP: North West Social Science Doctoral Training Partnership

ORS: Overseas Research Scholarship

PDP: Personal Development Plan

PGR: Post-Graduate Research

PhD: Doctor of Philosophy

RAG: Research Area Group

RTSG: Research Training and Support Grant

SCI: Sustainable Consumption Institute

SoSS: School of Social Sciences

TA: (graduate) Teaching Assistant

Welcome

The Economics Department welcomes you to its postgraduate research training programme, the PhD Economics Programme. Building on our successful ESRC-recognised PhD degree, in order to meet the international standard currently demanded for doctoral training in economics, PhD Economics was redeveloped in 2019 as a 2+3 American-style programme. During the first year, MSc-equivalent training is provided, followed by a year of advanced research training. After completing these aspects of the programme, students embark on to three years of full-time research. Our training centre is part of the ESRC's accredited North West Social Science Doctoral Training Partnership (NWSSDTP): https://nwssdtp.ac.uk/

This Handbook contains important information about your discipline specific programme of research training, discipline contacts, and facilities. It should be read in conjunction with the School of Social Sciences Postgraduate Research Student Handbook, which will give you general information on regulations and policies at the School and Faculty levels. Please consult the SoSS Postgraduate Research Student Handbook following the link below:

http://www.humanities.manchester.ac.uk/pgr-handbook-soss/

You are now about to begin an intense period of research training during which, we are confident, you will make the transition from a graduate student to a highly skilled researcher. With your first day of registration, you will be fully integrated into the academic life of our department. We hope you take advantage of our facilities and our faculty's expertise while advancing in your doctoral training. On behalf of the Economics Department, I wish you an enjoyable, productive, and successful time at the University of Manchester.

Dr Craig Webb,
Senior Lecturer of Microeconomic Theory,
PhD Economics Director.

1 About Us

Economics at the University of Manchester has a long and rich history. Distinguished scholars who held positions at Manchester include William S. Jevons and Nobel Laureates John R. Hicks and Arthur Lewis. The Department at present has over 50 full time academic members, including the current Research Director of the Institute for Fiscal Studies, Prof Rachel Griffith.

Economics is a leading centre for research and research-led teaching. The significance of our research was confirmed by the Research Excellence Framework 2021 (https://ref.ac.uk), which determined that 95% of our research activity achieves the highest standards of world-leading or internationally excellence (3*/4*). This includes 92.2% of the submitted journal articles rated 4*/3*, 100% of impact rated 4*/3*, and 100% of environment rated 4*/3*. This outcome places our department among the top economics departments of the UK. Manchester Economics ranked 11th in terms of research power (i.e., GPA times FTE) out of 28 economics departments in the country.

Economics contributes to several undergraduate programmes in social sciences, including our own specialist degree, the BSc Economics. At postgraduate level, the MSc Economics programme provides the quantitative skills required for conducting advanced research. This, together with the wide range of research interests and expertise of our faculty members, makes the Department an excellent choice for doctoral training within the UK.

In recent years, the department have developed leading international research in mathematical and evolutionary finance, game theory, econometric theory and applied econometrics, environmental economics, political economy and macroeconomics. Economics also hosts two world class centres, namely, the Centre for Growth and Business Cycles Research, co-directed by Dr George Bratsiotis and Prof Akos Valentinyi, and the newly created Centre for Mathematical Research in Economics and Finance, co-directed by Professor Igor Evstigneev and Professor Goran Peskir. In addition, the Department also hosts many externally funded research projects, and it is the editorial home of the general-interest economics journal The Manchester School.

Whilst supporting all kind of high-quality research, our strategy is to underpin this with foundations in the core of the discipline, to maintain a profile which addresses the key economics research questions of the day. To facilitate this and to provide an academically stimulating environment of discourse and debate, research within the Department is organised through five research area groups (RAGs):

- Economic Theory
- Econometrics & Applied Economics
- Environmental & Resource Economics
- Development Economics & Policy
- Macroeconomics

Further details about the RAGs' activities and research interests can be found at

http://www.socialsciences.manchester.ac.uk/economics/research/research-area-groups/

2 Key Contact Points in Economics

Our physical location is on the 2nd and 3rd floors of the Arthur Lewis Building, which is building no. 36 on the Campus Map. You will be allocated into one of the open plan research area desks on the 3rd floor.

2.1 Head of the Economics Department

Economics appoints, every three years, a senior member of its faculty to be Head of Department. The current Head of Department is **Prof Akos Valentinyi** (akos.valentinyi@manchester.ac.uk).

