Meeting Minutes

**Date:** 8th March 2018

**Time:** 1700hrs

**Attendees**

* Prof Kam (Supervisor)
* A.Shafiq Yussaini
* Edwin Peter

**Absentees**

* NA

**Purpose of Meeting**

The third with our supervisor is to update him on the progress we have made post midterms. In addition, we would like to seek the advice of our supervisor with regards to the charts and analysis methods that we have churned out.

**Agenda**

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| --- | --- |
| No | Description of Agenda |
| 1 | Update Prof Kam on new charts and analysis generated |
| 2 | Ask whether there are other areas or where we could form our analysis for |
| 3 |  |
| 4 |  |
| 5 |  |

**Questions to Raise**

NIL

**Unfinished Business**

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| --- | --- | --- |
| No | Description | Remarks |
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**Notes taken during meeting**

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| --- | --- | --- |
| No | Description | Remarks |
| 1 | Prof Kam mentions that our analysis for MBA should be displayed as a bar chart because the visualization needs to be useful from the clients perspective. It is also important for the team to find out about different ways/suggestions that they can visualize the data and show it to the client to get a sense of what type of visualization is useful. | Change to bar chart. Explore other possible visualization charts. |
| 2 | Prof Kam mentions that for the MBA analysis, since one of our diagrams has too many baskets, it would be ideal for the team to remove baskets that will always be represented across all of the data points as well as data that is completely unrepresented across the board. This way, we could build a better visualization for a basket that has an extremely large component. | Remove mandatory baskets, consider removing baskets that have never been chosen (best is to go through with sponsor and let them identify this problem for us) |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |

**New Tasks**

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| --- | --- | --- | --- |
| No | Task Description | Allocated To | Due Date |
| 1 | Sending Prof Kam an email to get a copy of one of his past projects | Edwin | 10th March 2018 |
| 2 | Work on a UI for analysis and also a UI to add in new data | Shafiq, Edwin | 14th March 2018 |
| 3 | Add new data | Shafiq | 14th March 2018 |
| 4 | Start working on final research paper | Shafiq, Edwin | 14th March 2018 |
| 5 |  |  |  |