



05 Jan 2017 Supervisor Meeting 1

*Created by: Gareth Ng (05/01/17)
Edited and Vetted by: Jeremy Ong (05/01/17)*

DATE	TIME	VENUE
5-Jan-17	10:00 AM – 11:00 AM	SMU SIS MR 4.7
Meeting Type	Supervisor Meeting	
Facilitator	Jeremy Ong	
Note taker	Gareth Ng	
Timekeeper	Chermain Ang	
Attendees	Chermain Ang (CA), Gareth Ng (GN), Jeremy Ong (JO), Prof Kam Tin Seong (TS)	
Absentees	NA	
Agenda	<ol style="list-style-type: none"> 1. Project Sponsor and NDA 2. Project Scope 	
MEETING ITEM 1: Project Sponsor and NDA		Time Allocated 10 mins
Name	Discussion	Follow Up By
CA	<ol style="list-style-type: none"> a. Introduced Sponsor to Prof Kam. b. Shared on what the Sponsor proposed we could do. 	
JO	<ol style="list-style-type: none"> c. Shared about NDAs that the Sponsor wants us to use instead of SMU's NDA. 	
TS	<ol style="list-style-type: none"> d. To have a reasonable counter proposal for NDA. e. Share with Sponsor our NDA and at the same time take a look at Sponsor's NDA. 	JO
Remarks		
MEETING ITEM 2: Project Scope		Time Allocated 50 mins
Name	Discussion	Follow Up By
JO	<ol style="list-style-type: none"> f. Shared on using environment data together with the health data from Sponsor. g. Shared on suggestions, which are dengue, zika, haze, and trauma (road traffic accidents). h. We can get data from 2010 to 2016 from the Sponsor. 	
TS	<ol style="list-style-type: none"> i. Went through each idea with the group j. Dengue – The data we want is breeding data of mosquitoes and only NEA has the vector data and they do not share it. k. Haze – Data is still highly questionable because Singapore is a small country so the difference between the East side and West side of Singapore shouldn't be significant. Combined with A&E 	JO



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	<p>l. Zika – Limited amount of data on this</p> <p>m. Trauma – To check whether ambulance records have the pick up address of patient and whether they can be linked with A&E data.</p>	
CA	<p>n. Checked with Prof Kam if a dashboard is sufficient for our Sponsor.</p>	
TS	<p>o. Mentioned that we can use Tableau or R. Said that R has many libraries to use for building an application for people to interact with the model.</p> <p>p. Dashboard can be used for user to explore data and calibrate the data and present the data. It gives the user an analytical toolkit to do analysis.</p>	
JO	<p>q. To call the sponsor to clarify on data and let sponsor know what the group plans to do for the practicum.</p>	
Remarks		

To-do

No.	Action Items	Person I/C	Deadline	Remarks
1d, e	1. Request for NDAs from Sponsor and send SMU's NDA to Sponsor. Give Prof Kam the Sponsor's NDA forms for him to take a look at.	JO	06 Jan 17	
2m	2. Give sponsor a call to check if ambulance data is linked with A&E data.	JO	06 Jan 17	