



INTERNAL MEETING

Project Name:	Geospatial Analysis for Branch Location Optimization		
Date of Meeting: (DD/MM/YYYY)	01/04/2018	Time:	13:00-22:00
Minutes Prepared By:	Shraddha	Location:	SIS Level 5
1. Meeting Objective			
Analyze models and complete submission deliverables in time for client meeting.			
2. Attendance at Meeting			
Name	Role	Status	Remarks
Shraddha Ramesh	Minute Taker	Present	
Vani Sound	Participant	Present	
3. Meeting Agenda			
Analyze regression models and complete the report and poster			
4. Detailed Discussion/ Notes/ Decision			
Agenda / Issues	Discussion	Decision	
1) Analyze multiple linear regression models and interpret them	<p>Reran regresion models by logging all values other than TIMs to ensure equal weighting of variables.</p> <p>Run the linear regression multiple times- to predict customer count and sales revenue with all the possible model variables and identify the significant ones. Rerun these models with just the significant variables.</p> <p>Additionally, run the analyses with both customer count and sales separately for each outlet type.</p> <p>Analyze and interpet the F-statistic, the parameter coefficients and the R-square values.</p>		

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2) Work on report and poster	Write and finalize report and poster based on templates and samples provided. Write data preparation steps and regression analysis in addition to the existing exploratory data analysis written for the interim review.				
5. Action Items					
Action	Assigned To		Due Date		
Complete written report	Vani		2/04/2018		
Design and finalize poster	Shraddha		2/04/2018		
6. Next Meeting (if applicable)					
Date: (DD/MM/YYYY)	2/04/2018	Time:	14:30-15:30	Location:	Client HQ
Objective:	Present report and poster to client and explain our findings.				