

Internal Meeting #9

Date	2 November 2016, Wednesday
Time	3:30pm - 5:30pm
Venue	SMU Labs
Attendees	<u>Analytics Cafe Team Members</u> Chen Shiqi Tan Wei Lin Joanna
Absentees	N/A

Agenda

1. Update on current development task
2. Prepare plan on sponsor presentation
3. Discuss plan on practicum final presentation and deliverables.

Discussion

S/N	Discussion
1	Debug and brainstorm for current development tasks <ul style="list-style-type: none">• Sunburst visualization using new library is working. However there is a bug where certain combinations of date returns• Add labels and legend for visualizations• Productivity analysis cannot take in average hours taken to prepare a items in a category• Prepare datasets for sales performance and item modifier
2	Prepare plan on sponsor presentation <ul style="list-style-type: none">• Show sponsor tableau viz and data exploration results• Show our dashboard (in-progress)

3	Discuss plan on practicum final presentation and deliverables. <ul style="list-style-type: none">• Deliverables: Abstract, Poster, Full Paper, Final Paper, Paper Presentation
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Action Items

Task	In-charge	Due Date
Debug and add necessary items for Sunburst Viz	Shiqi	3 Nov 2016
Data Manipulation for Sales Performance	Joanna	5 Nov 2016
Data Manipulation for Popular Items and Item Modifier	Shiqi	5 Nov 2016

Prepared by,
Shiqi Chen

Vetted by,
Joanna Tan