T(eam)ROLL

Team Meeting Minutes

Date: 15 January 2016
Time: 1300
Venue: SOA Benches
Attendee(s): Sze Huey, Amirah
Absentee(s): -

Agenda:

No	Description
1	Develop categorical framework for data cleaning

Meeting Progression:

No	Description
1	Upon discussion and monitoring the recent trend on SGAG's Facebook, the team decided on the following topical framework:

- Topics
  1. **Sibei Motivation**
  2. **Submissions**
  3. **Breaking News**
  4. **Name to shame/honour**
  5. **Weather**
  6. **Education**
  7. **Media Entertainment**
  8. **Singaporean Life**
  9. **Politics**
  10. **Working Blues**
  11. **Unique Persona**
  12. **MGAG**
  13. **Throwback**
  14. **Funny Convos**
  15. **Female Problems**
  16. **Male Problems**
  17. **National Service**
  18. **Festivals**
  19. **Relationships**
  20. **Animals**
  21. **Types of people**
  22. **Submissions**

- Picture format
  1. **Local characters**
  2. **Foreign celebs**

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3. **Troll faces/ Memes**
4. **Movie characters**
5. **Politicians**
6. **Number of description lines**
7. **Number of frames**

Action items:

No	Task	Person In Charge	Due
1.	Clean data	TeamROLL	18 January
2.	Arrange meeting with sponsor to gather lifetime data	Sze Huey	18 January

The meeting was adjourned at 2.30pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by:

Sze Huey