**Meeting Minutes 1**

**First meeting with Professor in class**

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| **Item** | **Details** |
| Date and Time | 10-Jan-2025 |
| Location | In class (Meeting with Professor) |
| Attendees | Kanchan, Lakshmi, Sachin, Karthik |
| Absent | Narendran |
| Agenda | * Reinforcement analysis on last semester’s dataset, ensuring if we should proceed with the same dataset or adding more data to the existing dataset. * In class we got an overview about the course requirement, and we had a detailed discussion with professor about the Machine learning approaches. |
| Discussion Points | * Dataset Validation * Machine Learning |
| Decisions Made | * Topic and dataset are suitable for this semester’s needs. * The team members will search separately about all different Machine learning models from implementing basic machine learning algorithms to enhancing advanced algorithms. |
| Actions Items | Fundamental research for machine learning models starts with the basic model, Regression and Classification. |
| Any concerns (if any) |  |
| Next Meeting Date and Time | 14-Jan-2025 |
| Minutes Prepared By | Kanchan Devi |

**Second meeting virtually**

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| **Item** | **Details** |
| Date and Time | 14-Jan-2025 |
| Location | Online (Virtual Meeting) |
| Attendees | Kanchan, Lakshmi, Sachin, Karthik, Narendran |
| Absent |  |
| Agenda | * Discussion about all possible problems which we can try to solve this semester or try something advanced above. |
| Discussion Points | * Machine Learning Models * Target Variables |
| Decisions Made | * After the discussion, the team made the decision and concluded on what we are going to solve and what would be our target variable. * We made a complete list of (target variables: Net Income, Revenue) |
| Actions Items | Advance model, Time series models |
| Any concerns (if any) | We have one concern as a team that our fifth member is not in the city because of personal reason but he is contributing through online discussion. Let us know how we can proceed with this. |
| Next Meeting Date and Time | 19-Jan-2025 |
| Minutes Prepared By | Kanchan Devi |