
Supervisor Meeting Minutes 1

Monday, 28.12.2016 (2:00pm - 2:30pm)

Location: SIS Meeting Room 4.1

Attendees

Tan Yong Kiong, Alson

Agenda

1. Clarification of Project Scope
2. Software used to conduct data analysis
3. Clarification of Deliverables

Notes

Clarification of Project Scope

- Prof doesn't have comments on general project scope
- Suggestion to focus on quantitative data in order to be data-driven

Software used to conduct data analysis

- Have to be specific about the type of software used
 - o SAS can be SAS Enterprise Miner, SAS Enterprise Guide etc.
- Zoom in on 1-2 software to use
- Tableau is only for visualization purposes, not for data exploration
- Prof suggested to have the dataset ready by early next week

Clarification of Deliverables

- Proposal have to be in both Wiki and Word formats
 - Poster/Paper have to be sent to Sponsors 2 weeks before submission
 - If Sponsor doesn't reply within 2 weeks, it will be deemed as being given the approval to publish on Wiki
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Action Items

1. To discuss with Sponsor on getting the dataset ready by next week
2. To arrange for another Supervisor Meeting to discuss the available dataset

Next Meeting Agenda Items

1. Update project progress
2. Discuss available dataset