Minutes Template

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| --- | --- |
| Subject: | COMP90051 Statistical Machine Learning |
| Group name/ identifier | Group 63 |
| Meeting Location, Date & Time | Zoom meeting, 10/19/2022 |
| Group members present | All present |
| Apologies |  |

# Actions from previous meetings

|  |  |  |
| --- | --- | --- |
| **Task** | **Who is responsible** | **Deadline** |
| try different parameter to get highest f1 score | All | 10/19 |
|  |  |  |
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|  |  |  |

# Items discussed and decisions made

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| --- | --- |
| **Item** | **Decision (if applicable)** |
| Separate different part of report |  |
| What parameter can get highest f1 score |  |
|  |  |
|  |  |
|  |  |

# Agreed actions from this meeting

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| --- | --- | --- |
| **Task** | **Who is responsible** | **Deadline** |
| Finish the report | All | 10/21 |
|  |  |  |
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# Next meeting

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| --- | --- |
| Location | This is final meeting |
| Date & Time |  |
| Goals |  |