

ANLY482 Supervisor MEETING MINUTES (11 Jan 2018)

Date:	06 Jan 2018
Time:	09:00 – 10:00
Venue:	Meeting Area beside Prof. Kam's Office
Attendees:	Team: Prof Meena, Ruiyan, Nicholas
Agenda:	Project proposal update

S/N	Things Discussed/Done	Remark
1	Discuss project information	<ul style="list-style-type: none"> • To describe project information more clearly: Freight bidding data file - DHL has different shipping routes. DHL has to compete with other service providers. Send client their bid price to bid for the contract for a single shipment per year, to secure an agreement. • Watch videos on DHL corporate website for more information. • Get more information about the contract period: ad-hoc, yearly or 3-yearly contracts. • Bidding records for different categories. • Concerned with lost contracts where DHL offered better terms/ price but still lost it. • Business question: gain better understanding of their bidding results, based on historical records.
2	Suggestions about analysis	<p>2 stages:</p> <ul style="list-style-type: none"> • 1st: perform exploratory analysis to understand various fields of freight information & clean data with missing records. • 2nd: patterns, characteristics, price-sensitivity, clustering to profile. • How to value-add company, better position themselves when they need to submit bidding? • Consider different industries - model may only be representative of certain industries with huge percentage of contracts.

3	Additional information to look at	<ul style="list-style-type: none"> • Maximum bidding price, information on different requirements of project (shipping time). • Information on the tender - besides company name, location enabling them to win more contract within their home ground (Europe over Asia for DHL?) • Some countries influenced by former colonial masters - DHL may have territories cut out in some parts of Africa.
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Item Due (Team) / Actions
<p>Deadline: Jan 14</p> <ol style="list-style-type: none"> 1. Complete proposal based on prof's advice. 2. Contact sponsor for NDA issue.