

Melbourne Parking Data

Meeting Number: 1

Meeting details

Date	27.02.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
Copy to	Reza Soltanpoor

AGENDA

1. Create a group
2. Create a Trello board
3. Create a GitHub repository
4. Plan meeting schedule for every week

Meeting Number: 2

Meeting details

Date	03.08.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Review of previous minutes: All tasks scheduled during meeting 1 have been completed.
2. Look for interesting datasets to work with
3. Schedule a meeting for 05.08.2020 to discuss the project charter

Meeting Number: 3

Meeting details

Date	05.08.2020
Time	21:30
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Review of previous minutes: All the teammates looked for a good dataset to work with
2. Decided on a dataset
3. Discussed research questions
4. Discussed the Project Charter
5. Assigned different parts of the Project Charter to the teammates

Meeting Number: 4

Meeting details

Date	06.08.2020
Time	20:30
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Review of previous minutes: Team worked individually on the Project Charter
2. Finalise the Project Charter
3. Make the Gantt Chart [Fahim]

Meeting Number: 5

Meeting details

Date	09.08.2020
Time	18:30
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
Apologies	Duncan Do
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AGENDA

1. Review of previous minutes: All tasks to be done by each teammate was done in time
2. Discussed all the week 3 submission contents

Meeting Number: 6

Meeting details

Date	10.08.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Review of previous minutes: We worked on the Draft Project Submission
2. Discussed the high level requirements that the supervisor advised us
3. Divided tasks for the data cleaning phase

Meeting Number: 7

Meeting details

Date	13.08.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Meeting just to discuss some research questions as we had to change the dataset we were working on

Meeting Number: 8

Meeting details

Date	16.08.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Review of previous minutes: Research ques
2. Discussed data wrangling issues with the team
3. Came up with solutions to fix the issues

Meeting Number: 9

Meeting details

Date	17.08.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Sprint planning for sprint 3
2. Divided Data Visualisation tasks among group mates
3. Discussed Predictive Analysis questions

Meeting Number: 10

Meeting details

Date	23.08.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Group mates are working on the tasks they were assigned:
2. Discussed git flow to avoid merge conflicts

Meeting Number: 11

Meeting details

Date	25.08.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Review of previous minutes: Everyone is working on their own assigned tasks
2. Decided to do different visualisations based on supervisor's feedback
3. Solved the datetime issue

Meeting Number: 12

Meeting details

Date	30.08.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Review of previous minutes: Everyone working on their assigned tasks
2. Discussed Predictive Analysis questions

Meeting Number: 13

Meeting details

Date	07.09.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	
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AGENDA

1. Review of previous minutes: Last week was a mid semester break, so we took time off
2. In depth discussion of data modelling
3. Assigned tasks for data modelling

Meeting Number: 14

Meeting details

Date	13.09.2020
Time	19:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Review of previous meeting minutes: Running a bit behind schedule
2. Overall discussion on which models to use for each analysis

Meeting Number: 15

Meeting details

Date	14.09.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Duncan Do
	Joel Jacob
Apologies	Fahim Tahmeed
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AGENDA

1. Review of previous minutes: We're working on our assigned tasks
2. Discussed KNN, K-folds, Hill Climbing
3. Discussed how to convert string data type to unique integers to help with the classification models

Meeting Number: 16

Meeting details

Date	20.09.2020
Time	19:30
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Review of previous minutes: We are ahead of schedule!
2. Discussed how to continue with modelling after clarification with the supervisor

Meeting Number: 17

Meeting details

Date	27.09.2020
Time	19:30
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

4. Review of previous minutes: Every member is well on track
5. Discussed sprint retrospective

Meeting Number: 18

Meeting details

Date	29.09.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Review of previous minutes: Predictive Analysis done
2. Discussed how to plan the next sprints
3. Planned to start with the report this sprint
4. Push back Prescriptive Analysis

Meeting Number: 19

Meeting details

Date	04.10.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Review of previous minutes: Everyone done with their assigned parts
2. Data Visualisation report

Meeting Number: 20

Meeting details

Date	05.10.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Discussed data modelling reports and assigned each tasks to everyone

Meeting Number: 21

Meeting details

Date	11.10.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Review of previous minutes: Everyone done with their parts
2. Discuss next sprint

Meeting Number: 22

Meeting details

Date	12.10.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Discussed sprint 10 in details
2. Discussed presentation of week 12

Meeting Number: 22

Meeting details

Date	17.10.2020
Time	20:00
Venue	Microsoft Teams
Attendees	Labiba Islam
	Fahim Tahmeed
	Joel Jacob
	Duncan Do
Apologies	N/A
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AGENDA

1. Review of previous minutes: Everyone done with their parts
2. Prepare for week 12 submission

