Week 1 28/10/2024 (Monday)

Chair: Murty Kanuri

Attendees:

- Murty Kanuri
- Ahmed Husain
- Khol Dang (Danty)
- Maria Ingold

Notetaker: Maria Ingold

Who	Action	Status
Murty	Set up kick-off	 Done for 2:30PM UK time Monday 28 October.
Murty	Set up Trello	 Done <u>https://trello.com/b/4O54VZ</u> <u>RK/development-team-</u> <u>project</u>
Murty, Ahmed, Danty, Maria	Attend kick-off.	All attended

Status on Previous Actions

Actions Taken in Meeting

Who	Action
Murty, Ahmed, Danty, Maria	 Introductions Murty – MSc AI. 3rd module. Has done Intro to AI, Numerical Analysis. An experienced project manager. He will project manage and chair meetings. Ahmed – Background in math. This is his 5th module. OK at analysis and essays. Khol Dang – Lives in Vietnam. 26 years old. Doing a Masters in Data Science. Call him Danty.

	 Maria Ingold – MSc AI. 6th module. CTO. Some project management. Enjoys writing. Has done UoEO team project before in Intelligent Agents.
Murty, Ahmed, Danty, Maria	 Agreed Fridays for meetings. 2:30 is a good time, but can flex a little. Agreed use of WhatsApp
Murty, Maria	Maria shared contract example from previous classMurty to update in next two hours

Actions Next Steps

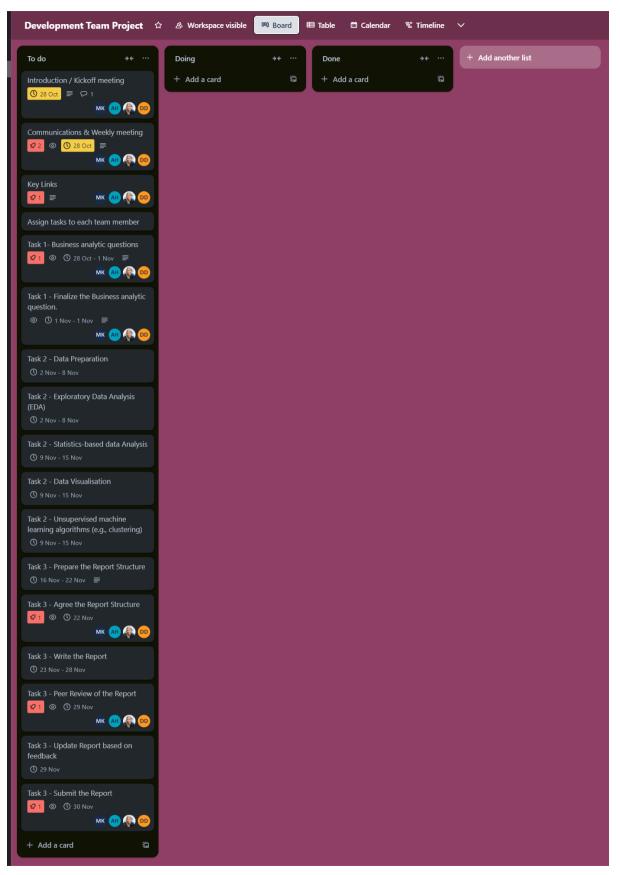
Who	Action	Status
Murty	Send weekly meeting	
Murty, Ahmed, Khol, Maria	 All to sign contract by end of 28 October by 6pm UK time. Murty to email it to Liz by end of 28 October liz.coulter- smith@kaplan.com 	

Plan

https://trello.com/b/4O54VZRK/development-team-project

Timeline

Nov 2024 V 🛛 K Today 👌 M	nth 🗸 List 🖌																								
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To do (2) Not scheduled +	Task 1- Business analytic questions	MK (AH) +2	Task 2 - Data I	Preparation		Tas	k 2 - Statis	tics-base	ed data A				Task 3 -	Prepare	the Report S			Task 3	- Write t	the Repo		Tasi 3	Tasi 3		
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Week 1 01/11/2024 (Friday)

