

Internal Meeting - 15 Jan 2022



Meeting Minutes for 15 Jan 2022

Date:	 15 Jan 2022
Time:	 11:00AM
Location:	Joshua's house
Present:	 @ Ow Ling Jia  @ ONG JHIN YEE _  @ Sarah Chin  @ Chen Jian Yu  @ Joshua Wong  @ Tian Le Cheow
Absent:	

Goals

Follow up from the 7 Jan meeting for the dashboard design. This includes updates on the research of each component as well as updates on Figma designs.

Agenda

No.	Agenda Item	Remarks
1.	Noteworthy Comments & Complaints	Ling Jia
2.	Figma Designs	Jhin Yee

Discussion topics


Agenda	Action By
Noteworthy Comments & Complaints	


<ul style="list-style-type: none"> • Noteworthy Comments <ul style="list-style-type: none"> • Team has decided that noteworthy comments are derived from the number of replies (whether the comment started a conversation) and the number of engagements (shares, likes, comments) that it has received • Noteworthy comments would be filtered by common topics and sorted by likes, comments, shares or latest • On the dashboard, users would be able to see the noteworthy comment along with the post that the comment was found under • Complaints <ul style="list-style-type: none"> • Team has decided that complaints would be defined as comments that provide constructive feedback towards a person/topic in question • In the Top Complaints component, the team thinks that a word cloud of the main keywords found in complaints should be included. From the word cloud, similar to the Keyword Analysis component, the user would be allowed to click on the keyword to show the relevant comments pertaining to the query. <p>However, there are some concerns to how the information should be shared and presented to the user. For example, should the comment/complain be judged across all social medias that we are analysing or should it be based on the individual social media's standards. On top of that, the backend team must be able to conduct machine learning to ensure that the algorithm would be able to properly churn out both the top noteworthy comments and complaints. Therefore, the team believes that these two components shall be put on hold first until we can produce a working prototype for the other main functions that were mentioned in the previous meeting.</p>	-
Figma Designs	
<p>On top of the designs that were mentioned in the previous meeting, the team has decided to have additional features to complement the dashboard.</p> <ul style="list-style-type: none"> • Tooltip: The team decided to add in the tooltip feature to allow the user to understand how each component works and what analysis they could derive from it • FAQs: The team wanted to include a page that will be able to explain how the dashboard works and frequently asked questions to help the users along the way • Social Media Feed: The team wanted to show live posts and comments from the different social medias that we will be exploring (Instagram, Twitter, Reddit, Facebook and YouTube) <ul style="list-style-type: none"> • How it works: After inserting a query, one card/component will be shown for each platform. In the card, we show the relevant posts to the query (from ML part, using classification of whether post is relevant or not) • Because it is hard to determine the ranking of the relevance, we allow users to choose how they want to sort the posts (eg for Instagram card, we allow users to sort by eg number of likes and number of comments) • The page will allow for overall sorting, example, the number of likes, just to see the most popular videos across platforms • The team plans on not showing the comments for now 	-

:note: Meeting Notes - Updates

Update	Risk Level	Mitigation Plan
NIL		

Decisions

 Noteworthy Comments & Complaints will be put on hold

 We will add additional features such as Social Media Feed, FAQs and Tooltip

Administrative Matters

Date of Next Meeting:	21 Jan 2022
Time of Next Meeting:	 11:00AM