Data Science Capstone Project – Group E

Meeting Minutes and Actions Table

Meeting Title	Capstone Project Group E – Meeting with Dr. Lina Yao		
Date	30-Mar-2022	Time / Duration	5:00pm – 6:00pm
Chair	Group E Team Members		
Attendees	Name	Role	
	Dr. Lina Yao	Lecturer	
	Abdul El-Hamawi	Project Lead	
	Chris Strods	Data Scientist	
	David Anderson	Data Scientist	
	Jamie Twiss	Communications Manager	
	Shuba Dutta	Project Coordinator	
Apologies	Sonal Chalwi	Communications Manager	

Meeting Minutes	
Agenda Item	Minutes
Is it okay to only use NSW data?	Yes, that's fine—be sure to put your reasoning in the report as to why you did that (e.g. limited time; prefer to go deep rather than wide and shallow)
Okay to use last 5-7 years of data?	Yes, same answer—make sure you justify it
We plan to use the forecast data for benchmarking, but not as a model input	Yes, that's fine
Our hypothesis is to focus on the needs of energy generators, as the most likely customers of the model—leading us to focus more on short-term predictions	Yes, that's sensible—include the information about energy generators in your final report; that's very helpful information
What evaluation criteria are you most focused on?	Not focused on the predictive power of the model. We're most focused on how you work together as a team, and also can you derive insights from your results. Also the completeness of the project—do you discuss each key component of the pipeline (e.g. from preprocessing through model building through to interpretation)
What characteristics do you see in successful groups?	Different groups have different styles, and any of them can work—it's a question of how effectively you work together, and then the quality of the outputs. Has each group member taken appropriate responsibilities? How do you manage your online code repository? How do you manage your meetings.

Any advice on model building—in particular, how do we test it?	Useful to compare it with some baselines, and/or the forecast data set. Consider Monte Carlo simulations. Make sure you put all of it in the report, even if something doesn't work, so we can see what you did.
Do you have a view on making point estimates vs. scenarios?	Scenarios/probability distributions are extremely helpful.

Actions Table				
Agenda Item	Action	Responsible Member(s)	Due Date	Status