

Fall 2023 – INSY 662

Progress report guideline

Due October 27 (11:59PM)

The primary purpose of the progress report is to help you keep on track with your project. Based on the progress report you have submitted, I will give feedback to each group during the Team Project Meeting session (October 31st).

You need to submit your progress report as a PPT slide deck. Think of it as a draft that can help you prepare for the final presentation. Your slide deck should have a minimum of 8 slides in total. There is no maximum limit. Please try to make it neat and professional.

Your slides should include the following information:

1. Introduction

- What is the business context? Who is the target audience of your project, i.e., who would you present this to if this were a “real” project? Who are the potential stakeholders? What is the aim of the project?

2. Description of the dataset

- What is the dataset about? What are the potential key variables? Do you have any prior knowledge or evidence from the literature on the potential relationships between variables? How are those key variables measured? What would be the unit of analysis? Why are they important?

3. Initial data exploration

- Did you do any exploratory analysis (e.g., summary statistics, distributions)? What can you say about your data just by reading these stats? What are the steps for data pre-processing you might want to take?

4. A rough plan of the next steps

- What are your next steps? Do you have any particular algorithms in your mind?

**** Whether you submit the progress report on time or not will be part of your team project grade. However, the report itself will not be graded. ****