

# MEETING MINUTES

## Topic: EGR 386W Hardware Review 2

Date: 7/12/2018

Time: 11 AM- 12:30 PM

Location: Mohammad's house

Minutes recorded by Bader Alshammari

Meeting called by Bader Alshammari

Attendees: Shamlan Alshammari, Bader Alshammari, Mohammad Alsaidi and Mohammad Alotaibi

Table 1. Record of meeting.

<b>11AM to 11:30 AM</b>	<ul style="list-style-type: none"><li>• We were able to adjust the measurement that were needed to better design the project.</li><li>• We had all the material left to manufacture the remaining 50% of the project.</li></ul>	<b>Mohammad's house</b>
<b>11:30 pm to 12:10</b>	<ul style="list-style-type: none"><li>• We were able to find a time that fits the group so we can manufacture it together and have a better knowledge to our design.</li><li>• We made sure that we are following the way it shows in SolidWorks.</li><li>• And to make sure that we are following the same dimensions in SolidWorks.</li></ul>	<b>Mohammad's house</b>
<b>12:10 pm to 12:30 pm</b>	<b>Plan for next meeting</b> <ul style="list-style-type: none"><li>• What tools that we will use</li><li>• The time to manufacture.</li></ul>	<b>Mohammad's house</b>

**Table 2. Tasks Assigned.**

<b>Task</b>	<b>Person Assigned</b>	<b>Due Date</b>	<b>Date Complete</b>
<b>Strings and building table</b>	Bader Alshammari	7/13	7/12
<b>Cutting wood</b>	Shamlan Alshammari	7/13	7/12
<b>Drilling holes</b>	Mohammad Alotaibi	7/13	7/12
<b>Building catapult</b>	Mohammad Alsaidi	7/13	7/12

**Next formal meeting: 7/17/2018**