ISSS608 VISUAL Group 10 Meeting minutes 30.03.25

MINUTES OF VISUAL ANALYSIS PROJECT MEETING ON 30 MAR 2025 AT MEMBER’S HOUSE.

Present:

* JEREMY JUNPENG LIU – Member
* DING HONG YAN – Member
* JEOUNGHYUN KIM – Member (Leader)

Absent with Apologies:

- None

## INTRODUCTION

1. The 30/03 VISUAL Project Meeting commenced from 1930PM to 2200PM.

## Objectives:

1. ITEM 1: Discussion on Dataset Organization and Data Preparation

The team discussed how to efficiently prepare the dataset for analysis.  
- JEOUNGHYUN suggested checking for missing values across all columns.  
- HONGYAN proposed removing non-English columns, particularly those containing Thai characters.  
- JEREMY recommended scripting the cleaning process to make it repeatable for future updates.  
All members agreed to carry out the cleaning before starting exploration.

1. ITEM 2: Discussion on Modeling Approach

The team explored different modeling directions.  
- JEREMY: Time series modeling for accident trends.  
- JEOUNGHYUN: Predictive modeling. He referred to a similar approach in a previous assignment (Take-home Exercise 3), where Poisson regression was used to predict expected fatalities based on weather, time, and location variables. An interactive Shiny app was also developed for users to simulate and visualize prediction outcomes.  
- HONGYAN: Exploratory data analysis to uncover hidden patterns.  
Each member will focus on their part and share insights in the next meeting.

1. ITEM 3: Planning the Project Timeline and Weekly Progress

The team discussed a draft of the weekly plan to stay on track.

|  |  |
| --- | --- |
| Week | Milestone |
| Mar 30 | Initial data audit and cleaning |
| ~ | Standardize date formats and merge datasets |
| Mar 31 | Check for missing values and remove Thai columns |
| Apr 1 | Perform EDA and summary visualizations |
| ~ | Draft modeling framework |
|  | Try initial models and debug issues |
| Apr 3 | Internal review and finalize weekly report |

All members committed to meeting weekly to review progress and adjust the plan as needed.

## CONCLUSION:

With no further items to discuss, the meeting ended at 2200PM.

## Action Items & Next Steps:

- Complete data cleaning scripts and start EDA.

- Each member will experiment with one modeling technique before next meeting.

- Next Meeting: 5 April 2025.

Recording Secretary  
JEREMY JUNPENG LIU

Recorded by:

DING HONG YAN

Vetted and cleared by:  
JEOUNGHYUN KIM,  
JEREMY JUNPENG LIU

Distribution:  
All project members  
Dr. Kam Tin Seong