

CS/SE 2XB3: Final Project  
**MEETING AGENDA**

<b>Project Name:</b>	Step Safe (may be changed)	<b>Group Number:</b>	5
<b>Date of Meeting:</b> (DD/MM/YYYY)	15/02/2019	<b>Time:</b>	10:17
<b>Meeting Facilitator:</b>		<b>Location:</b>	BSB 244

### 1. Meeting Objective

Decide on which one of the member's projects from the project pitch that we want to implement and our roles for the project, until the next week.

### 2. Attendees

Name (last name alphabetical order)	Student Number	Role in the Project
Alice Ip	400078727	Mapping Research
Meijing Li	400110713	Sorting Researcher
Robert Vardy	001425404	Mapping Research
Indika Wijesundera	001431996	Searching Research

### 3. What has your team done since the last meeting (documents, code, reading material, etc.)?

Description	Owner(s)
Not Applicable	Alice, Meijing, Robert, Indika

### 4. Is anything slowing your team down on in your way?

Description	Route cause(s)	The TA feedback
Busy with other assignments and tests	Additional commitments	

### 5. What you about to change from the way another team is doing? (Complete it if you have met another team today)

Topic	Another Team methods	Your reflection
Not Applicable		

This template should be used for all team meetings and should be submitted as an attachment to a project log entry.  
 Add rows to the tables when it is necessary.

Submitted by: Alice Ip

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**MEETING MINUTES**

5. Notes, Decisions, Issues					
Topic		Owner		Time	
Roles for the reading week: We will need to decide on how we will manipulate our data. As a result, we will research sorting, searching, and mapping algorithms, over the reading week.		Alice, Meijing, Robert, Indika		10:00	
Possible add-ons onto the project: Use machine learning to predict how safe a route may be, in the future		Meijing		10:50	
Research about severity of crimes in relation to how the person plans to travel (by car, by bike, by walking)		Alice, Meijing, Robert, Indika		11:00	
Changing the location we are focusing on from Boston to Toronto. The Toronto dataset that we found is from 2014-2017, which is more recent and more relevant to today's crime rates. As well, we can test the application in person.		Alice, Meijing, Robert, Indika		11:10	
6. What will your team do before the next meeting? (Action Items)					
Action		Owner		Due Date	
Figure out how to extract the information from the excel file		Alice, Meijing, Robert, Indika		25/02/2019	
Decide on what pieces of information we will extract		Alice, Meijing, Robert, Indika		25/02/2019	
Decide on what implementation of sorting, searching, and mapping we will use		Alice, Meijing, Robert, Indika		25/02/2019	
5. Next Meeting (if applicable)					
<b>Date:</b> (MM/DD/YYYY)	02/25/2019	<b>Time:</b>	9:30	<b>Location:</b>	BSB 249
<b>Objective:</b>	Final decision on how we will implement, and who will implement the sorting, searching, mapping algorithm				

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