

TEAM V  
ANLY482 INTERNAL MEETING  
MINUTES 1

<b>Date</b>	9 December 2016
<b>Time</b>	16:00 - 18:00
<b>Venue</b>	Skype
<b>Attendees</b>	Team V: Andrew, Sarah
<b>Agenda</b>	Discuss potential companies for Analytics Practicum

S/N	Item Discussed	Remarks
1	Project	<ul style="list-style-type: none"> <li>- The team went through the specific requirements and grading for Analytics Practicum</li> <li>- Andrew mentioned that the team should focus mainly in contacting potential companies as well as start working on the Wiki layout</li> </ul>
2	Potential companies	<ul style="list-style-type: none"> <li>- The team brainstormed over potential companies and shortlisted a few</li> <li>- Sarah suggested targeting companies that the team had direct contact with such as previous internship companies</li> <li>- Andrew came up with the following companies:               <ul style="list-style-type: none"> <li>- <b>Tocco Studios:</b> A startup focusing on technical solutions in the travel industry. Andrew interned here in 2015.</li> <li>- <b>GovTech:</b> Previously known as IDA, it focuses on a wide variety of services for Singaporeans. Andrew interned here in 2016.</li> <li>- <b>Vanitee:</b> A startup focusing on bridging consumers with beauty</li> </ul> </li> </ul>

		<p>professionals that can provide beauty services. Andrew has a friend that interned there in 2016.</p> <ul style="list-style-type: none"> <li>- Sarah came up with the following companies: <ul style="list-style-type: none"> <li>- <b>HDB:</b> Specifically the department that Sarah interned in 2015. They performed several types of visualization that helped revise their carpark parking prices.</li> <li>- <b>Citibank:</b> Specifically the department that Sarah interned in 2016. They were in charge of big data analytics and data governance.</li> </ul> </li> </ul>
3	Narrowing down of potential companies	<ul style="list-style-type: none"> <li>- After shortlisting 5 potential companies, Andrew suggested that the team rank the 5 companies in terms of feasibility in getting data as well as interest in the industry that the company was in</li> <li>- Andrew stated his preference in startups instead of MNCs and companies in the government sector due to feasibility and ease of getting data</li> <li>- Sarah agreed with Andrew's point as she ever mentioned to her previous supervisor at Citibank about this project and her supervisor said it might be tough to get clearance to share data with the team</li> <li>- Sarah added a point on Vanitee about how it has evolved over the past few years (from VanityTrove, a company offering subscription based beauty product packages to the current mobile application offering beauty services)</li> <li>- The team eventually settled on the following ranking: <ul style="list-style-type: none"> <li>- Vanitee</li> <li>- Tocco Studios</li> <li>- Citibank</li> <li>- HDB</li> <li>- GovTech</li> </ul> </li> <li>- The team decided to approach this companies in order of preference</li> </ul>

S/N	Action Item	Action By	Deadline
1	Email Vanitee of possible meeting to	Andrew	By 10 Dec 2016

	understand Analytics Practicum project details		
2	Start working on Wiki layout	Sarah	By 17 Dec 2016