

MEETING MINUTES Topic: Analytic Analysis 2 – Team memo

Wed, November 15, 2017 07:00 pm – 10:00 pm

Minutes recorded by: Taha Alansari

Meeting called by: Abdullah Ali Almutairi

Attendees: All the group were attended

Executive Summary

After we got out final design selection, the group is supposed to make Analytic Analysis 2 for it. So in this meeting the group will discuss about the Analytic Analysis 2 – Team memo, and what topics will the team write about.

07:00 pm to 07:30 pm	Begin Meeting <ul style="list-style-type: none">- The group review and discuss the first Analytic Analysis- The group discussed the mistakes and figure out how to avoid it	ENG - 108
07:30 pm to 9:30 pm	Discussion about the Project <p>The group started to get the 5 topics to write about in this assignment. Each group started to think what topic he can get to help the design project to be better and perfect.</p> <p>Finally, after each member get his topic. Each one shred his topic to the leader, so he can send them to the TA or the Dr. Oman to get the improvement. Also, each member will have to do many calculations about his topic to improve the project design.</p> Topics: <p>Trampoline spring – Abdullah Ali</p> <p>The balance of the box – Yousef Alkatan</p> <p>Battery – Taha Alansari</p> <p>Voltage – Abdullah Almutairi</p> <p>Screws and bolts – Mohammad Alkatan</p>	ENG - 108
9:30 pm to 10:00 pm	Plan for the Next Meeting <ul style="list-style-type: none">- Dec 2, 2017 will be the next meeting date.- Review the Final design to be ready for the CAD	ENG - 108

	- The group will discuss and work on the final proposal	
--	---	--

🕒 Action Items:

- - Taha Alansari
 - 🕒 Update the website
 - 🕒 Managing the next meeting
- - Abdullah Ali Almutairi
 - 🕒 Do more researches
- - Abdullah Almutairi
 - 🕒 Do more researches
- - Mohammad Alkatan
 - 🕒 Do more researches
- - Yousef Alkatan
 - 🕒 Do more researches