

Capstone Project Meeting Agenda/Minutes

Natalie Crystal Coutinho

May. 16, 2024

11:00am-11:45am

1. Roll Call

Christopher Prasetya Mulya	P
Jacob Rosen	A
Jade Yu	P
Natalie Crystal Coutinho	P
Pranav Kumar Mahesh	P

2. Agenda

- Slide Deck Updated - Presentation Notes.
- Weekly Report Presentation Planning.
- Dashboard Development Discussion.

3. Updates

- Weekly Report Details - Finalizing content and structure for the weekly report presentation.
- A preliminary design of dashboard through Looker.
- Preliminary Looker Dashboard Design - Reviewing and refining the initial design of the project dashboard.
 - Bar Plot: Comparison between Sticky and Non-sticky Items (Page 1)
 - Bar Plot: Analysis of Order Volume by Delivery Channel (Page 1)
 - Line Chart: Tracking Revenue Growth Over Time (Page 1)
 - North Star Metric: Comprehensive Overview (Page 2)

4. To do for next week

- Internal Meeting (May 21) - Discussing dashboard details and creating a draft design.
- Client Meeting (May 24) - Providing analysis updates, presenting the draft design, and seeking advice for preparation ahead of the midterm presentation on May 28.
- Ongoing Query and Analysis Work - Continuously refining queries and conducting analysis to meet project objectives.