Meeting Minutes

**Date:** 5th April 2018

**Time:** 1700hrs

**Attendees**

* Prof Kam (Supervisor)
* A.Shafiq Yussaini
* Edwin Peter

**Absentees**

* NA

**Purpose of Meeting**

The sixth meeting is to show our supervisor our web application that we have prototyped.

**Agenda**

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| --- | --- |
| No | Description of Agenda |
| 1 | Review USDA research paper elements |
| 2 | Show our mentor our completed web application inclusive of how a successful workflow looks like |
| 3 |  |
| 4 |  |
| 5 |  |

**Questions to Raise**

NIL

**Unfinished Business**

|  |  |  |
| --- | --- | --- |
| No | Description | Remarks |
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**Notes taken during meeting**

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| --- | --- | --- |
| No | Description | Remarks |
| 1 | We were able to show Prof Kam our entire workflow process from start to end. We also showed Prof our analytics dashboard which we implemented for our client. Prof Kam’s comments are generally directed with how we display and visualize the data (graph or table) as he highlighted that our user is not tech savvy and we need to make sure that we include some information to explain certain visualizations. |  |
| 2 | Additionally, Prof Kam shared another research paper with us which will be useful when we formulate and finalize our research paper as our research paper was largely focused on how to develop an end to end web application using R and Shiny. |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |

**New Tasks**

|  |  |  |  |
| --- | --- | --- | --- |
| No | Task Description | Allocated To | Due Date |
| 1 | Debug MBA and some data manipulation functions | Shafiq, Edwin | 8th April 2018 |
| 2 | Finish USDA Poster | Shafiq, Edwin | 8th April 2018 |
| 3 | Review USDA research paper for submission | Shafiq, Edwin | 8th April 2018 |
| 4 |  |  |  |
| 5 |  |  |  |