

2nd meeting: in class 9/12/2018

From: 5:30pm -700pm

Team Discussion:

- Discussed the importance of customer and engineering requirements as well as project presentation due next week. Teacher also clarified on the presentation as well as location specifics for each group.

Group Tasks:

- Janelle created power point
- For the presentation next week and started to complete the engineering and customer service section of the PowerPoint. Customer requirements were collected from the team charter.
- Decided to base engineering requirements on previous customer as dimensions were already used and recorded.

Future Tasks:

- Next meeting was decided to be on Sunday. Meeting on Monday with Dr. Winfrey postponed
- Will make 1-5 prototypes for the arm, with a decided budget of about \$100 for the final design with \$500 for prototyping will be cheaper with limited parts.
- The team will focus on 20 different designs each unique to each other.
- Agreed to meet tomorrow Thursday at 7:00 pm to complete report and discuss and practice presentation.