**Meeting Agenda and Minutes** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Meeting Title**: Project Kick-Off Meeting  
 **Date:29/09/2022**  
 **Time: 5:15 pm – 6:15pm**  
 **Attendees: Ahmad Asgharian Rezaei, Chengyang He, Huahu Wen, Yipei Liu, Yiyang Xie** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Item: result overview Allocated time: 30** minutes **Notes: Clear what we have**

**Item:** Communications **Allocated time: 20** minutes **Notes: Identify the jobs**

**How to present the results:**

1. **Present the statistics about the number of DOIs used, the number of papers per DOI, the total number of tables extracted, and the number of relevant tables.**
2. **Show examples of poorly formatted tables, irrelevant tables, and relevant tables.**
3. **Show examples of the table after merging and before imputation**
4. **Show the table with imputed values.**

**Include the results of 2-3 machine learning models and show how they generate the imputation results.**

**Whenever you talk about the challenges in your report, you can support your point by adding pictures showing an instance of that challenge (like poorly formatted tables)**

**Item:** Next Steps  
 **Allocated time: 10** minutes  
 **Notes:**

**Wrap up experimentation for generating more results for the report.**

**Completing the sections of the report.**

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**Other items: Leader：Yiyang**

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