Date	Tuesday, 13/02/2018
Time	3:00 pm – 4:00 pm
Venue	SMU SIS – Level 4 Meeting Room 4.3
Attendees	Tan Yongjin, Wu Wei, Wang Miaoqiong Supervisor: Meenakshi
Agenda	Report project progress and ask questions regarding interim project presentation

S/N	Item Discussed	Remarks
1	**Project Progress**	• We have successfully created a monthly exception report model in power BI. • We used query language in power BI for data filtering. Prof Meenakshi suggested to construct sub-tables in the database. Our group agreed on the suggestion but we felt that the current approach is good enough to handle our analysis. • The hierarchical structure still needs to be improved for higher user experience.
2	**Interim Presentation Questions**	• The team asked whether the interim presentation focused only on visualisations. Prof Meenakshi told us that we could include the database construction and how we manage to overcome problems as well. • The team asked how much progress we need to make for interim presentation. Prof Meenakshi replied that it depended on how much effort we have put on the subject and how we have progressed along the way.
3	**Power BI Exploration**	• Prof Meenakshi recommended "Power pivot" for us explore further. • She also recommended us a book about Power BI which we could read on.

Prepared by,

Wu Wei

Vetted by

Tan Yongjin.