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20 Feb 25

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**MINUTES OF VISUAL ANALYSIS PROJECT MEETING ON 20 FEB 2025 AT SMU LI KA CHAIN LIBRARY LEVEL 5 STUDY AREA**

**Present: Appointment:**

JEREMY JUNPENG LIU Member

DING HONG YAN Member

JEOUNGHYUN KIM Member (leader)

**Absent with Apologies:**

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**INTRODUCTION**

**1. The 20/02 VISUAL Project Meeting commenced at 1900PM to 2200PM**

**Objectives:**

**ITEM 1:Decide the project topic, and find the relevant dataset.**

1. JEOUNGHYUN proposed to work on Singapore's water usage or electricity dataset. JEREMY LIU and HONG YAN Agreed and all went to look for the dataset. Unfortunately, we failed to find dataset.
2. JEREMY LIU proposed to do the climate change dataset for Singapore, HONG YAN DING and JEOUNGHYUN KIM agreed. However, JEREMY LIU AND JEOUNGHYUN KIM thought the dataset found is too simple to work on. HONG YAN continues to contribute on finding related interesting topics based on the dataset.
3. JEOUNGHYUN proposed to do the South African economic topic. Stating that we can do EDA on Consumer Price Index and economic performance. HONGYAN has concerns about it because of not useful columns in the dataset.
4. HONGYAN found the topic regarding the climate change dataset and proposed an interesting potential topic with a valid dataset and reason. JEREMY LIU and JEOUNGHYUN KIM all agreed with it and the team decided to move forward.

**ITEM 2: Writing the project proposal and meeting minutes.**

1. JEREMY LIU started writing the Project Proposal as well as Structuring out the Meeting minute’s outline to ensure clarity in the project’s objectives and deliverables.
2. JEOUNGHYUN and HONGYAN provided feedback and suggestions on how to refine the language and improve the clarity and coherence of the proposal.
3. The Team has all agreed the structure of the proposal as well as the content of sections - Motivation, objectives, dataset.

**ITEM 3: SETTING UP GITHUB, RSTUDIO AND NETLIFY**

1. JEREMY LIU created Github repositories for the project group and the file and website for both Netlify and RStudio and shared them to JEOUNGHYUN and HONGYAN for future editing.

**CONCLUSION:**

* With no future comments, the meeting ended at 2200PM.

**Action Items & Next Steps:**

1. Meeting on Friday 1900 to 2100 at JEREMY LIU’s House.
2. Finish up the Project Proposal, Meeting Minutes and Project Schedule.

**Recording Secretary**

JEREMY JUNPENG LIU

| **Recorded by** | : | JEREMY JUNPENG LIU |
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| **Vetted and Cleared by** | : | JEOUNGHYUN KIM,  HONG YAN DING |

Distribution:

All project members

Dr. Kam Tin Seong