



Supervisor Meeting Minutes #2 : After Client Meeting

Date/Time 26th Jan 2017

Attendees Arushi, Tanushree, Shubhangi

Date	Serial Number	Notes	Actors	Follow up Action
09/01	1	Shared 'Yield Calendar Score' with prof		
	2	<p>Requested Prof to Share the next steps:</p> <ul style="list-style-type: none"> ○ Step 1: Compile the metadata ● (Split the file and go through the data in greater detail) ● Conduct data checking and data cleaning for any missing data/ inconsistency ● Exploratory analysis and what findings we received For next week discussion. <ul style="list-style-type: none"> ▪ How do we want to compile and aggregate the data? ▪ Get a clear overview of what we want to find out the data 	Arushi, Shubhangi, Tanu	<p>Meta Data: Arushi- User Data Shubhangi- Vendor Tanu- Redemption Data</p> <p>Shubhangi & Tanu: Outlining the key distributions</p>
	2	<ul style="list-style-type: none"> ○ Next steps on Exploratory Analysis: <ul style="list-style-type: none"> ▪ You can compare the performance of different restaurants within the same neighbourhood ○ JMP for missing data <ul style="list-style-type: none"> ▪ Date and time → Weekday/weekend, Time → Eatigo offer time ○ EDA: Distributions ○ Wednesday meeting: 	Arushi	Arushi → Figuring out how to break down dates into day of the week/timing
	3	Admin for the week	Tanu	<p>Emailing Sponsor Taking down minutes Supervisor consultation confirmation</p>