Minutes Template

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| --- | --- |
| Subject: | COMP90051 Statistical Machine Learning |
| Group name/ identifier | 44 |
| Meeting Location, Date & Time | Zoom  2023/8/31 5pm – 6 pm |
| Group members present | Bohan Su  Aobo Li  Zhengyao Xu |
| Apologies |  |

# Actions from previous meetings

|  |  |  |
| --- | --- | --- |
| **Task** | **Who is responsible** | **Deadline** |
| Complete groupAgreement | Bohan Su |  |
| Create Github for the team | Aobo Li |  |
| Create Kaggle and join Kaggle team | Zhengyao Xu |  |
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|  |  |  |

# Items discussed and decisions made

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| --- | --- |
| **Item** | **Decision (if applicable)** |
| Exploratory data analysis for the dataset | Text Length, word distribution |
| Ideas on how to do the project such as generalization and imbalanced data |  |
| Which models to use for the project | MLP, SVM, LGB |
| Recording meeting minutes |  |
|  |  |

# Agreed actions from this meeting

|  |  |  |
| --- | --- | --- |
| **Task** | **Who is responsible** | **Deadline** |
| EDA | Bohan Su |  |
| Record meeting minutes | Zheng yao Xu |  |
| LGB model | Bohan Su | 9/8 |
| SVM model | Aobo Li | 9/8 |
| MLP model | Zheng yao Xu | 9/8 |

# Next meeting

|  |  |
| --- | --- |
| Location | Zoom |
| Date & Time | 2023/9/8 5pm – 6pm |
| Goals | complete our respective models |

# Actions from previous meetings

|  |  |  |
| --- | --- | --- |
| **Task** | **Who is responsible** | **Deadline** |
| EDA | Bohan Su |  |
| Record meeting minutes | Zhengyao Xu |  |
| LGB model | Bohan Su |  |
| SVM model | Aoboli |  |
| MLP model | Zhengyao Xu |  |

# Items discussed and decisions made

|  |  |
| --- | --- |
| **Item** | **Decision (if applicable)** |
| How to preprocess dataset such as using different baseline approach | BOW, TFIDF |
| How to better solve imbalanced data | From domain2, obtain same amount of data from AI and human |
| How to better control overfitting issue based for different models | Use loss, F1/ AUC-ROC curve |
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# Agreed actions from this meeting

|  |  |  |
| --- | --- | --- |
| **Task** | **Who is responsible** | **Deadline** |
| Optimize parameters to increase accuracy for three models | Bohan Su  Zheng yao Xu  Aobo Li | 9/14 |
| Reduce overfitting of three models | Bohan Su  Zheng yao Xu  Aobo Li | 9/14 |

# Next meeting

|  |  |
| --- | --- |
| Location | Zoom |
| Date & Time | 2023/9/15 5pm – 6pm |
| Goals | Complete respective model and start to think about the final report |

# Actions from previous meetings

|  |  |  |
| --- | --- | --- |
| **Task** | **Who is responsible** | **Deadline** |
| Optimize parameters to increase accuracy for three models | Bohan Su  Zheng yao Xu  Aobo Li |  |
| Reduce overfitting of three models | Bohan Su  Zheng yao Xu  Aobo Li |  |

# Items discussed and decisions made

|  |  |
| --- | --- |
| **Item** | **Decision (if applicable)** |
| How to write the final report and assigned respective tasks |  |
| Decided which model to be the final approach | LGB, MLP for two Kaggle submission |

# Agreed actions from this meeting

|  |  |  |
| --- | --- | --- |
| **Task** | **Who is responsible** | **Deadline** |
| Write the final report | Bohan Su  Zheng yao Xu  Aobo Li | 9/16 |

# Next meeting

|  |  |
| --- | --- |
| Location | Zoom |
| Date & Time | 2023/9/17 5pm – 6pm |
| Goals | Complete the final report |

# Actions from previous meetings

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| --- | --- | --- |
| **Task** | **Who is responsible** | **Deadline** |
| Write the final report | Bohan Su  Zheng yao Xu  Aobo Li |  |

# Items discussed and decisions made

|  |  |
| --- | --- |
| **Item** | **Decision (if applicable)** |
| Organize the final code and reports to be submitted |  |

# Agreed actions from this meeting

|  |  |  |
| --- | --- | --- |
| **Task** | **Who is responsible** | **Deadline** |
| Choose which Kaggle prediction to use for the final submission (lowest loss/f1 score for each LGB and MLP model) | Bohan Su  Zheng yao Xu  Aobo Li | 9/16 |