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| --- | --- |
| **Date:** | 23/08/2017 |
| **Time:** | 13:00pm |
| **Venue:** | SMU Library Project Room 3-1 |
|  |  |
| **Attendees:** | Wang Shuwei, Tan Yong Siang Ivan, Teo Jin Yuan, Lyu Bowen, Jeremy Lee |
|  |  |
| **Agenda:** | 1. Internal meeting update |

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| --- | --- | --- | --- |
|  | **Actionable** | **Who** | **Due Date** |

**Lab 1 Preparation for release**

* Jeremy to prepare lab instructions & feedback

**Feedback questions**

* Can you complete Lab 1 with the system?
  1. Yes
  2. No , If no what are the issues you have faced?
* KDD Labs systems is easy to use.

Scale 1 -7

Additional comments:

* KDD Labs system is easier to use as compared to SAS EM.
  + 1. Scale 1 -7
    2. Additional comments:
* How easy was it to perform the following functions:

Scale : 1-7

* Uploading and configuring dataset - (Scale 1 -7)
  + Explain briefly why you provided this rating?
* Sampling a dataset - (Scale 1 -7)
  + Explain briefly why you provided this rating?
* Basic visualisations (scatter plot, boxplot) - (Scale 1 -7)
  + Explain briefly why you provided this rating?
* Generating summary statistics - (Scale 1 -7)
  + Explain briefly why you provided this rating?
* Did you experience any technical issues with the system?
  + 1. Yes
       1. If yes, please specify.
       2. No
* Please provide an overall feedback for the system

Prepared by,

Jeremy Lee