

MEETING MINUTES

Meeting Minutes: Week 2

ME 476C-006

Portable Carrier B Team

Jan 22, 2019

Time held: From 12:45pm to 1:45pm

Location: ENG Building

Recorded by: Saleh Alotaibi

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

Topics:

1. Idea approved
2. Plan for next meeting

Executive Summary

In this meeting minutes, we are going to discuss our second meeting after we met our client Dr. Moghaddam. We discussed that we have an idea which is the electric hand instead of the hydraulic lifting, so he approved it as he mentioned it's a creative idea.

Idea approved

As we mentioned before, Dr. Moghaddam accepted our idea, so he mentioned:

- We need a piece of paper illustrating how exactly it will work?
- Are we going to use motors for the hand as well?
- How are we going to charge it, does it need a battery? And compare it with the hydraulic legs.
- He mentioned also in the presentation we need to show him why it is better than hydraulic? And does it affect the weight in a positive way?
- Also, he said when we can show him the CAD model for this idea?

Plan for next Meeting

We are going to meet as a team and discussed what he said and be ready for the next staff meeting on Thursday Jan 24.