

Atom Collaboratives

Meeting Minutes

February 18, 2016

SIS Meeting Room 4.3

Members Present: Professor Kam Tin Seong
Yan ShaoHong Chris
Yo Wee King
Macus Khoo Jun Hao

Agenda: 1) Project Clarifications

Next meeting: 2 weeks from now; TBC

Announcements

1. No announcements were made prior to the start of the meeting.
2. The meeting commenced at 1100H and ended 1145H.

Discussion

Overview

3. The project manager, Chris, has briefed Prof Kam on the progression and competition of phase 1. The team gone through what was the work done for each member. Prof Kam has commented that to put this up on the Wiki page as well as submitting them in the interim progress report.
4. The team continued and shared their exploration of what are their findings over the past few days. Prof Kam suggested the team to look deeper into the clustering analysis, for instance, investigate and find out how are each cluster unique from another, and what are the similarities that made them to form this group. This can be done through aggregating the data and grouping them together, focus on the low aggregate and discuss about them. SAS table will be a good tool to find out the distance between each node.
5. Additionally, Prof Kam suggested the team to split into 7 clusters via SAS. Then use JMP to do time series clustering for each cluster. Once we cut off at 7 clusters, interpret the results and change it to tag and show all the cluster information. Put the
6. Prof Kam requested the team to go work on the time series clustering and come back with some insights from the data.

Project Management

7. The team went on and discussed with Prof Kam on the deliverables for the interim progress report. And it is understood that share the documents that the team has done for phase 1 (i.e. the excel file, reports and info-graphics) the team has done up. Discuss on the progress and achievements the team has done up till this point of time. This include phase 1 and phase 2 work.

8. With no further matters arising, the meeting was concluded at 1145H. The team will arrange for another session with MRC to find out more information and getting the data.

Summarized Action Items

S/N.	Description	Action By
1.	The team will work and prepare for the interim progress deliverables.	Atom

This meeting was adjourned at 1145H. The meetings will be circulated and if there are no amendments reported in the next three days.

Prepared by,
Yo Wee King

Vetted and edited by,
Yan ShaoHong (Chris)