

ANALY482 MEETING MINUTES WITH SPONSOR(S)

Date:	04 November 2016
Time:	09:00 – 10:00
Venue:	Meeting Rm 4-6 (Rm 4018) (School of Information Systems)
Attendees:	SMU: Lu Ning, Song Rui Sponsor: Tamera, Aaron, Nazimah, Swapna
Absentees:	SMU: Dina
Agenda:	Finding out Library's business requirements for the project

S/N	Things Discussed/Done								
1.	<p>At high level, we are looking at, <u>Project Overview</u></p> <ol style="list-style-type: none"> 1. Mining eBooks repositories for insights 2. Mining eBooks and search for insights 3. Mining eBooks and e-shelf for insights 4. Mining eBooks and tags for insights 5. Mining eBooks and students for insights 6. Predicting student behavior and book popularity, 7. Recommendations 								
8.	<table border="1" style="width: 100%;"> <tr> <td style="text-align: center;">By Nov 15th</td> <td>Verbal discussions with Prof Kam</td> </tr> <tr> <td style="text-align: center;">Nov 18th (11th)</td> <td> Sample Data collection and preliminary analysis e-books – 50k (missing data), Proxy Logs – 1month data (raw data with noise and missing data) 6GB (<1M records) emails – hashed IRB Data will be collected by Song Rui from Aaron directly </td> </tr> <tr> <td style="text-align: center;">Dec 2016</td> <td> Proposal, Scope, Approval from Faculty <ol style="list-style-type: none"> 1. Outcomes - Prototype, models, insights and gaps 2. Student update the project sponsors (Faculty comments and the project phases) </td> </tr> <tr> <td style="text-align: center;">Jan-Mar</td> <td>Project execution</td> </tr> </table>	By Nov 15th	Verbal discussions with Prof Kam	Nov 18 th (11th)	Sample Data collection and preliminary analysis e-books – 50k (missing data), Proxy Logs – 1month data (raw data with noise and missing data) 6GB (<1M records) emails – hashed IRB Data will be collected by Song Rui from Aaron directly	Dec 2016	Proposal, Scope, Approval from Faculty <ol style="list-style-type: none"> 1. Outcomes - Prototype, models, insights and gaps 2. Student update the project sponsors (Faculty comments and the project phases) 	Jan-Mar	Project execution
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Item Due (Team)/Action(s)

Deadline: Early next week

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| 1. Inform Aaron on our decision to work with them and if we are taking up this project, set a date to collect data from them. |
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