

# Supervisor Meeting 5

Date	14/09/18
Time	1.30pm – 2.30pm
Venue	SMU SIS
Attendees	<ol style="list-style-type: none"> <li>1. Chester</li> <li>2. Hong Yang</li> <li>3. Jeryl</li> <li>4. Larry</li> <li>5. Solomon</li> </ol>
Agenda	<ol style="list-style-type: none"> <li>1. Data</li> <li>2. Machine Learning</li> <li>3. X-Factor</li> <li>4. Mid-Term Advice</li> </ol>

## Agenda

Item	Description
1	<p><b>Data</b></p> <p>Aggregated data should fit into analytics            Diagram for data upload process            Backend analytics – live not as critical</p>
2	<p><b>Machine Learning</b></p> <p>Ensure that everyone understands what is going on for clustering</p>
3	<p><b>X-Factor</b></p> <ul style="list-style-type: none"> <li>• Midterm:               <ul style="list-style-type: none"> <li>○ Find out 3 insights</li> </ul> </li> <li>• Finals:               <ul style="list-style-type: none"> <li>○ Find out 5 insights</li> <li>○ Used in 1 marketing promotion</li> </ul> </li> </ul> <p>Need to tell sponsor in advance and log down insights. (~ a week in advance?)            KPI for success at midterm.            Tell them as many insights as possible and have a feedback form for them to log it down.            More formal.            Do they like the UI/UX? Is it usable for them?</p>

	Structure the UT to fit all of these in.
4	<p><b><u>Mid-Term Advice</u></b></p> <ul style="list-style-type: none"> <li>• Try to put in shortcuts that link into the various tabs</li> <li>• Things that are important for mid-terms</li> <li>• Fully masked data for demo?</li> </ul>

The meeting was adjourned at 2:30 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,  
Jeryl

Vetted and edited by,  
Solomon