**Team : BC2**

**Date: 6 MARCH 2025**

**Minutes**

Attendees:   
Tanya Chansataporn <tchansataporn1@sheffield.ac.uk>,  
Sofiia Piustonen <spiustonen1@sheffield.ac.uk>,  
Karthik Satheesh <ksatheesh1@sheffield.ac.uk>,  
Ashok Kumar Pitta <akpitta1@sheffield.ac.uk>,  
Xinjiang Liu <xliu275@sheffield.ac.uk>,  
Neil C Kalapurackal <nckalapurackal1@sheffield.ac.uk>

Chair: Tanya Chansataporn

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| Agenda item | Actions | By whom | Progress |
| 1 | Proposed the Initial Plan & Timeline | Tanya Chansataporn | DONE |
| 2 | Select person for this Minute of Meeting | Xinjiang Liu | DONE |
| 3 | Discuss on Presentation Outline  Distribute Presentation work to submit before 13-March-2025  Representative for presentation: Sofiia Piustonen 1. Road map & Team management Introduce & Professor : Ashok Kumar Pitta  2. Objective : Research objective , Industry Objective : Karthik Satheese  3. Hypothesis : Neil C Kalapurackal  4. Execution Plan , Approach :  Tanya Chansataporn  5. Conclusion : Sofiia Piustonen  6. Q&A : Everyone | Everyone | DONE |
| 4 | Discuss on Project Timeline and Distribute Task 1. Data Collection & Preprocessing **:** Sofiia Piustonen  2. Exploratory Data Analysis : Karthik Satheese  3. Train Supervised Model 1 (ARIMA/SARIMA) : Sofiia Piustonen  4. Train Supervised Model 2 (LSTM/GRU) : Neil C Kalapurackal  5. Train Supervised Model 3 (XGBoost / Random Forest) : Karthik Satheesh  6. Train Unsupervised Model 1 (K-means): Ashok Kumar Pitta  7. Train Unsupervised Model 2 (Dimension Reduction): Tanya Chansataporn  8. Train Unsupervised Model 3 (Anomaly Detection): Xinjiang Liu  9. Evaluation & Integration: Neil C Kalapurackal | Everyone | DONE |
| 5 | Decide on Scrum Master: Neil C Kalapurackal | Everyone | DONE |
| 6 | Create Github Repository for Sprint: Tanya Chansataporn | Tanya Chansataporn | TODO |
| 7 | Review All Recommend Document from Professor Brian | Everyone | TODO |
| 8 | [TBC] Report Items task distribution | Everyone | TODO |
| 9 | [TBC] Phase 2 Additional Work (Add-on) | Everyone | TODO |