



INTERNAL MEETING

Project Name:	Geospatial Analysis for Branch Location Optimization		
Date of Meeting: (DD/MM/YYYY)	30/03/2018	Time:	13:00-22:00
Minutes Prepared By:	Shraddha	Location:	SMU Labs Level 3
1. Meeting Objective			
Generate models and begin work for poster			
2. Attendance at Meeting			
Name	Role	Status	Remarks
Shraddha Ramesh	Minute Taker	Present	
Vani Sound	Participant	Present	
3. Meeting Agenda			
Run descriptive analysis for all model variables, run multiple linear regressions. Work on poster content and outline			
4. Detailed Discussion/ Notes/ Decision			
Agenda / Issues	Discussion	Decision	
1) Run descriptive analysis for all model variables, run multiple linear regressions.	<p>Ran descriptive and summarizing analyses on all the model variables in JMP and uncovered some inconsistencies and errors.</p> <p>Regenerated some data to rectify these errors and ran the descriptive analyses again.</p> <p>Run the linear regression multiple times- to predict customer count and sales revenue with all the possible model variables and identify the significant ones. Rerun these models with just the significant variables.</p> <p>Additionally, run the analyses with both customer count and sales separately for each outlet type.</p>		

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2) Work on poster content and outline	Come up with poster outline and content for each topic based on our project so far and the latest regression analysis.				
5. Action Items					
Action	Assigned To		Due Date		
Work on analyzing regression results	Vani, Shraddha		1/04/2018		
Create poster in InkScape	Shraddha		1/04/2018		
6. Next Meeting (if applicable)					
Date: (DD/MM/YYYY)	1/04/2018	Time:	17:00-23:00	Location:	SIS Level 5
Objective:	Analyze regression results and work on poster and report				