# Bus Patronage 1st Weekly Catch-up Meeting

## Meeting Minutes

04/08/2020

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| Present: | Olivia Jiang, Yuchen Zhang |

1. Key Contents

Olivia introduced detailed components of Dashboard and the structure of relevant datasets; answered questions regarding to the Statement of Work and Lean Canvas.

* ***Dashboard***:
  + Slice base on:
    - Date range
    - Light Rail/ Bus/ All
    - Boarding/ Journey/ All
    - Adult/ Student/ Concession/ All
    - Weekday/ Weekend/ Public Holiday.
  + Patronage of:
    - Daily average (High-Level dashboard)
    - Daily average by hours (Detailed dashboard - focus on the current month)
    - Compare current month with Feb 2020 as a benchmark (Detailed dashboard)
    - Suburb hotspots, Bus stops and routes
    - Optional: Customer feedback, Bus service reliability and punctuality.
* ***Import outsource Data***:
  + Public Holiday
  + Postcode location data

1. To-dos

* Olivia will work on publishing bus patronage data;
* Yuchen will finish the Statement of Work by this Friday (7 Aug);
* Yuchen will start working on the High-Level Dashboard from next week (10 Aug).