# **MEETING AGENDA**

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| **Project Name:** | Earthquake Risk Assessment | **Group Number**: | 5 |
| **Date of Meeting:** (DD/MM/YYYY) | 06/02/2020 | **Time:** | 9.30 am – 11.30am |
| **Meeting Facilitator:** | Ye Fang | **Location:** | KTH B123 |

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| **1. Meeting Objective** |
| 1. Discuss the presentation outline 2. Discuss the some algorithmic problems with the dataset 3. Reading csv data files, and using java ADTs to extract and store object-oriented info |

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|  | **2. Attendees** | | | |
| **Name (last name alphabetical order)** | | **Student Number** | **Role in the Project** | **Comment** |
| Kan Hailan | | 400207974 | client & tester |  |
| Jihwan Kim | |  | programmer | online participation |
| Sembakutti Kalindu | | 1046206 | researcher & programmer | online participation |
| Tao Haoyang | | 400171589 | designer & programmer |  |
| Ye Fang | | 400273067 | project leader & programmer |  |

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| **3. What has your team done since the last meeting (documents, code, reading material, etc.)?** | |
| **Description** | **Owner(s)** |
| Found prior product examples, Wrote Input/output relationships for project | Sembakutti Kalindu |
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| **4. Is anything slowing your team down on in your way?** | | |  |
| **Description** | | **Route cause(s)** | **The TA feedback** |
| Not knowing the best method to extract data into java | | Lack of knowledge - .csv |  |
| Predicting algorithms without data structures in place | | No real java ADTs done |  |
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| **5. What you about to change from the way another team is doing? (Complete it if you have met another team today)** | | |  |
| **Topic** | **Another Team methods** | | **Your reflection** |
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# **MEETING MINUTES**

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| **5. Notes, Decisions, Issues** | | | | | | | | |
| **Topic** | | | | | | **Owner** | | **Time** |
| Project name: *Earthquake Risk Assessment*  Presentation outline(see part 6) | | | | | | Group members | | 10 min |
| Problem: Best way to handle and extract data from datasets into java programming environment  Solution: Still working on it; preliminary ideas include json files, and respective java classes to read each record | | | | | | Group members | | 30 min |
| Problem: Discussed how to perform a union operation, where there is no common key, and inconsistent data.  Solution: Agreed to trim the data cells to extract only the useful part, ignore rows with missing data cells, and then combine the two datasets with a union operation | | | | | | Group members | | 1 hour |
| **6. What will your team do before the next meeting? (Action Items)** | | | | | | | | |
| **Action** | | | | | | **Owner** | | **Due Date** |
| presentation- introduction | | | | | | Kan Hailan | | 02/09/2020 |
| presentation- motivation | | | | | | Fang Ye | | 02/09/2020 |
| presentation- input/output and proposed solutions | | | | | | Sembakutti Kalindu | | 02/09/2020 |
| presentation- algorithmic challenges | | | | | | Tao Haoyang | | 02/09/2020 |
| presentation- prior work | | | | | | Kim Jihwan | | 02/09/2020 |
| **5. Next Meeting (if applicable)** | | | | | | | | |
| **Date:** (MM/DD/YYYY) | | 02/06/2020 | **Time:** | *9.30 am – 11.30am* | **Location:** | | *KTH B123* | |
| **Objective:** | Identify the requirement of the project, and agreeing on specific design aspects | | | | | | | |