

Minutes Template

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| Subject: | MAST90106 |
| Group name/ identifier | Group 22 |
| Meeting Location, Date & Time | ZOOM, 21/4/2021, 11.00-14.30 (Melbourne Time) |
| Group members present | Supervisor: Ziad A. Bkhetan (12.00 – 12.30) Team Member: Andrew Stringer (13.50-14.30), Wei Li, Xin Wei, Chao Jia |
| Apologies | |

1 Actions from previous meetings

| Task | Who is responsible | Deadline |
|-------------------------------------|--------------------|----------|
| Model Selection - Machine Learning | Wei Li & Chao Jia | |
| Model Selection - Linear Regression | Andrew Stringer | |
| Industry Review - Agriculture | Xin Wei | |
| Industry Review - Energy | Andrew Stringer | |
| Industry Review - Tourism | Chao Jia | |

2 Items discussed and decisions made

| Item | Decision (if applicable) |
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| What is the real Question? (Relationship or Prediction) | Confirm with the client on 22/4 Meeting |
| If Prediction: | <ul style="list-style-type: none"> The figure and index which can be quantified Climate (bushfire, earthquake, temperature) Industry (find companies based on geo info instead of industry index) Method: time series (tradition but efficient) |
| If relationship: | Suggested by Ziad <ul style="list-style-type: none"> Collect data (history and current) Get more details and information about companies Pick one or more Do correlation assessment to see if there is a relationship Conclusion is based on data and scientific analysis Next step preparation <ul style="list-style-type: none"> Find some solutions and methodologies (research) See how other people approach a relationship Some hints, tips or examples: <ul style="list-style-type: none"> Impacts of corporate performance Assume they influence each other |

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| | <ul style="list-style-type: none"> • Use data to show the association • How to interpret the findings • How strong the relationship is |
| Due data | Start to do the report and presentation on 13/5 (|

3 Agreed actions from this meeting

| Task | Who is responsible | Deadline |
|--|--------------------|----------|
| Confirm the details about the question with the client <ul style="list-style-type: none"> • Relationship or Prediction • Explain the 3rd paragraph in brief • Focus on long term or short term • Is there any industry preference? • Methodology measurement | All members | 22/4 |

4 Next meeting

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| Location | ZOOM |
| Date & Time | 22/4/2021, 14.00 (Melbourne Time) |
| Goals | |