

Meeting Minutes 1

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| Subject: | COMP90051 Statistical Machine Learning |
| Group name/ identifier | COMP90051-Project1-Team22 |
| Meeting Location, Date & Time | Zoom Online Meeting 2020/09/01, 17:30~18:30 UTC + 10:00 |
| Group members present | All Members Including: Yichao Xu, Xinglin Qiang and Shaohua Liu |
| Apologies | None |

1 Actions from previous meetings

| Task | Who is responsible | Deadline |
|---|--------------------|------------|
| Group Forming: (1) Creating the WeChat group of our team. (2) Registering our team information on Canvas. | All Members | 2020/08/24 |
| Assignment 1 Pre-preparation: (1) Downloading all the data required from Kaggle. (2) Reading the specification of assignment 1. | All Members | 2020/08/31 |
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2 Items discussed and decisions made

| Item | Decision (if applicable) |
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| Finishing the Group Agreement. | All members just finish it during the meeting. |
| Finishing the first Meeting Minutes. | All members just finish it during the meeting. |
| Discussing how to convert the raw data into applicable forms to make sure basic machine learning algorithms work on that. | Trying graph embedding and other methods. |
| Discussing how to deal with the large volume of the train data. | Trying to appropriately cut down the raw data. |
| Discussing how to pre-process the training data. | Convert the adjacency list to edge list. |

3 Agreed actions from this meeting

| Task | Who is responsible | Deadline |
|--|---------------------------|-----------------|
| Finishing and submitting the Group Agreement before the deadline. | All Members | 2020/09/04 |
| Building our git repo for assignment 1 and pushing the necessary materials into it. | Xinglin Qiang | 2020/09/02 |
| Finishing the first Meeting Minutes and upload to our git repo. | Yichao Xu | 2020/09/03 |
| Finding out methods to: (1) Transform the raw data into applicable forms. (2) Scale down the training data into applicable size. | All Members | 2020/09/04 |
| Pre-Processing the data. | Shaohua Liu | 2020/09/03 |

4 Next meeting

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| Location | WeChat Online Meeting |
| Date & Time | 2020/09/04 22:00 UTC + 10:00 |
| Goals | Discussing the methods found in task 4, and deciding which method we should apply to process the raw data. |