SUPERVISOR MEETING 7

Date	29 March 2017
Time	2pm to 3pm
Venue	School of Information Systems Meeting Room 4.6
Attendees	Prof. Kam Tin Seong (Supervisor) Wei Xiaoxin Wu Di Zheng Xiye
Absentees	nil
Agenda	1. Gather feedback for visualization dashboard 2. Enquiry for final report

AGENDA

No.	Task	Follow-up
1	**Gather feedback for visualization dashboard** ✓ We demonstrated the visualization dashboard to Prof Kam. Prof suggested that we should enlarge the sparkline plot and also show the latest value next to the graph.	1. Research and update the dashboard.
2	**Enquiry for final report** ✓ We consulted Prof. Kam on how we should structure the report. Prof Kam suggested our report should follow the flow of data cleaning and report generation. We should document what we have done as well as the conceptual framework. We should also carefully look R-bloggers and learn how R users document their works.	1. Look at R-bloggers and start drafting final report

The meeting was adjourned at 3:00pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Wei Xiaoxin

Vetted by,

Wu Di, Zheng Xiye