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| Date | Tuesday, 3/4/2018 |
| Time | 2:30 pm – 3:30 pm |
| Venue | SIS Level 4 |
| Attendees | Tan Yong Jin, Wu Wei, Wang Miaoqiong Supervisor: Prof Meena |
| Agenda | Conference Paper Feedback |

| S/N | Item Discussed | Remarks |
|-----|------------------|---|
| 1 | Conference Paper | <p>Professor Meena provided Feedback on the submitted Conference Paper upon discussion with Professor Kam.</p> <p>Title should reflect Data Migration.</p> <p>Focus on a specific aspect/area within the report, it could be:</p> <ul style="list-style-type: none"> - Database - PowerBI - Tableau <p>Regarding Literature Review: Recommended the team to read up on various indexing techniques, previous researches on flat file source based data to data storage.</p> <p>Provide metadata in the appendix if specific terms regarding the data is used, such as actual column names.</p> <p>Regarding future work:</p> <ul style="list-style-type: none"> - Focus on how can better reporting systems be implemented - Possibility of a Data Warehouse |

The meeting adjourned at 3.30pm.

A new draft of the report will be written and be provided to Professor Meena for feedback, preferably by Friday (6/4/2018).

Prepared by,

Tan Yong Jin

Vetted by,

Wang Miaoqiong

Wu Wei