**DATA 6550 - Module 2 Group 4 Discussion Summary, Week B**

**Key Points Discussed:**

1. **Code Contributions & Organization:** All team members must add their code to the shared Google Collab notebook and their respective GitHub folders to ensure proper organization.
2. **Report Progress & Edits:** The report has been edited multiple times, with sections updated and revised to meet the project guidelines.
3. **Bias Analysis:** A section discussing different types of biases and their implications has been added to the report.
4. **Data Visualization:** A proposal was made to include charts showing historical trends by gender and income distribution.
5. **GitHub & Google Collab Integration:** Members discussed challenges in accessing and updating files through GitHub and Google Collab.
6. **Final Submission Preparation:** Ensuring all contributions align with the professor’s requirements for grading.

**Decisions Made:**

1. Each team member will upload their code to both Google Collab and their respective GitHub folders.
2. The report will be adjusted to meet length requirements by removing pictures.
3. The bias section will be reviewed and potentially expanded with data visualizations.
4. The introduction and first page of the report were completed to provide a structured start.
5. The Google Collab notebook was linked to GitHub for ease of access and tracking edits.

**Challenges Identified & Solutions:**

1. **GitHub Access Issues:** Some members faced difficulties verifying their GitHub accounts.
   * Solution: Provided guidance on accessing Google Collab through GitHub and ensuring proper commit messages.
2. **File Editing Restrictions:** Issues with editing Google Collab files and saving updates to GitHub.
   * Solution: Team members were advised to save changes directly in GitHub and include their names in commit messages.
3. **Report Length Exceeded Guidelines:**
   * Solution: Removed unnecessary pictures to reduce the report length while maintaining content quality.
4. **Uploading Difficulties:** Savi faced issues uploading the week A and Ab threads to GitHub.
   * Solution: Continuing to troubleshoot and find alternative upload methods.

**Contributions by Team Members:**

* **Savi Alwis:** Initiated the introduction and first page of the report, facilitated GitHub and Google Collab integration, and managed file organization.
* **Muqtasid Qureshi:** Edited the report, reduced excess content, and uploaded code to GitHub.
* **Moses Kipkemboi:** Worked on bias analysis and proposed additional data visualizations.
* **Pallavi Suram:** Contributed to coding and analysis.

The team is on track for finalizing the project, with ongoing refinements in bias analysis and data visualization. Continued collaboration and final reviews will ensure a polished submission.