2.2 Economics PGR Team

The Postgraduate Research Team is responsible for all managerial and strategic aspects of the PGR training, including admissions, progress review, mitigating circumstances, and day-to-day administration. It reports to HoD and to all academic staff at the Economics Leadership Team meetings and Staff meetings. In addition to your PhD supervisors, the staff on the PGR Team are your main point of contact. The Economics PGR Team currently consists of:

- **Dr Craig Webb**, PhD Economics Director.
  craig.webb@manchester.ac.uk

- **Dr Patrick MacNamara**, PGR Admission Officer and NWSSDTP Pathway Lead.
  patrick.macnamara@manchester.ac.uk

- **Dr David Delacretaz**, PGR Placement Officer.
  david.delacretaz@manchester.ac.uk

2.3 Administrative Support.

Administrative for PhD Economics students is provided by the Faculty's Doctoral Academy.

For assistance with administrative matters, email HUMS.doctoralacademy@manchester.ac.uk.

A noticeboard for the Doctoral Academy is here: https://manchester.padlet.org/HUM_DA/faculty-of-humanities-doctoral-academy-online-noticeboard-g99aa3jb6ry1d1y7

2.4 Student Representatives

For each year of study, one PhD student is chosen to represent that group at various levels within the University. Several meetings will be held between the PhD student representatives and the Economics PGR Team. Further, representation of PhD students on the SoSS PGR committee is also required. The benefits of being a student representative include an opportunity to develop leadership skills, and the chance to gain insights into the work and organisation of PGR activities within the Economics Department and SoSS. Please inform a member of our team if you wish to take up this role.

2.5 Graduate Teaching Assistant

Research and teaching are the two main activities we carry out within the university. As future academics, you are trained in both activities during your doctoral studies at the University of

Manchester. PhD students in Economics have the opportunity to gain first-hand experience in teaching from year two of the programme onwards. We recommend that you get involved in some TA activities as early as possible, since the benefits for you include: improved presentation skills, exposure to critical audiences, and opportunities to enrich your knowledge in topics other than your PhD research area. There is also a monetary reward for TA activities.

It is very important that you take the teaching contract that has been offered and agreed to seriously and professionally. As happens with any contract, it is expected that both sides fulfil their obligations and commitments in a professional manner. You will be provided with training, and your teaching performance will be evaluated during the year. You should discuss this with your supervisors and with the lecturers of the courses that you TA. This aspect of your training, together with your research outcomes, will be taken into consideration by the PGR Team in order to make progression decisions within the Programme. It will also be an essential element of your job market application package.

If you require further information, please contact the TA Coordinator in Economics:

Dr Victoria Jotham, TA Coordinator
victoria.jotham@manchester.ac.uk

3 The Supervisory Team

Normally, your Supervisory Team consists of a main supervisor and a co-supervisor. Occasionally, additional academic staff may join the Team or replace someone there, depending on the direction of your research and the advice needed. Supervisory Team arrangements are in place from the first day of registration, irrespective of your point of entry (i.e., Year 0 or Year 1).

Your Supervisory Team is responsible for agreeing on an appropriate research programme, to work with you and to oversee your progress. You will have frequent meetings with your supervisors, on average once a fortnight. They will be involved in advising on the course units that you need to study, identify your training needs, and will discuss your research proposal and its implementation with you. At the beginning of your training, you will be asked to sign the Student Supervisor Guidelines for the School of Social Sciences to ensure that you have read and understood your supervisors' responsibilities as well as your own responsibilities towards them. It is therefore important to read the relevant information regarding these joint responsibilities as outlined in the SoSS Postgraduate Research Student Handbook and the Supervision Policy for Postgraduate Research, available at:

http://www.humanities.manchester.ac.uk/pgr-handbook-soss/

http://documents.manchester.ac.uk/DocuInfo.aspx?DocID=615

Your offer letter provides details of who will act as your Supervisory Team for the duration of your research studies. It is important that the PhD student and the supervisors establish a positive working relationship with clear expectations of each other and clear plan of work. In addition to your Supervisory Team, you also have an advisor who monitors your progress and who provides general advice and support. This role is usually taken up by the Economics PGR Director.

