

Meeting minutes

Topic: Technical Roles Update

Tuesday, March 27th 2018
10:35 am – 10:55 am

Minutes recorded by: Faisal Alfares

Meeting called by: All team members

Attendees: Abdulrahman Almohammad, Fawaz Aladwani, Faisal Alfares, Abdullah Bouhamad and Abdullah Aljaafar.

Table 1. The team meeting.

10:35 am to 10:40 am	Beginning of meeting <ul style="list-style-type: none">• Dr. Willy asked everyone a specific question about what did each member is working on.	Engineering Building Rm 112
10:40 am to 10:53 am	Project discussion <ul style="list-style-type: none">• The team discussed with the Dr. Willy, and he said to make sure what everyone is doing.• The team updated what the team has been working on and researching.• The team showed some components to the instructor that will be used in the project.	Engineering Building Rm 112
10:53 am to 10:55 am	Schedule the next team meeting <ul style="list-style-type: none">• The team will need to meet to keep track of the progress of each team member's work.	Engineering Building Rm 112