

MEETING AGENDA

Topic: ME 486C Go-Baby-Go Team Meeting

Date: February 5, 2017

Time: 7:00 – 8:00 pm

Meeting called by Yousef Alraqem
Minutes recorded by Yousef Alraqem

Attendees: Hussien Alajmy, Shahah Eshkanani, Yousef Alenezi, Yousef Alraqem, Saleh Almasari

Please bring: Your laptop In every meeting with ME486C class notes.

- **Manufacturing meeting times**

The team has met with the client to view the best times to meet.

The times that the team will meet for manufacturing with the project sponsor are the following:

1. Monday (9 am – 1 pm)
2. Wednesday (9 am – 1 pm)
3. Friday (9 am – 12 pm)

- **Parts**

There were 7 parts that were delivered for the project.

Yousef Alenezi and Saleh Almasari will pick up all of the parts to be delivered to the work shop to start on manufacturing.

- **CAD Design**

As a team the CAD design will be updated using solidworks since some of the manufactured parts has been change i.e (cushion..)

- **Meet with Dr. Oman**

Some of the team members will meet with Dr. Oman to ask about the following:

1. Edit the engineering requirements.
2. Ask about the hardware 1 review paper and what is needed to be submitted.
3. Requirements for operations or assembly manual.