You will have many formal and informal meetings with your supervisors during the academic year. We advise you, and it is expected from you, to take notes at these meetings and keep a record of what has been discussed and agreed. Required meetings consist of Introductory Planning and Expectations

meetings at the beginning of the academic year, followed by Milestones, which are focused on your progression. Associated with these meetings are electronic forms that require completion on eProg (see below). Progress reports are then completed by all members of the Supervisory Team and signed electronically. These reports are submitted to the Research Degrees Review Panel. This panel formally meets twice a year (February and July) to monitor progress of Economics PhD students, and take decisions on their year-to-year progression.

4 The 2+3 PhD Programme in Economics

4.1 Brief Structure

The Doctoral Programme in Economics is a five-year (full-time) programme, with the possibility of direct entry into the second year. The first year (year zero) is covered by our MSc Economics. The second year (year one) consists of advanced PhD level coursework, and the preparation of a detailed research proposal. Direct entry into year one requires a prior Master degree of appropriate standard and content, preferably one with a substantial research methods component, and with an overall average of 65% (with no mark below 55%), and a minimum of 65% in the dissertation. Research is full-time in years two, three and four, leading to submission of the thesis at the end of year four. There is the possibility of a writing-up period beyond year four, subject to approval by SoSS. Upon successful completion of the programme, a PhD degree will be awarded by the University.

4.2 Registration Week

During the registration week you will be asked to attend several induction courses held at various levels within the University. It is important to attend these sessions as they provide useful information about your programme, contact points, administrative arrangements, and webpages with additional material.

It is mandatory for all new PhD students to attend:

- The Induction for Research Students in Economics;
- Introduction to the School of Social Sciences;
- The Induction to the Faculty of Humanities;
- The Economics TA Training Session;
- The SoSS TA Training Session.

Latest information about these meetings as well as updated timetables can be obtained from:

https://www.humanities.manchester.ac.uk/pgr-handbook-soss/welcome/

http://www.socialsciences.manchester.ac.uk/student-intranet/

4.3 Year 0

During the first year of the Economics PhD programme, you will follow one of the MSc programmes in Economics.

You will take eight modules (including Microeconomic Theory, Macroeconomic Theory, Econometric Methods and Mathematical Methods) over the first two semesters, each worth 15 credits, followed by the writing of a 60-credit dissertation from June to August. Note that, besides the MSc core compulsory units, you will have to take also Mathematical Economics. Details of the MSc programme are here: https://www.manchester.ac.uk/study/masters/courses/list/01380/msc-economics/course-details/#course-profile

On entry to the PhD you will be assigned a Supervisory Team, and one member of this team will serve as supervisor for the MSc dissertation. It is your responsibility to discuss your choice of optional units within the programme with your Supervisory Team and inform the PGR Director of your choices.

N.B. Please note that students who decide to exit the PhD with the award of MSc may (at the discretion of the School) be required to pay back the maintenance stipend they have received.

4.4 Year 1

In this year, you will take 5 advanced postgraduate taught units. All students must take Research Skills for Economists, Advanced Macroeconomics, Advanced Microeconomics and Advanced Econometrics. The final unit will depend on your RAGs and will be selected among: Advanced Topics in Macroeconomics, Advanced Topics in Microeconomics, Advanced Topics in Econometrics, Advanced Topics in Development Economics and Advanced Topics in Environmental Economics. Depending on your training needs, and in discussions with your supervisors, the PGR Director may allow you to take additional units from one of our partner institutions within the NWSSDT, from other departments at the UoM or one of our advanced level MSc units. There is also the option of taking (auditing or for credit) units in the subsequent years of your PhD, giving an opportunity to broaden your knowledge and expertise.

Additionally, all students are required to attend the Generic and Transferable Skills Training (see SoSS PGR Student Handbook).

In addition to the taught element of your training, you will be asked to develop a detailed research proposal. This will happen under the guidance of your Supervisory Team. Since the research questions described in your proposal and the approach to address those questions are a significant part of your training in Year 1, you are advised to start working on the research proposal as soon as possible.

4.5 Years 2, 3 & 4

During the three years of research, you will implement your Research Proposal, participating at the PhD Conferences (both in-house and NWSSDTP), and attend the RAG seminars and the Manchester Economics Seminar series. It is expected that during these three years of full-time research you complete three pieces of substantive work, at least two of which of publishable quality. Submission to at least one international conference in economics (such as the annual meeting of the European Economic Association, the Econometric Society, and the Royal Economic Society) is also expected and highly recommended. In addition, you will have to present your work at least once in the weekly seminars of your RAG. You are also expected to attend and present at the weekly seminar series organized by PhD students.

