REVIEW MEETING MINUTES

I. General Information

- **Project:** Student Performance Factors
- **GroupID:** 20
- **Date:** Sunday, December 27, 2024
- **Attendees:**

No.	Name	Student ID	Email
1	Vo Hung Khoa	22127202	vhkhoa22@clc.fitus.edu.vn
2	Vu Tuan Hung	22127137	vthung22@clc.fitus.edu.vn
3	Huynh Tan Dat	22127059	htdat222@clc.fitus.edu.vn

II. Team Member Evaluation

No.	Team Member	Completed Tasks	Task Completion (%)
1	Vo Hung Khoa	- Prepare the data: download, load, and preprocess the data. - Create a general structure for the Jupyter Notebook. - Formulate and Answer Question 4. - Refine Questions 4 based on the provided feedback. - Write the presentation script for the Introduction, Data preprocessing and Question 4.	100%
2	Vu Tuan Hung	- Prepare the data: download, load, and preprocess the data. - Formulate and Answer Question 1 and Question 2. - Write the presentation script for Question 1 and Question 2.	100%
3	Huynh Tan Dat	- Prepare the data: download, load, and preprocess the data. - Perform Exploratory Data Analysis (EDA). - Formulate and Answer Question 3. - Refine EDA and Question 3 based on the provided feedback. - Write the presentation script for EDA and Question 3.	100%

III. Reflection

1. Difficulties Encountered:

- All members faced difficulties due to a lack of familiarity with GitHub.
- Problems frequently occurred during merge, pull, and push operations.
- Conflicts arose related to commit histories, leading to delays and extra effort to resolve issues.

2. Lessons Learned:

- Gained hands-on experience in using GitHub commands effectively, including:
  - Resolving conflicts.
  - Managing branches.
  - Understanding and managing commit histories.
- Improved teamwork and communication to minimize conflicts in future projects.

3. Future Improvements:

- Dedicate more time to learning GitHub workflows before starting the project, such as:
  - Attending workshops or tutorials on Git and GitHub.
  - Practicing with smaller projects to build confidence.
- Establish clearer guidelines for version control, including:
  - Consistent naming conventions for branches and commits.
  - A regular schedule for merging code to avoid last-minute conflicts.