**Analytics Practicum, Team DHL – Team Meeting 4**

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| **Meeting Date & Time** | 3:30 – 6:30 pm, 14th February 2018 |
| **Meeting Location** | Li Ka Shing Library, Project Room 4.14 |
| **Agenda of the Meeting:** | Reviewing progress based on Sponsor Meeting on 8th Feb |

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| Attendance |  |  |
| Akshay Nayak | Team DHL, SMU | [Present] |
| Shalabh Verma | Team DHL, SMU | [Present] |

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| S/No. | Task List | Actionable by |
|  | Shalabh and Akshay discussed on the possible slicers, breakdowns and the several ways in which dashboard data can potentially be represented | Team DHL SMU |
|  | Shalabh and Akshay discussed on the possible steps to integrate the database, calculations of Airport-to-Airport time for visualization | Team DHL SMU |