4.6 Writing-up

If deemed necessary by your Supervisory Team and conditional on approval being obtained from the PGR Director, you will be allowed to enter a writing-up (or submission pending) period after Year 4. The maximum length of the writing-up period is 12 months. Please note that "writing-up" is taken literally, and you will not be allowed to carry out additional new research during the writing-up period. Further, it is the responsibility of candidates to verify any restrictions applied by funding bodies with respect to obtaining a writing-up period. Please note that, in this case, additional fees will be charged which will not be reimbursed, and that only limited access to university facilities will be permitted, as well as limited supervision.

Extensions beyond the submission pending year are not normally possible. If you are unable to submit your thesis within the required timeframe, but you have exceptional mitigating circumstances, you can apply to extend your programme or submission pending period. See information at:

http://www.humanities.manchester.ac.uk/pgr-handbook-soss/

5 Progression

5.1 From Year 0 to Year 1

To progress from Year 0 to Year 1 of the Economics PhD you need to obtain:

i. An average of 65% or above across all 120 credits of coursework taken in Year 0;
ii. A minimum mark of 55% on each course unit;
iii. A minimum mark of 65% on the dissertation.

Failure to meet these criteria means that you may be offered an exit degree in accordance with the regulations of the MSc programme that you have registered.

5.2 From Year 1 to Year 2

To progress from Year 1 to Year 2 of the Economics PhD you need to obtain:

i. An average of 65% or above across all 60 credits of coursework taken during Year 1;
ii. A minimum mark of 55% on each course unit;
iii. A minimum mark of 65% on the research proposal;
iv. Completed Generic and Transferable Skills Training.

Failure to meet these criteria means that you may, at the discretion of SoSS, be offered a PG Diploma exit award if the following is obtained:

i. A minimum mark of 50% on each course unit;
ii. A minimum mark of 50% on the research proposal.

N.B. Unlike MSc level units, there is no opportunity to re-take exams during the summer on PhD level course units.

5.3 From Year 2 to Year 3 and from Year 3 to Year 4

To progress from Year 2 to Year 3 and from Year 3 to Year 4 of the Economics PhD you need to have:

i. Completed a substantive chapter that corresponds to a publishable research paper in your research area. Such paper should have the potential to become an article in an international peer reviewed economics journal, or similar, as is the standard in your research area.
ii. Presented your research chapter at the annual PhD Conference.

During the month of June of Year 2 and Year 3, and following approval by your Supervisory Team, you will be asked to submit a substantive research paper or chapter to your independent evaluator, for assessment in that same month. The evaluator will typically belong to the same RAG as your main supervisor, but cannot be a member of your Supervisory Team. In some cases, the independent evaluator may recommend further work on the paper to be done by the beginning of September of the same calendar year. The same evaluator cannot be involved in more than two out of the four yearly

evaluations (at the end of Year 1, Year 2 and Year 3 and the final viva) that students face during the course of the programme.

At the beginning of July, the Research Degree Review Panel will meet to decide on the progression of all PhD students. Except for those who have been granted a further period to revise and improve the research chapter during July and August, all PhD students will be informed about their progression status. Please note that failure to make satisfactory progress during Year 2 or Year 3 means that you may be offered an MPhil exit degree at the discretion of the Research Degree Review Panel.

5.4 Year 4 & Writing-up

You should aim to have your PhD thesis ready for submission by the end of Year 4. The expectation is that your thesis will consist of at least three chapters of research, at least two of which corresponding to a publishable research paper in your area of study, having the potential to become an article in an international peer reviewed economics journal, or similar.

If deemed necessary by your Supervisory Team and conditional on approval being obtained from the Economics PGR Director and SoSS, you will be allowed to enter a writing-up period. The maximum length of the writing-up period is 12 months and it depends on your circumstances and the progress made during Years 3&4. Please note that "writing-up" is taken literally and you will not be allowed to carry out further research during the writing-up period.

A submitted PhD thesis is defended in an oral examination involving two examiners. One examiner will be internal to the University and is usually a member of staff in the Economics Department; and one examiner will be external to the University. Your lead supervisor is responsible for selecting the appropriate examiners. Possible outcomes of the oral examination include: a pass, a pass subject to (minor) changes, resubmission following substantial changes, or fail. Once a thesis has obtained an unconditional pass, the degree of PhD will be awarded.