Chair: Murty Kanuri

Attendees:

- Murthy Kanuri
- Ahmed Husain
- Khol Dang (Danty)
- Maria Ingold

Notetaker: Murthy Kanuri

Who	Action	Status
Murthy, Ahmed, Danty, Maria	 All team members officially signed the team contract on October 28, 2024, following the kick-off meeting. 	Done
Murthy	 Emailed the signed team contract to the Machine Learning tutor, Liz. 	Done
Murthy, Ahmed, Danty, Maria	 Review the - "Development Team Project: Project Report" and devise choices for Analytic questions. 	• Done

Status on Previous Actions

Actions Taken in the Meeting

Who	Action
Murthy,	 Reviewed the list of questions that the team members
Ahmed, Danty,	prepared.

Maria	 <u>https://docs.google.com/spreadsheets/d/1yUppwyA1</u> <u>hG6m9noy-</u> <u>zAIRXPJ3S3eqrt_/edit?usp=sharing&ouid=11629178</u> <u>8979662134698&rtpof=true&sd=true</u> The dataset challenges were discussed during the review process.
	 Everyone agreed on the following question as consideration for the team project.
	 What factors influence Airbnb listing prices in NYC, and how can Airbnb provide tailored pricing recommendations based on location, room type, and host characteristics?
	 The question will be fine-tuned based on the outcome of the findings done through Exploratory Data Analysis (EDA)
	 The team also discussed using Kaggle / Google Colab for the project work.

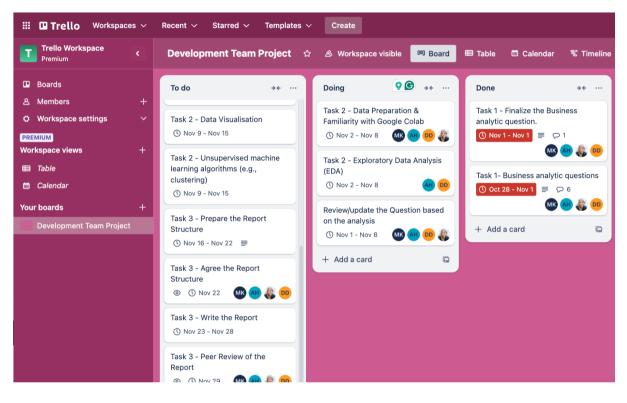
Actions Next Steps

Who	Action	Status
Maria	 Set up shared Google Colab Notebook and GitHub 	
Ahmed & Danty	 To perform Exploratory Data Analysis (EDA) using the dataset and share the results with the team. 	
Murthy & Maria	 Support the team with data insights and business strategy. 	
Murthy, Ahmed, Danty, Maria	 Review the results of EDA and update the question if needed 	

Plan https://trello.com/b/4O54VZRK/development-team-project

Timeline

Nov 2024 ~																														
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Week 2 08/11/2024 (Friday)

Chair: Murthy Kanuri

<u>Attendees</u>:

- Murthy Kanuri
- Ahmed Husain
- Khol Dang (Danty)
- Maria Ingold

Notetaker: Murthy Kanuri (addition by Maria)

Who	Action	Status
Maria	 Set up shared Google Colab Notebook and GitHub 	Done
	 <u>https://github.co</u> m/mariaingold/A irbnbNYC/blob/ main/AirbnbNY C.ipynb 	
	 <u>https://docs.goo</u> <u>gle.com/docume</u> <u>nt/d/1BLve113C</u> <u>ysSAEgXIFyZuz</u> <u>i-</u> <u>xnLzONHVK/edi</u> <u>t?usp=sharing&</u> <u>ouid=116291788</u> <u>979662134698&</u> <u>rtpof=true&sd=tr</u> <u>ue</u> 	
Ahmed & Danty	 To perform Exploratory Data Analysis (EDA) using the dataset and share the results with the team. 	Done
	 <u>https://colab.res</u> <u>earch.google.co</u> 	

Status on Previous Actions

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Murthy, Ahmed, Danty	 Share Github accounts with Maria Murthy validated the process and working fine 	Done

Actions Taken in the Meeting

Who	Action
Murthy, Ahmed, Danty, Maria	 The team has agreed to update the business analytic question based on the exploratory data analysis (EDA) feedback and the insights from the unsupervised machine learning algorithm findings. This update is scheduled to be completed by the end of next week. Additionally, the team will collaborate on this work through GitHub to ensure efficient tracking and version control. The team has agreed that the project is progressing and expected to be completed on schedule. The analysis phase will conclude by the third week of November, with report generation slated for the fourth week.

