Project Log Sheet – Supervisory Session

Note on use of the project log sheet:

1. This log sheet is designed for all formal meetings, of which there must be at minimum SEVEN (7) during the course of the project (SEVEN mandatory supervisory sessions).
2. The student should prepare for the supervisory sessions by deciding which question(s) he or she needs to ask the supervisor and what progress has been made (if any) since the last session, and noting these in the relevant section of the form, effectively forming an agenda for the session.
3. A log sheet is to be brought by the STUDENT to each supervisory session.
4. The actions by the student (and, perhaps the supervisor), which should be carried out before the next session should be noted briefly in the relevant section of the form.
5. It is recommended that students bring along log sheets of previous meetings during each supervisory session.
6. The log sheet is NOT a deliverable for the project but it is an important record of a student's organization and learning experience. The students will be asked to hand in the log sheets as an appendix of the final report, with sheets dated and numbered consecutively. This is an important part of evidence on how you managed your project during the semester.

Student's Name: ....Zhiying Zhou.. **Date:** …08/09/2017….. **Meeting No: 2**

Project title: ……………Educational data mining…………………………………… **UNIT:** ………IFN702……….

☐ Journal entry logged into Blackboard (Optional)

Supervisor's Name: ………Guido Zuccon………. **Supervisor's Signature:** *Guido Zuccon*....

Update on progress since last meeting, and challenges faced if any (noted by student <u>before</u> mandatory supervisory meeting):

1.This is the first meeting to check the progress of the implementation of this project

Items for discussion (noted by student <u>before</u> mandatory supervisory meeting):

1.There is some problem in ordering some features

2.Is it good to explore the dataset using bar plot or boxplot

Action List (to be attempted or completed by student by the <u>next</u> mandatory supervisory meeting):

1.Normalize the dataset before the exploration phase

2.Reorder the sequence of some features, e.g. class, grade

3.Analyze the relationship between nationality and place of birth,to find there underlying relationship, etc.

4.Write the results after each task to make it much clear to reader

Note. A student should make an appointment to meet the supervisor in advance, usually at least 1 week prior.