5.5 Monitoring Research Progress

eProg is a University-wide system for postgraduate researchers to record and monitor progression throughout their programme and manage skills training activities. We use this system to monitor your progress. There are several elements of eProg that need to be completed each year by you and several elements that your Supervisory Team need to complete. The University Policy on Progress and Review of Postgraduate Research Students is set out at:

http://documents.manchester.ac.uk/DocuInfo.aspx?DocID=612

More information about eProg is available in the SoSS PGR Study Handbook:

http://www.humanities.manchester.ac.uk/pgr-handbook-soss/programme/progress-and-reviews/

6 Research Proposal

At the end of Year 1, students need to submit a written research proposal to the Supervisory Team for evaluation by an independent examiner.

6.1 Proposal Structure

A written document constitutes a research proposal if it fulfils the following conditions:

i. It articulates the basic research questions to be addressed during the PhD, and it explains how these questions relate to the existing literature in the relevant area;
ii. It explains the methods to be used to answer the above questions;
iii. It describes any software required for the analysis;
iv. It demonstrates the availability of any data needed for the empirical analysis.

The research proposal would ideally run to 25-30 pages (double space).

6.2 Timeline

As the research proposal forms a significant component of your Year 1 training, you should be meeting frequently with your Supervisory Team to discuss your research ideas. Such meetings should start immediately after the registration week into Year 1.

In Year 1, you will also have the opportunity to discuss your research proposal in the course unit ECON80060, Research Skills for Economists. This is a year-long core unit consisting of practical exercises, presentations, and an essay. The essay and presentations relate to your intended research. Thus, they lead naturally into the research proposal. This means that during semester 2 of Year 1, you will start working on the content of your proposal as part of the coursework for ECON80060.

Your aim should be to have a first version of your research proposal ready by the beginning of May. This version shall be circulated to your Supervisory Team for feedback. Following the discussion and feedback from your supervisors, you should continue working on the proposal and a final version should be provided to your supervisors by the beginning of June.

Once your supervisors approve the research proposal it will be submitted to an independent evaluator, chosen by your Supervisory Team. Afterward, you will present your research proposal to the evaluator and your supervisors. The independent evaluator will assess the quality and feasibility of your research plan, and whether is suitable for being the basis of your PhD dissertation.

6.3 Evaluation Procedure

The following process is used to evaluate your research proposal:

i. During Semester 1 of Year 1, the student will meet regularly with the supervisors to discuss research questions, open problems, and modelling strategies to solve them;
ii. During Semester 2 of Year 1, the student will write up the research proposal and submit it for feedback to the supervisors. The deadline for this should be the beginning of May;
iii. Following feedback and revision of the research proposal, the supervisors will be asked to approve the proposal. Once approved, the research proposal will be submitted to the independent evaluator, no later than mid-June;
iv. Typically, one week after the submission of the proposal, the PhD student will present it to the independent evaluator and the Supervisory Team;
v. By the end of June, the independent evaluator will submit a report that assesses the feasibility of the research plan and whether, if completed, can form the basis of a PhD thesis;
vi. At the beginning of July, the Research Degree Review Panel will meet to decide on progression of all PhD students, who will then be informed about their progression status;
vii. If the research proposal is not deemed to be acceptable in June/July, the PhD student may be granted, in exceptional cases and at the discretion of the PhD Director, a further period to revise the research proposal, with resubmission deadline by the end of August. The PhD Director will seek the opinion and the academic judgement of the independent evaluator to assess whether

the resubmission constitutes a satisfactory research plan for the PhD. A final decision regarding the student's progression to Y2 will be taken at the beginning of September.

7 Other Matters

7.1 Seminar Series

Economics at Manchester runs two tiers of seminars: (i) the RAG seminar series, which run weekly during term time, and (ii) the Department seminar series. All PhD students in Years 1-4 must attend the RAG seminars they are associated with. This is usually the RAG-series organised by the group where the main supervisor belongs. All PhD students in Years 1-4 must also attend the Department seminars. Each student will also be given the opportunity to present his/her research to the RAG: the expectation is that students will present their work at least once during the PhD. More about our seminar series can be found on:

http://www.socialsciences.manchester.ac.uk/subjects/economics/events-and-seminars/

PhD students also run a weekly seminar series. All students are expected to contribute to this series.

7.2 PhD Conference

Every year, usually at the beginning of May, the Economics PhD students organise their own in-house conference. In addition, a DTP conference also takes place usually in the first two weeks of May. Attendance is compulsory for Year 1-4 students, but we hope that also Year 0 students will attend these events. All students in Years 2, 3 & 4 will present their research, either at the in-house or the DTP conference.

