Supervisor Meeting Minutes 3

Date: 7th February 2018

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| Present: | Prof Kam, Russell, Weilun, Jing Ying |
| Venue: | SMU SIS MR 4.5 |

## Agenda

* Update Prof on our progress and the data we have from the sponsor
* Discuss about our proposal
* Discuss on upcoming things to work on

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| Time | Details | Person In Charge | Status |
| 16:00 | Team:Update Prof about what we have so far.Prof:You should need to look at the data more before working on the proposal. Questioned about the data that we got from our sponsor and what we know about it.Team:Told him about the number of rows of data we have, 3 years etc. Over 17,000 different SKUs.Prof:3 years of data is fine. But the data is not as clean as what you think. We should have been able to tell him that whether the data that we have still have the same problem as them 2 years ago. Because from the previous team, they have documented what are the problems they have found etc. We should be able to quickly compare and cross check to see if we will have the same set of problems. They found a lot of discrepancies and inconsistency. Differences between outbound data between Jan to July and Aug to Dec that time. We should check if we found the same problem or not.Prof:When did u get the data?Team:Outbound one 2 days ago. Inbound one 4 days ago.Prof:Okay that really explains why you don’t really know much. You need to speed up your work and look at the data more. We need to check and see if they fixed any of the problems from the last team. If they haven’t, then that will be tedious for us because there will be a lot of cleaning to be done. |  |  |
| 16:10 | Prof:Have they given you the floor plan?Team:Yes, we only have the floor plan for the current warehouse, not the old one.Prof:Okay that is good, you need to have the floor plan to identify where the goods are placed.**Signs NDA and submits a copy of our dataset**Prof:After they sign, make a copy for me to keep and let me have back. |  |  |
| 16:15 | Team:We have come up with some visualizations which we intend to put on our dashboard. Shows Prof our proposal and talks about the Pareto chart for ABC analysis.Prof:Problems with data –* What is the actual delivery date? Will have discrepancies between actual and expected: We want to find out in which month there are higher discrepancies.
* Some of the expected dates are 2014. There’s some noises. Some don’t know date at all. Some 2014. Some 2018.

Usually have delivery order will ship but might be unusual cases. But if it is isolated, it is fine. But if it keeps on occurring over the last 3 years, it is not good. That affects the way they store output.When we do EDA, that is how we want to ask for more appropriate data to answer the questions we have. |  |  |
| 16:25 | Prof:Make sure the time sequence is the same when you want to plot. make sure the inbound and outbound timing is in sequence, should come in first then go out. the outbound can only be compared against goods that came in before it went out.Allow them to select whatever SKU they want. the final visualisation allows them to choose what they want to see, and the analysis should let them see everything. previous group used treemap, but it is up to us to decide what to include. It will also be fine to do a top 10 or worst 10.MBA: want to be able to see the connectivity through graph. using a network graph with nodes. graph do not have to be very dense, probably should filter out some of the products to display only those that are important.During midterms, each member is supposed to discuss each section he or she is responsible for. Work should be well distributed and know what you are doing. |  |  |

Upcoming To-dos

1. Do more EDA on the data and try to find out what are the problems with the dataset. Especially, look more at the previous team’s project and see if the same problems still arise or whether there are differences.
2. Complete proposal and do up Wiki content.
3. Prepare for Midterms presentation.