SUPERVISOR MEETING MINUTES #2

Date: 16 January 2015
Time: 3.30pm
Venue: SIS Prof Seema's Office

Attendees: Prof. Seema
                Faris
                Jinq-Yi

Apologies: Marcus
Agenda: 1. Update on meeting with SGH
                2. Discuss on the analysis to be applied
                3. Discuss on scope of project
                4. Review on proposal

	Note	Actor	Due Date
1	**Update on meeting with SGH** Explained to Prof Seema on the 2 ideas that came up during the discussion with SGH. Agreed with the project of Predictive Analytics To get data/sample of data asap		

2	**Type of analysis**
	Prof Seema suggested the use of Market-Basket Analysis in SAS Enterprise miner.
	Market Basket analysis
	  a. Similar to the retail shopping, at a grocery store, we can analyse what are being bought together. Eg Diapers and beer. Therefore we can use the same concept for the co-existent of tests ordered in the ED.
	  b. This analysis does not take sequence into consideration.
	  c. If we need a sequence, there is an extension to it. It is called: sequence analysis. Would require extra element of time.
	
	Preparation
	Prepare data – check if there is any order. Which order come first? Use Sequential/association analysis for this. Will need extra element of timing/order/date etc.
	
	Read about market-basket analysis.
		All	Week 3

3	**Project Scope:**		

	1. **Put orders into groups. (eg blood test & ECG)** 2. **Link those groups to patients. (eg. What type of tests a patient will be interested in based on demographics time etc)**		
4	**Project Proposal & Wiki** 1. SGH PROJECT PROPOSAL DUE SUNDAY 18/1/2015 - Include timeline of important milestones 2. SMU PROJECT PROPOSAL & WIKI DUE FRIDAY 23/1/2015 - Answer all the open questions. Eg what type of analysis are needed. - Include timeline - Propose approach and tool to karway Prof Seema is open for meeting at 3.30pm every Friday	1. Jinq-Yi 2. Team	18/1/2015 19/1/2015

The meeting was adjourned at 4.00pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Faris

Vetted and edited by,

Jinq-Yi