

# Singapore Management University

## ANLY482 Analytics Practicum

Supervisor Meeting Minutes 1 as on 28<sup>th</sup> December 2016

Time Start:	2.00pm
Time End:	2.30pm
Location:	SMU SIS Meeting Room 4-1
Recorded by:	Tan Yong Kiong, Alson
Vetted By:	Heng Kok Chin

Attendees:	
Dr Kam Tin Seong Tan Yong Kiong, Alson	Associate Professor of Information Systems (Practice) Undergraduate, Singapore Management University
Absent with Apologies:	
Heng Kok Chin Peh Zhan Hao	Undergraduate, Singapore Management University Undergraduate, Singapore Management University

### Agenda

1. Clarification of Project Scope
2. Software used to conduct data analysis
3. Clarification of Deliverables

No.	Discussion:	Action by:	Deadline:
<b>A</b>	<b>Clarification of Project Scope</b>		
1	<ul style="list-style-type: none"> <li>• Prof doesn't have comments on general project scope</li> <li>• Suggestion to focus on quantitative data in order to be data-driven</li> </ul>	Edufy	
<b>B</b>	<b>Software used to conduct data analysis</b>		
1	<ul style="list-style-type: none"> <li>• Have to be specific about the type of software used               <ul style="list-style-type: none"> <li>◦ SAS can be SAS Enterprise Miner, SAS Enterprise Guide etc.</li> </ul> </li> <li>• Zoom in on 1-2 software to use</li> <li>• Tableau is only for visualization purposes, not for data exploration</li> <li>• Prof suggested to have the dataset ready by early next week</li> </ul>	Edufy	10 Jan 2017 (Tue)
<b>C</b>	<b>Clarification of Deliverables</b>		
1	<ul style="list-style-type: none"> <li>• Proposal have to be in both Wiki and Word formats</li> <li>• Poster/Paper have to be sent to Sponsors 2 weeks before submission</li> <li>• If Sponsor doesn't reply within 2 weeks, it will be deemed as being given the approval to publish on Wiki</li> </ul>		
<b>D</b>	<b>Action Items</b>		
	1. To discuss with Sponsor on getting the dataset ready by next week	Edufy	10 Jan 2017 (Tue)
	2. To arrange for another Supervisor Meeting to discuss the available dataset	Edufy & Prof Kam	14 Jan 2017 (Sat)