Meeting Minutes 4/11

Date: 4/11   **Group Name: Mind Over Matter**

Start Time: 12:10   **End Time: 1:10**

Attendees: Dalton, Gaby, Kevin

Absent: Isabella, Stephanie

Topic:
Quick Discussion on status
- where we are on dashboard
- topics for research -- roadmap

Pre-meeting Materials for Review:

Agenda:

Do not need to have meeting with megan this week -
EMAIL HER UPDATES OF COMING TWO WEEK PLAN
Dashboard: figured out automation in sentiment analysis
- working on completion - then hopefully to tagging and visuals

Roadmap: what must this entail

Cameras
- research what might it take to achieve

Directions of research - heatmapping

By sunday - what we want to be done

What is going on with the dashboard

Description of Activities:

By sunday
- automating to be completed hopefully

- tagging survey results

Importantly - we discussed how the sensitivity analysis of survey results would be quantified -
- will be quantified using a score of the words turned into a percentage
- decimal from 0 to 1 (0 being negative and 1 being positive)
- general score of positive, negative, or neutral
- tagging will be done by us, not with any automation with that

Roadmap: what must this entail

- will have better idea when we research heatmapping
- topics of ways to do this will come up through more research
  - power BI is a tool, but there may be others that are easier, since power BI is just a visualization tool

Automation on Sentiment analysis - will definitely be finished.

Action Items:

What	Who	By When
Excel dashboard layout completed	Dalton	4/14
Tagging survey results	All other team members	4/17

Unresolved Issues:
We are not entirely sure of the agreed topics to be included in the roadmap - will discuss with group to ensure we know