Actions Next Steps

Who	Action	Status
Maria	 Merge Ahmed and Dante's code 	

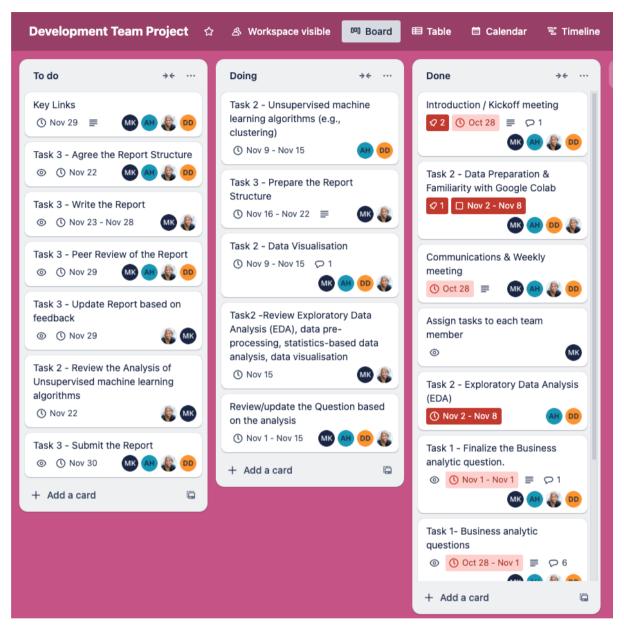
	(providing an independent perspective and credits) into main GitHub code. From then on, changes will be made via GitHub, whether through Google Colab or Jupyter Notebook.	
Maria & Murthy	 Review Exploratory Data Analysis (EDA), data pre-processing, statistics-based data analysis, data visualisation. 	
Maria	 Share the report format with Murthy 	
Ahmed & Danta	 Using the Unsupervised machine-learning algorithms for the business analytic question 	
Ahmed & danta	 Maria will send a GitHub invite to Ahmed and Danty. Danty and Ahmed will explore using Google Colab and attempt to push code to GitHub. 	

Plan

https://trello.com/b/4O54VZRK/development-team-project

Timeline

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										Task 2 - Revi algorithms	ew the Analysis	of Unsupervise	ed machine learning		
bing	Review/u	pdate the Quest	ion based on t	he analysis			MK AH +2	Task 3 - Prep	are the Report	Structure				MK	
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		Task2 -Review statistics-bas	v Exploratory D ed data analys	lata Analysis (E is, data visualis	DA), data pre-p ation	rocessing,	MK								
one Not scheduled +	Task 2 - 5	Statistics-based	data Analysis				AHDD								



Week 3 15/11/2024 (Friday)

Chair: Murthy Kanuri

Attendees:

- Murthy Kanuri
- Ahmed Husain
- Khol Dang (Danty)
- Maria Ingold

Notetaker: Murthy Kanuri

Who Action Status Maria Done • Maria has successfully merged the code, incorporating even Danty's contributions, ensuring a unified codebase. • Additionally, she has reviewed the EDA (Exploratory Data Analysis) and provided comments for the team to address. • Report structure shared with Murthy. Ahmed • Ahmed has done Done analysis using Unsupervised learning algorithms (Clustering) Murthy • Reviewing the report In Progress structure & content

