

Atom Collaboratives

Meeting Minutes

February 5, 2016

SIS Meeting Room 4.1

Members Present: Professor Kam Tin Seong
Yan ShaoHong Chris
Yo Wee King
Macus Khoo Jun Hao

Agenda: 1) Project Clarifications

Next meeting: 2 weeks from now; TBC

Announcements

1. No announcements were made prior to the start of the meeting.
2. The meeting commenced at 1100H and ended 1145H.

Discussion

Overview

3. The project manager, Chris, has briefed Prof Kam on the progression of the reports. Prof Kam understood that the team would be working on 4 reports and info graphics namely, AMK Clusters (AMK Hub & AMK food central), SengKang Clusters (Compass point & Sengkang CC), Rail Mall and Jalan Salang.
4. Prof Kam is happy with the progression of the reports as they completed phase 1 of the project. Next, the team will be focusing on their analytics and insights for the projects. Chris presented the raw data files that they have been working on and Prof Kam suggested to exclude some of the sites as they are irrelevant and they will cause “noise” in our analysis.
5. Prof Kam noted that the limitation of the dataset is small as the time period is only consist of 2 days (1 weekday and 1 weekend). Although each data is recorded in 15 minutes time interval, the dataset is still too small to have an in-depth analysis. It is highly recommended for the team to take note of this pointer and put them as the limitation for this project.
6. Prof Kam requested the team to go work on the time series clustering and come back with some insights from the data.

Project Management

6. After understanding the team progression and works that need to be done, the team will then go back and work on the reports for MRC.

7. With no further matters arising, the meeting was concluded at 1145H. The team will arrange for another session with MRC to find out more information and getting the data.

Summarized Action Items

S/N.	Description	Action By
1.	The team to work on the proposal for the upcoming submission on 10 th Jan	Atom

This meeting was adjourned at 1145H. The meetings will be circulated and if there are no amendments reported in the next three days.

Prepared by,
Yo Wee King

Vetted and edited by,
Yan ShaoHong (Chris)