

## Supervisor Meeting Minutes

**Date:** 8-4-2015 (Wednesday)  
**Time:** 9:30AM – 10:50AM  
**Location:** Meeting Room Level 5  
**Purpose:** Project Progress

### Attendees:

Name	✓	Role	Reasons for Absence
Faris	✓	Project Member	
Marcus	✓	Project Member	
Jinq-Yi	✓	Project Member	
Prof Kam	✓	Supervisor	

### Agenda:

1. Project Update
2. Finals Preparation

### Discussion:

1. We updated Prof Kam the discussion we had with SGH last week. He explained to us that ANOVA approach was appropriate. Faris updated him the non-parametric method that he worked on. Prof Kam said we could do a comparison and see which one is more significant. However, the results didn't vary much.

Last lap to finals, this is what we were advised to prepare for finals:

1. Executive Report
  - Be able to translate analytic results into a business centric / user centric kind of explanation. This means that imagine that user are not data analyst like us, we have tell them what does this data mean to them and translate all the statistical results into easy-to-understand lehman terms. For example,  $p\text{-value} < 0.5 = 95\%$  statistical significant difference. Instead of saying that, we can point out that we are 95% confident that x factor is affecting the LOS of patient in this case.
2. Poster
  - Highlight key findings and give a concise overview summary
  - Include useful and interesting visual of most key contribution of our project

### Action Items:

Item No	Description	Assigned To
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1	PowerPoint Slides	Faris
2	Executive Report	Marcus
3	Poster	Jinq-Yi
4		