

MEETING MINUTES

Meeting Minutes: Week 11

ME 476C-006

Portable Carrier B Team

Nov 14, 2018

Time held: From 7:00pm to 7:30pm

Location: ENG Building

Recorded by: Ahmad Almutairi

Attendance: Saleh Alotaibi, Abdullah Alfaraj, Ahmad Almutairi, and Abdalaziz Alhelfy

Topics:

1. Tasks to do
2. Plan for next meeting

Summary

In this meeting minutes, we worked on the assignments such as: CAD model, Bill of materials, so we can have everything ready for the final presentation.

Tasks

As a team, we worked on the CAD model, Bill of materials, and we worked on the final presentation, and we have checked the prices to order the parts for the prototype.

Plan for next meeting

Our next meeting on Nov 26, 2018.