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| **Date** | 21/03/2022 |
| **Attendees** | Rowan (Client), Jerry, Abhishek, Jiajie, Yihan, Andres |
| **Location** | https://unimelb.zoom.us/j/3187778888?pwd=VG0ybjl5UVhwaDBINTBNTmpPdExPUT09 |
| **Type** | Client Kick-off Meeting |
| **Recording** | https://echo360.net.au/media/327935ad-b41b-42e6-8d07-a01a14ff8dc3 |
| **Actions** | * Set up recurring meetings on fortnightly basis |

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| **Date** | 28/03/2022 |
| **Attendees** | Jerry, Abhishek, Jiajie, Yihan, Andres |
| **Location** | https://unimelb.zoom.us/j/3187778888?pwd=VG0ybjl5UVhwaDBINTBNTmpPdExPUT09 |
| **Type** | Academic Supervisor Kick-off |
| **Recording** | https://echo360.net.au/media/85ea3ee6-7d2b-45fb-97f4-fe2378957dd6 |
| **Actions** | * Set up recurring meetings on fortnightly basis (off-week with client) |

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| **Date** | 28/04/2022 |
| **Attendees** | Rowan (Client), Josh (Client), Jerry, Abhishek, Jiajie, Yihan |
| **Location** | https://unimelb.zoom.us/j/3187778888?pwd=VG0ybjl5UVhwaDBINTBNTmpPdExPUT09 |
| **Type** | Fortnightly Client Meet |
| **Recording** | https://echo360.net.au/media/51ace059-e654-4d33-bcb2-a1f3f49c33aa |
| **Actions** | * Everyone try to log into client Azure data platform and inform Josh if successful, let him know if need to reset passwords * Start literature review and read papers that Rowan has sent – provide feedback |

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| **Date** | 02/05/2022 |
| **Attendees** | Rowan (Client), Josh (Client), Jerry |
| **Location** | https://unimelb.zoom.us/j/3187778888?pwd=VG0ybjl5UVhwaDBINTBNTmpPdExPUT09 |
| **Type** | Fortnightly Client Meet |
| **Recording** | https://echo360.net.au/media/451eabe0-404d-4af5-af82-b15940a51729 |
| **Agenda** | * Walkthrough of client platform, ADS, the ds.mv views |
| **Actions** | * Everyone try to access the ds.mv\_\* datasets that Josh has queried for us using the server details that Josh has provided * Conduct preliminary EDA for next week |

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| **Date** | 16/05/2022 |
| **Attendees** | Rowan (Client), Jerry, Abhishek, Jiajie, Yihan |
| **Location** | https://unimelb.zoom.us/j/3187778888?pwd=VG0ybjl5UVhwaDBINTBNTmpPdExPUT09 |
| **Type** | Fortnightly Client Meet |
| **Recording** | https://echo360.net.au/media/4d443b02-0d5e-4726-ac4c-f1f5d639e85b |
| **Agenda** | * Present EDA on internal results trends |
| **Actions** | * Join data following Rowan/Josh mappings between student, assessment mv’s * Investigate if can extract the data without the timeout issue on ADS (python? Index?) * Work on presentation as delegated on Slack |

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| **Date** | 23/05/2022 |
| **Attendees** | Rowan (Client), Jerry, Abhishek, Jiajie, Yihan |
| **Location** | https://unimelb.zoom.us/j/3187778888?pwd=VG0ybjl5UVhwaDBINTBNTmpPdExPUT09 |
| **Type** | Fortnightly Client Meet |
| **Recording** | https://echo360.net.au/media/40c10629-4a33-465c-84ba-dfe06cf17943 |
| **Agenda** | * Show Rowan draft of presentation |
| **Actions** | * Incorporate feedback from Rowan and Dr Andres. * Send Rowan report and final presentation |

