



## CS 418: Introduction to Data Science Meeting Minutes Template

Use this template to document the issues, action items, and decisions discussed in each meeting.

|   |  |                               |                      |
|---|--|-------------------------------|----------------------|
| <b>MEETING #:</b>   |  |                               |                      |
| <b>Date:</b>  | 10/07/2020   | <b>Time:</b>                  | 20 min               |
| <b>Project Manager:</b>   | Saurabh Sangwan                                      | <b>Scribe:</b>                | Keshvi Srivastava    |
| <b>Participants:</b>  | Saurabh Sangwan, Keshvi Srivastava, Rakshita Jayaram |                               |                      |
| <b>Meeting Purpose:</b>   | Follow-up on completed tasks                         |                               |                      |
| <b>GENERAL DISCUSSION</b>   |  |                               |                      |
| <ul style="list-style-type: none"><li>- Project Manager : Saurabh Sangwan</li><li>- Scribe : Keshvi Srivastava</li><li>- Timekeeper : Rakshita Jayaram</li><li>- Discussion of work done so far</li><li>- Identifying what to be done with null valued variables</li><li>- Identifying approach to perform hypothesis test for task 6,7</li><li>- Discussing conclusions from the work so far</li><li>- Set up a common git link : <a href="https://github.com/saurabhsangwan/US-Election-Data-Exploration">https://github.com/saurabhsangwan/US-Election-Data-Exploration</a></li><li>- Set up google doc for project report : <a href="https://docs.google.com/document/d/1qIK75QrorR2sdbJcpWQMlcFB_xQY3MHNJMG52-3zFew/edit?usp=sharing">https://docs.google.com/document/d/1qIK75QrorR2sdbJcpWQMlcFB_xQY3MHNJMG52-3zFew/edit?usp=sharing</a></li></ul> |  |                               |                      |
| <b>ACTION ITEMS</b>   |  | <b>Responsible</b>            | <b>Due Date</b>      |
| <ul style="list-style-type: none"><li>- Update tasks</li><li>- Reconvene to discuss the work and derive further conclusions</li></ul>   |  | Saurabh<br>Keshvi<br>Rakshita | 10/08/2020           |
| <b>DECISIONS</b>  |  |                               | <b>Decision Date</b> |
| Redoing the hypothesis test<br>Continuing work on remaining tasks   |  |                               | 10/08/2020           |