**AP Internal Meeting Minutes – 25 March 2016:**

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| Date: | 25 March 2016 |
| Time: | 12:00 p.m. |
| Venue: | SMU SOE Level 3 Benches |
| Attendees: | Denise Quek Si Ying |
|  | Tan Wei Song |
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| Agenda: | 1. Discuss feedback from consultation with Prof. Kam |
|  | 2. Discuss Tasks to be carried out |
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1. **Review of meeting’s discussion**

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| **S/N** | **Issues Discussed** | **Action By** | **Due Date** |
| 1. | **Discuss feedback from consultation with Prof. Kam:**   * Discussed approach to do explanatory model as our dataset is not suitable for any predictive modelling   + Try Logistic regression model due to the small dataset   + Use stepwise method in the JMP logistics regression model because we have a lot of variables. Stepwise method automatically remove the insignificant variables and run the model again   + Compare the chi-square value and significance with decision tree to see which gives a better result | All to note | - |
| 2. | **Discuss tasks to be carried out:**   * Re-evaluate all variables to check whether the proportion of users for that variable is more than 50%. If there are more than 50% of users who do not use that service then it does not help in our analysis * Logistic regression does not deal with missing value so either we remove the records with missing values or do imputation   + Convert the continuous variables into categorical so as to not reduce the size of our dataset | Wei Song & Denise | 01 Apr 2016 |

1. **Next meeting’s agenda**

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| **S/N** | **Issues Discussed** | **Action By** |
| 1. | Next meeting will be set on 01 April 2016 (Friday) at 2:00pm.  Agenda:   * To review feedback from consultation with Prof. Kam. * To discuss results of tasks to be carried out. | Denise & Wei Song |

The meeting was adjourned at 2:00pm. These minutes will be circulated and adopted if there are no amendments reported within the next three days.