Status on Previous Actions

Actions Taken in the Meeting

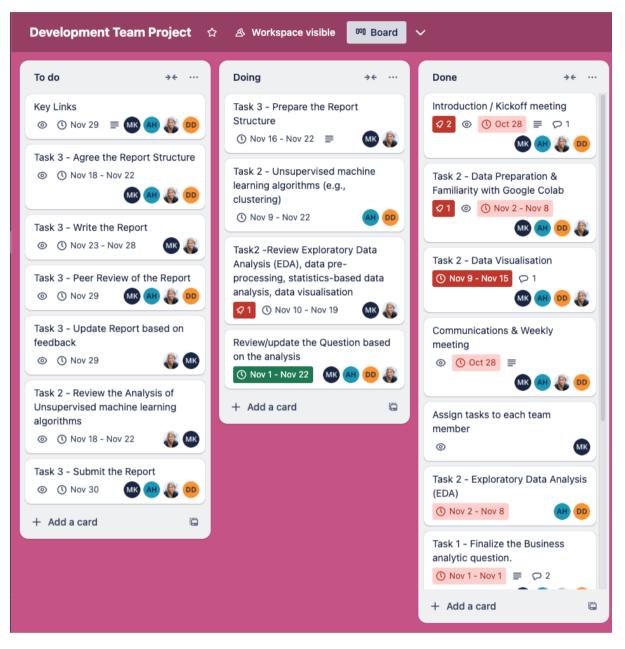
Who	Action
Murthy,	Review of Maria's EDA Feedback:
Ahmed, Danty, Maria	• The team will carefully review Maria's comments on the EDA analysis and make the necessary updates to align with her recommendations.
	Collaboration via GitHub:
	 All updates and revisions will be tracked and managed through GitHub to ensure efficient collaboration and version control.
	Midweek Meeting Scheduled (Tuesday):
	 The team will reconvene on Tuesday to: Review the EDA analysis progress. Discuss unsupervised machine learning algorithms (e.g., clustering) if time permits. If clustering is not covered, it will be reviewed in the Friday meeting.
	Recommended book for team to read
	 Maria has recommended Ayodele Oluleye's "Exploratory Data Analysis with Python Cookbook" as a valuable resource for enhancing the team's understanding and application of EDA techniques.
	Critical Milestones:
	 The upcoming week is crucial for completing the analysis and updating the GitHub repository. The team will shift focus to report preparation activities in the 4th week.

Actions Next Steps

Who	Action	Status
Murthy	 Schedule the Midweek meeting on Tuesday 	
	 Update the report structure document with content for a few sections. 	
	 Review the EDA analysis and prepare for meeting on Tuesday. 	
Ahmed & Danty	 Review the EDA analysis in Githhub and prepare for meeting on Tuesday. 	
	 Share the further analysis on Unsupervised learning algorithms (e.g Clustering) by end of the week. 	
Ahmed	 Ahmed to share the initial analysis on Unsupervised learning algorithms (e.g Clustering) 	
Maria	 Update Github with Ahmed's analysis on EDA by Tuesday 	

Plan

https://trello.com/b/4O54VZRK/development-team-project



Week 4 20/11/2024 (Tuesday)

Chair: Murthy Kanuri

<u>Attendees</u>:

- Murthy Kanuri
- Ahmed Husain
- Khol Dang (Danty)
- Maria Ingold

Notetaker: Murthy Kanuri

Who	Action	Status
Maria	 Update Github with Ahmed's analysis on EDA by Tuesday. 	Done
	 Analysis questio Recommendation: "How can Airbnb NYC optimise revenues by providing tailored pricing recommendations based on understanding the influence of location, room type and host characteristics on price?" 	
Ahmed	 Ahmed has done analysis using Unsupervised learning algorithms (Clustering) 	Done
Murthy	 Reviewing the report structure & content 	In Progress

Status on Previous Actions

Actions Taken in the Meeting

Who	Action
Murthy, Ahmed, Danty, Maria	 EDA Analysis Review The team reviewed the EDA analysis available on GitHub. Action on Comments The team agreed to incorporate Maria's comments into the analysis. Timeline for Analysis Completion The team committed to completing all analysis activities by Friday. This will allow the team to focus on finalising the report in the following week.

