

Meeting Minutes #4

Topic: Sharing gathered ideas before meeting with the client

Minutes recorded by: Fawaz Aladwani **Meeting called by:** all team members



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

Location Engineering Building (Internet café)

7:00 pm to 7:15 pm

Beginning of meeting

- All of the team members gathered after their classes and met up at the internet café located at the engineering building
- Each one had a handful of notes filled with ideas, sketches, and calculations to be discussed

7:15 pm to 8:00 pm

Discussion of ideas

- the team had 55 ideas in total between the five members and decided to highlight some and omit some as well
- Abdulrahaman showed the team the initial pages of the website and what should be added to it

- Abdullah came up with the idea of setting up different approaches regarding presenting the ideas to the clients and the professor during our regular class meeting tomorrow. He basically created a power point slides and gathered his ideas in a creative and fun way.
- The team was reluctant with finalizing a certain idea over the other and felt the need to dig more and ask out.