7.3 Discussion Papers

Depending on your research progress, during the course of your PhD you may wish to publish some of your research outputs in order to disseminate your work widely. The Economics Department can facilitate this process as it has its own discussion paper series. Publication of your work in the Economics Discussion Paper series can only be made through your supervisors. More about EDP is found at:

http://www.socialsciences.manchester.ac.uk/subjects/economics/our-research/discussion-papers/

7.4 Research Expenses

We encourage you to submit your research papers to prestigious international conferences. When your paper is accepted, the Economics Department can, up to certain limits, cover expenses incurred in excess of your own research training and support grant. Sometimes, attending a workshop instead of a conference may be allowed, upon approval by the PhD Director.

If you require financial support for conference attendance, then you need to:

i. Discuss this with your supervisors to obtain approval for attending an appropriate conference;
ii. Submit a request to the PGR Director with the following information:
    a. The event that is targeted (location; date; website; congress, etc.);
    b. Title of the paper that is presented (with co-authors, if any);
    c. Estimated expenses required (fees, accommodation, travel costs, etc.);
    d. Funds still available in your Research Training and Support Account;

e. Details of any other sources of funds available/requested (e.g., Sponsor, RES, SoSS or Faculty reserves, etc.);
f. Supervisors' confirmation that discussion has taken place with them, adding explicit comments confirming the value added towards the PGR training of the student.

You may obtain full or partial cost approval from the PGR Director. Note that depending on funding availability, we may not always be able to cover expenses. Please discuss this and all other expenses related to your research (such as specialised software or extra hardware requirements) with your Supervisory Team and the PGR Director (in that order) before committing to any expenses.

7.5 Economics Webpage

All PhD students in Economics are required to provide us with information and material about their qualifications, research interests, and other relevant information (such as further studies, research papers, or TA activities) to be used for generating your own entry on the current Economics webpage. You are asked to submit this information in electronic format to the PGR administrator as soon as possible after registration. In subsequent years, we will ask you to update your information regularly, to reflect your current achievements, conference participation, and additional qualifications. This webpage is, in some sense, an opportunity to present yourself as a forthcoming researcher to interested parties outside Economics at Manchester. You can also provide a link from here to your own personal webpage. For examples of PhD student webpages, please visit:

http://www.socialsciences.manchester.ac.uk/subjects/economics/postgraduate-research/current-phd-students/

7.6 Job Market Support

Every year, halfway into Semester 1, the Department provides some resources to support students going to the job market. These include introductory talks on the UK and the US academic job markets (aimed at Year 4 PhD students but open to all students) and interview practice to those who are active on the job market. Information about these resources will be provided to you by e-mail in due course.

7.7 Generic and Transferrable Skills

The Faculty of Humanities is responsible for providing you with information regarding the Generic and Transferrable Skills training. This training is compulsory for all students in Economics. You are advised to attend the induction talks held in the registration week and the immediately subsequent week (see section 4.2 for details on induction courses). Further details can be obtained at:

http://www.humanities.manchester.ac.uk/pgr-handbook-soss/development/

7.8 Personal Development Plan

A Personal Development Plan (PDP) is a formalised process of individual reflection, planning, and recording your own research progress during the PhD training period. Such planning is supported by online skills audits, formal review meetings with your supervisors, individual records of your informal meetings with supervisors, own records of achievements, and personal reflection on your progress. The entire process is facilitated via eProg. See also the Researcher Development Planning section in the SoSS PGR Handbook:

http://www.humanities.manchester.ac.uk/pgr-handbook-soss/

7.9 Programme Changes (e.g., change of supervisors)

In Economics, we will guide our students through the process of making changes to their programme, should this be required. This might happen because staff move to other institutions, research agendas may develop in unforeseen ways, relationships may break down, personal circumstances can change, and so on. The University policy on PGR supervision is here:

https://documents.manchester.ac.uk/display.aspx?DocID=615

If a change is required, you should inform the PhD Economics director, who will discuss the required changes with all stakeholders (all current supervisors) on your behalf. If the PhD Economics director is your supervisor, you may approach instead any other member of the Economics PGR team (Section 2.2). After this, the following form is used to raise the request to the Doctoral Academy:

https://documents.manchester.ac.uk/DocuInfo.aspx?DocID=18932

Note that this form must be completed for co-supervisor changes, which are relatively common in Economics.

7.10 General Advice

If you have any questions regarding:

i. Academic advice: Please consult with your PhD supervisors first;
ii. PhD programme: please consult with the PGR Director;
iii. Administrative queries: consult with the Faculty of Humanities Doctoral Academy (see 2.3).