

Team Meeting Minutes

Date: 10/20/2018 2018 5:00-6:30 pm

Location: ENG building

Lead Person: Torki Alhaqqan

Minutes Recorder: Fawaz Almubark

In Attendance: All team members

Executive Summary:

We joined to discuss about our presentation for next week and preparing our primary report and having our final sketches because the customer requirements were changed. preparing each individual analysis.

To accomplish:

- Prepare our slides for next week
- Narrow down our designs
- Preparing our report
- Recalculating the torque (0-21Nm)
- Meeting with Jason

Individual task:

Torki- sketches and CAD

Fawaz-dynamics of our design

Mohammad-primary report

Barjis-black box and functional model

Humood- prices for the spring

