



To: Sarah Oman  
From: Team F7  
Date: 02-16-2018  
Subject: Hard review 1 Summary

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For hardware review 1, we met with Dr. Sarah Oman, in the meeting we showed that we finished bill of material, parts we ordered and solid work packaged. Each team member mentioned the work done individually. Dr. Sarah Oman comments about our hardware review was. First the bill of Materials has to be completed with every parts on the project. Then we have to modify the CAD package more in detail and mentioned all teams have their final CAD package and we needed as soon as possible. We mentioned as a team that the slingshot will be done by 20/2/2018 and the booth on the 28/2/2018. Then she talked with each team member about their tasks and what they did. Our first member Dhary talked about the purchases he made and helped Abdullah in the both. Secondly Fahad talked about development of the website. After that each member talked about manufacturing process, editing the report and scheduling appointment with clients. Finally Dr. Sarah Oman mentioned we should finish up quickly, we need to modify the website more and the cad package.

### **List of action done before the hard review 1**

#### **Abdullah Alzafiri:**

- 1- Working on the wood booth
- 2- Working on the individual assignment

#### **Abdullah Howaishel:**

- 1- Working on the slingshot manufacture
- 2- Work on the editing report



- 3- Setting up meeting with the client and the Professor to check the manufacture
- 4- Working on the individual assignment

**Dhary Aldhefeeri:**

- 1- Ordering the materials that the project needs
- 2- Working on the individual assignment
- 3- Helping Abdullah Alzafiri with the wood booth

**Fahad alotaibi:**

- 1- Working on the website
- 2- Working on the individual assignment

**Mobarak Alsubiee:**

- 1- Working on the CAD
- 2- Working on the individual assignment

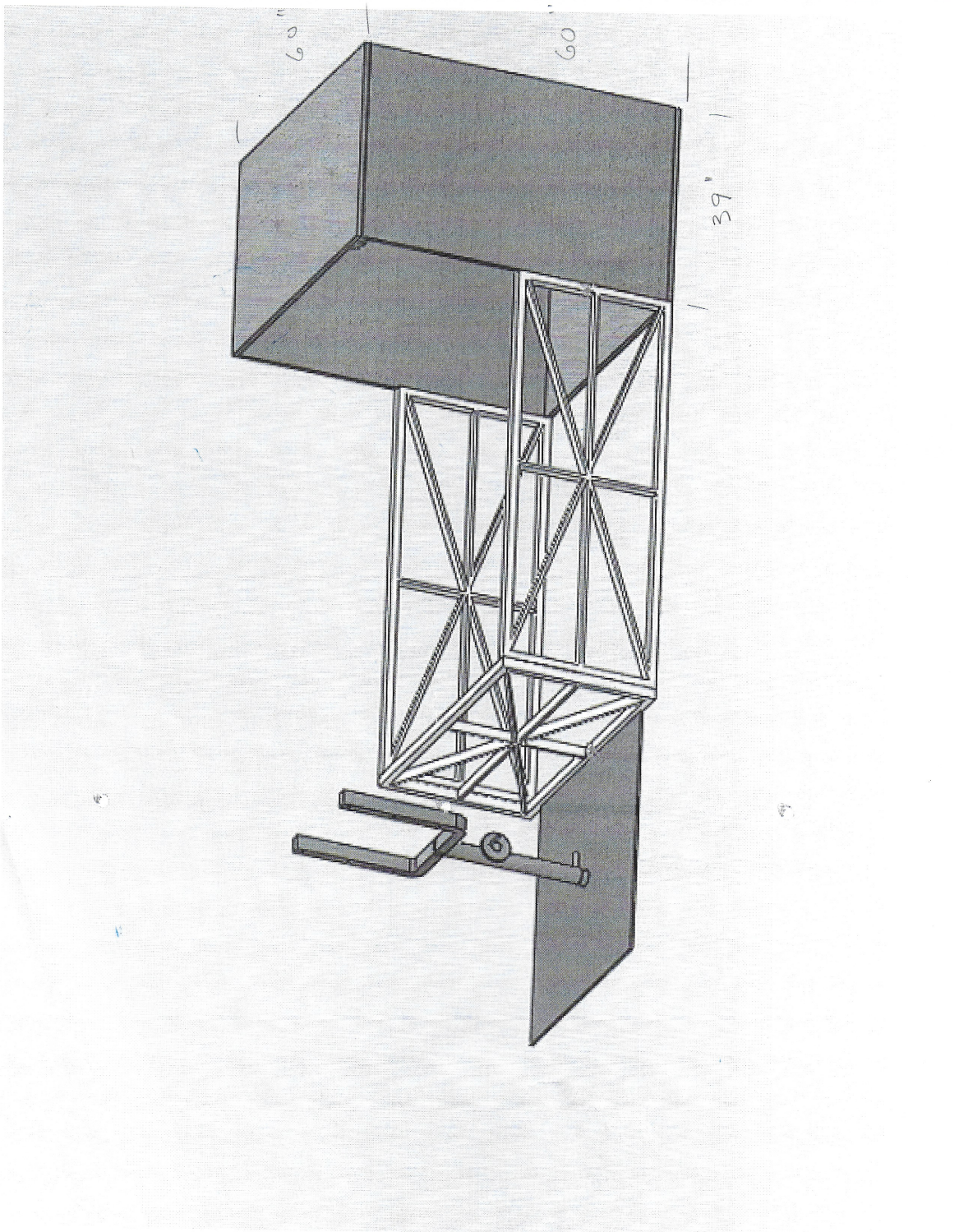


Figure 1: CAD



**List of action will be done until the hard review 2**

**Abdullah Alzafiri:**

- 1- Working on the wood booth
- 2- Working on the individual assignment
- 3- Recording meeting minutes

**Abdullah Howaishel:**

- 1- Working on the slingshot manufacture
- 2- Work on the editing report
- 3- Setting up meeting with the client and the Professor to check the manufacture
- 4- Working on the individual assignment

**Dhary Aldhefeeri:**

- 1- Ordering the materials that the project needs
- 2- Working on the individual assignment
- 3- Helping Abdullah Alzafiri with the wood booth

**Fahad alotaibi:**

- 1- Working on the website
- 2- Working on the individual assignment

**Mobarak Alsubiee:**

- 1- Working on the CAD
- 2- Working on the individual assignment