**Project Meeting Minutes Template**

**Project Name:** Debt Risk Analysisand Loan Default Prediction

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| **Date and Time** | **Location** | **Attendees** |
| 1th October 2024 | Study Room, 333 River Dr, Downtown | * Nerid Tamrakar (0852680) * Prabesh Ghimire (0858773) * Tasiu Oni (0853659) * Pramesh Babu Khadka (0860484) |
| 7th October 2024 | Room no. R1001, St. Clair College, Downtown |
| 10th October 2024 | Study Room, 333 River Dr, Downtown |
| 12th October 2024 | Room no. R1001, St. Clair College, Downtown |

*On 7th and 10th October 2024, meeting was held under the guidance of Manjari Maheshwari*

**Agenda Items:**

1. **We assess the data to find out the dependent as well as independent variables. Also, we tried to identify the target variables for training the model and data visualization.**
2. We clearly stated the problem we're addressing and its significance.
3. We summarized existing research relevant to our project to establish the foundation for our project.
4. We outlined the approach, tools, and techniques we plan to use for our research.

**Members with Job description:**

Each and every one contributed equally to the data assessment as we worked and discussed each and everything together in every meeting.

**Any additional Notes:**

**Next Meeting date and time:** 16th October 2024, 3 PM