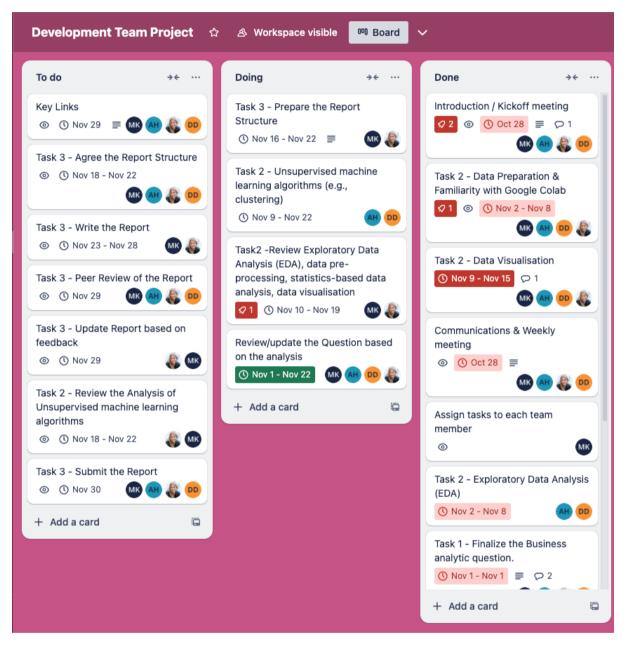
Actions Next Steps

Who	Action	Status
Murthy	Mode and Range Section	
	 Review the current content on mode and range. Ensure the calculations are accurate and documented. Update any visualisations or examples to improve clarity. 	
Ahmed & Danty	Outliers and Correlation Matrix	

 Reassess the identification and treatment of outliers in the dataset. Review the correlation matrix for accuracy and ensure it is well-explained. Highlight significant relationships and discuss their implications on the analysis. 	
 K-Means Clustering methodology and results. Ensure the number of clusters and cluster centroids are well- documented. Validate and update visualizations, such as scatter plots or cluster heatmaps, if required. 	

Plan

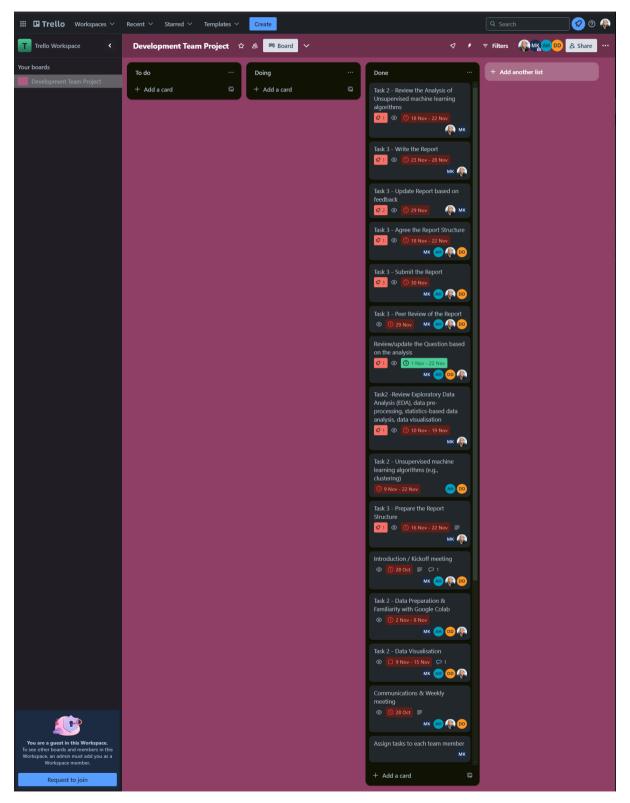
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Week 5 02/12/2024 (Monday)

Plan

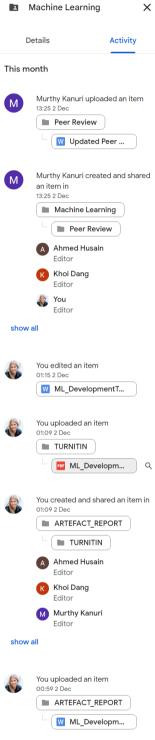
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