News Tone
MINUTES OF THE MEETING

Week No	10
Date	18-May-2020
Time	10:00AM – 12:00AM
Location	Online - Zoom
Prepared By	Ying Wang

Attendees	
	a1733805 Ying Wang a1758331 Jin Zhou a1736798 Yiru Li

I.   **Meeting Objectives**

1. Sentiment Analysis Framework
   Tools: **RStudio**
2. Dashboard (webpage-based)
   - **UI elements** of dashboard
     -> word cloud
     -> bar chart of word frequency
     -> distribution of analyzing outputs (positivity & negative)
     -> slider (interact with user)
   - Tools: **Shiny** with RStudio
   - Deploy: **shinyapps.io**
3. Minutes
   - week 6, 7, 8 minutes haven't been submitted yet

II.   **Action Items**

#	Description	Owner	Status
1	Create folder structure in GitHub	Ying Wang	Complete
2	Create Trello board	Ying Wang	Complete
3	Pitch presentation slides draft	Jin Zhou	Complete
4	Presentation slides final	Jin Zhou	Complete
5	Pre-recording video for pitch presentation	Ying Wang, Jin Zhou, Yiru Li	Complete
6	Business Case & Draft Plan	Ying Wang, Jin Zhou, Yiru Li	Complete
7	Development: News Title Crawler	Ying Wang	Complete
8	Milestone1 report	Ying Wang	Complete
9	Final Milestone Plan	Ying Wang	Complete
10	Development: Convert JSON to XLSX	Ying Wang	Complete
11	Development: Sentiment Analysis in RStudio	Ying wang	Complete
12	Testing Plan	Yiru Li, Jin Zhou	Complete
13	Final Poster	Jin Zhou	In progress
14	Development: Create webpage-based dashboard	Ying Wang	In progress