**Meeting Minutes of Kick-off Meeting with the Client 05/05/2022**

Participants:

Vivek Katial, Haonan Zhong, Samy Allouache, Supanuth Amorntiyanggoon, Haocong Chen, Xuan Hung Ho

**Discussion**

1. Question about the Shiny tools
2. Data cleaning progress and issues
3. Showing prototype Shiny

**To-Do action**

1. The team will continue improving data cleaning script
2. The team will revise the logic of data transformation
3. The team will explore the feature of Shiny