**Test fixture for flight components**

**Meeting agenda**

February 6

Meeting time and place: 5:15 pm, at the engineering, engineering café.

Attendees: Israel, Alexandra, Shanna, Abdulaziz.

Please bring: laptops and notebooks.

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| **5:15-5:20** | **Introductions:*** Deciding the note taker.
* Prepare for the meeting.
 | **engineering café.** |
| **5:20-6:00** | **Discussion**: *All members** The team will discuss the presentation.
* Project Description
* Background & Benchmarking
* Customer and Engineering Requirements
* Schedule & Budget
 | **engineering café.** |
| **6:00-6:05** | **Meeting Conclusion**: *All members** Discuss and prepare for the next meeting
* Planning the next meeting.
 | **engineering café.** |