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| Date: March 07, 2018 |
| Time: 1100 – 1300hrs  |
| Location: SOL GSR B1.05 |
| Attended By: Josh Ho, Friedemann Ang |

**Internal Meeting Minute 08**

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| **No.** | **Agenda** | **Action By:** |
| 1 | Received dataset from DonorsChoose.org* Discussed the significance and objectives of the project
* Dataset generally very clean, with few missing variables
* Noted that Resources.csv can be joined to train.csv via Project ID column
 | Both |
| 2 | Preliminary Exploration* Identified the target variable as whether the project is approved
* In exploratory data analysis, we will attempt to see which features result in significant difference in the target variable
 | Both |

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| **No.** | **Tasks Allocated** | **By (date):** | **Action By:** |
| 1 | Minutes to shared | March 09 | Josh |
| 2 | Do up visualisations of categorical data and manipulate data into more visually representative forms  | March 09 | Josh |
| 3 | Explore visualisations on textual data, most likely in the form of wordclouds and word frequency lists | March 09 | Friedemann |