



Project background

TikTok's data team is in the earliest stages of the claims classification project. The following tasks are needed before the team can begin the data analysis process:

- A project proposal identifying the following:
 - Organize project tasks into milestones
 - Classify tasks using the PACE workflow
 - Identify relevant stakeholders

The assignment

TikTok is asking for a project proposal that will create milestones for the tasks within the comment classification project. take into account the audience, team, project goal, and PACE stages of each task in planning the project deliverable.

Specific project deliverables

- PACE Strategy Document to plan the project while considering the audience members, teammates, key milestones, and overall project goal.
- Create a project proposal for the data team.



Meeting notes

You notice an email from your supervisor at the top of your inbox.

From: Rosie Mae Bradshaw

Subject: Your first task: Review meeting notes

If you are able to read this, then your company accounts have been created! It's the perfect time to get started with your first task. Last week, I attended an internal meeting with our leadership team about a new project we are about to begin. You'll receive more information in the next few days, but I would like you to be aware of some needs that were identified by our leadership. Here is an excerpt from the notes I took during the leadership team meeting. I've organized the points by the individual who made the comment:

Mary Joanna Rodgers- Project Management Officer

- The project will need a global document identifying deliverables & milestones.
- We will need to generate some visuals to share with TikTok executives.

Orion Rainier-Data Scientist

- We will need to have an understanding of the data we will be working with on this project.
- It will require someone on the team to inspect the dataset for missing data.
- The data team needs to determine what information will be the most useful in TikTok's data through exploratory data analysis (EDA).
- Eventually, our team will need to run some method of statistical testing.

Willow Jaffey- Data Science Lead

- The goal of the claim classification project is to build and deliver a reliable machine learning model.
- The team will need to determine the type of regression model for this project.
- Once we have a final model, I'll need to know the main talking points going into our presentation to the leadership team.
- The team will need to determine the best method of hypothesis testing for this dataset.

My thoughts and concerns...

- I think it's best to use Python for this project. I'll have someone on my team set that up as soon as we have the project proposal in place.
- I'd suggest the data team will need to check the assumptions made by any regression modeling developed for this project.
- The data team will identify and set up the project's workflow.

There will be more details sent to you very soon.

Welcome to the team,

Rosie Mae Bradshaw

Data Science Manager

TikTok