

# MEETING MINUTES

## Topic: Hardware review

Tuesday , 06/13/2017

8:00pm – 9:30pm

Minutes recorded by Mohammad Alfadhli

Meeting called by Muhammad Alhajri

Attendees: Muhammad Alhajri, Naser Alhajri, Yousef Alhaddad, Mohammad Alfadhli and Abdulaziz Alajmi

Table 1. Record of meeting.

<b>8:00pm to 8:30</b>	<b>Discussion</b> <ul style="list-style-type: none"><li>• We have talked about doing the work before the hardware review day</li><li>• We have spelt the work and we want the work be professional</li></ul>	Room 112
<b>8:30pm to 9:00pm</b>	<b>Doing the work</b> <ul style="list-style-type: none"><li>• Each one understand has topic</li><li>• Disuses if anyone of the team member has any question about the work how to be done</li><li>• Put the deadline work date which is 06/19/2017</li></ul>	Room 112
<b>9:00pm to 9:30pm</b>	<b>Plan for next meeting</b> <ul style="list-style-type: none"><li>• Assign on Monday will be next meeting for the team members</li><li>• Make sure everyone ready to bring has work in the meeting</li><li>• Practice all the team members to be ready for hardware review</li></ul>	Room 112

Next formal meeting: Monday 06/19/2017, room 112,Engineering Building, at 10:00 am.