Group F MEETING MINUTES

Meeting/Project Name:	Spark	
Date of Meeting:	13/03/2022	**Time: 9-11 PM**
Minute Taker	Jessica Navarro	**Location: MS Teams**

2. Attendees

Name	Role
Lany Cochon	Group Leader
Ella Pyman	Data Scientist
Jessica Navaro	Data Scientist
Justin Bloesch	Data Scientist
Assadullah Samir	Data Scientist

3. Meeting Agenda

Topic	Owner
Project Plan	All
Agenda for Consultation meeting with Lina	All
Plan consultation meeting for week 3	All
Discuss modelling activities	All
EDA and Visualizations	All

4. Actions / Discussions

Topic	Owner
Page limit has been increased to 3 and deadline of 1A and 1B moved to Wednesday 10pm.	n/a
Lany to share overleaf template document with Ella and/or Jess to help finalise. *Lany to make final submission.*	Lany
Justin and Assad have previously agreed on a call about the new models SARIMA ad Transformer.	n/a
To use Justin's amended version of the project plan (with SARIMA and Transformer) as a starting point and amended during the meeting.	n/a
Literature review: • Lany to add literature for Transformer. • Added explanation of how AEMO currently does their modelling and how the proposed methods may perform better. Need reference from Ella to be added.	Lany
Methods: Expound on how data will be explored from Assad's writeup.	Assad
Methods: Add R software.	Lany
Activities: Lany to add roles per person.	Lany
Agenda for Wed meeting with Lina (Jess to add/update the agenda) • Consult on the use of Tableau for visualisations • Modelling using SARIMA and Transformer • Date range to be used (SA data from 2017 onwards). • Dealing with outliers	Jess
Consultation for week 3: Try to book the latest schedule with Rohit for week 3	All
Start modelling. Modelling will use data from 2017 onwards.	Justin / Assad
Start writing the report.	Ella
Start creating of visualisations. Will look at the following types of visualization among others: • Accuracy of the existing forecast data for comparison • Correlation of temperature and demand • ACF/PACF • Visualisations will help find anomalies	Jess

4. Risks

Topic	Owner
Use of Transformer may be a risk as it is a new method.	Assad

5. Next Meeting

Date: (MM/DD/YYYY)	09/03/2022	Time:	5-6 PM	Location:	MS Teams
Objective:	Consultation with Lina.				