

Date: 16/3/2017
Time: 1600-1730
Venue: SIS Project Room 4.5

Attendees: Thavanesan s/o Sivananthan
Wang Tian Tong
Gauri Bhatnagar
Prof. Kam Tin Seong

Agenda: To clarify the following:

1. Exploratory Data Analysis - Dashboards
2. Errors encountered in application of MCI functions in R

The following were the clarifications made by prof:

1	<p><u>Recommendations upon evaluation of first set of dashboard visualisations:</u></p> <ol style="list-style-type: none">a. Combine % and absolute values in the same visualisations, if they convey the same messageb. Change in % of key values should be reflected as % changes within each library rather than as a % of overall library valuesc. Transactions regarding age distribution is useful, but there must be 2 fields provided: No. of books borrowed and No. of txnsd. Next step should be to pick out those visualisations which are really useful and group them together.e. Create many sheets within the same workbook and save the visualisations.f. Try working on visualisations regarding time series for transactions, with library being the main selection option and the different years(2013/2014) being the secondary selection option/filter
2	<p><u>Errors encountered in application of MCI functions in R:</u></p> <p>W.I.P</p>

The meeting was adjourned at 1830 hrs. These minutes will be circulated and adopted if there are no amendments reported in the next 24 hours.

Prepared by, Thavanesan

Vetted and edited by, Thavanesan