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| **Date** | 05/08/2022 |
| **Attendees** | Rowan (Client), Jerry, Abhishek, Jiajie, Yihan |
| **Location** | https://unimelb.zoom.us/j/3187778888?pwd=VG0ybjl5UVhwaDBINTBNTmpPdExPUT09 |
| **Type** | Fortnightly Client Meet |
| **Recording** | https://unimelb.zoom.us/rec/share/rwWcsSgTzLxscZd1mqgPicCpG5pEWixIR0\_6D3fzYfA12WsZkYsnLur8a DUWa1U.CrYf76rkWDmTTmn2 |
| **Agenda** | * Recap of semester 1 work |
| **Actions** | * Review discussion at end of last semester around interval vs external results and finding divergences * Explore the 3 options raised by Rowan (more internal results analysis, external analysis only, external vs internal) and see which can be pursued this sem |

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| **Date** | 18/08/2022 |
| **Attendees** | Rowan (Client), Jerry, Abhishek, Jiajie, Yihan, |
| **Location** | https://unimelb.zoom.us/j/3187778888?pwd=VG0ybjl5UVhwaDBINTBNTmpPdExPUT09 |
| **Type** | Fortnightly Client Meet |
| **Recording** | https://unimelb.zoom.us/rec/share/DQeJbxKkprcpujp4rFf3qr7a4ujsZENL-Ga84NoiXnUxmyJeltGccxdxMV0-T2hB.OLtRXI7p5X0Eme6z?startTime=1660791667000 |
| **Agenda** | * Present Rowan the external results analysis |
| **Actions** | * Pivot to external results ONLY and investigate if can cluster them such that trends and segmentation can be formed to help teacher identify useful characteristics |

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| **Date** | 01/09/2022 |
| **Attendees** | Rowan (Client), Jerry, Abhishek, Yihan, |
| **Location** | https://unimelb.zoom.us/j/3187778888?pwd=VG0ybjl5UVhwaDBINTBNTmpPdExPUT09 |
| **Type** | Fortnightly Client Meet |
| **Recording** | https://unimelb.zoom.us/rec/share/bfef8875r0XGctBHpfKrQSy8L4wSuIS5sDLvn71GMQPXpxSb1F-btUCza5rYsGH0.mse5pGP6S0q8WOuL?startTime=1662001474000 |
| **Agenda** | * Present the cluster missing value technique, external result trends and problem with data * Present the external results cluster dive into substreams |
| **Actions** | * Explore regression prediction angle on the external results |

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| **Date** | 19/09/2022 |
| **Attendees** | Jerry, Abhishek, Jiajie, Yihan, Andres |
| **Location** | https://unimelb.zoom.us/j/3187778888?pwd=VG0ybjl5UVhwaDBINTBNTmpPdExPUT09 |
| **Type** | Academic Supervisor Fortnightly catchup |
| **Recording** | https://echo360.net.au/media/a8dfd6dc-92cc-438c-892d-f3dc1d9a065e |
| **Agenda** | * Discuss next steps for clustering, missing value fixes |
| **Actions** | * Continue work on regression in prep for next week’s client meet |

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| **Date** | 19/09/2022 |
| **Attendees** | Rowan (Client), Jerry, Abhishek, Jiajie, Yihan, |
| **Location** | https://unimelb.zoom.us/j/3187778888?pwd=VG0ybjl5UVhwaDBINTBNTmpPdExPUT09 |
| **Type** | Fortnightly Client Meet |
| **Recording** | https://echo360.net.au/media/a8dfd6dc-92cc-438c-892d-f3dc1d9a065e |
| **Agenda** | * Present Rowan the external results regression results + polynomial vars + internal results |
| **Actions** | * Work on report and presentation |

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| **Date** | 06/10/2022 |
| **Attendees** | Jerry, Abhishek, Jiajie, Yihan, Andres |
| **Location** | https://unimelb.zoom.us/j/3187778888?pwd=VG0ybjl5UVhwaDBINTBNTmpPdExPUT09 |
| **Type** | Academic Supervisor Fortnightly catchup |
| **Recording** | n/a |
| **Agenda** | * Present regression results * Present skeleton of report |
| **Actions** | * Work on report and presentation |