|  |
| --- |
| Date: February 13, 2018 |
| Time: 1430 – 1530hrs  |
| Location: SIS Project Labs |
| Attended By: Josh, Friedemann |

**Internal Meeting Minutes 06**

|  |  |  |
| --- | --- | --- |
| **No.** | **Agenda** | **Action By:** |
| 1 | Data review:* Linking of tabular data from technical drawings to borehole data received that morning
* Identification of missing data, available/usable features from the two data sources
 | Both |
| 2 | Discussion on how to move forward with the project assuming the worst case scenario of no more forthcoming data | Both |

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Tasks Allocated** | **By (date):** | **Action By:** |
| 1 | Push for another meeting with sponsor (Joo King) to clarify data significance, and request more data(tables from drawings that are missing) | Feb 19 | Josh |
| 2 | Concise blogpost of the refined problem statement and proposed statistical methodology, along with explanation on how it will be approached | Feb 23 | Friedemann |
| 3 | Find a way to denormalize the two data sources/tables, and perform some exploratory data analysis and visualization | Feb 26 | Friedemann |