MEETING MINUTES

# Topic: GROUP MEETING

## Friday, October 11, 2019

## 9:00 pm – 11:00 pm

**Minutes recorded by Mohammed JANSHAH.**

**Meeting called by** **Mohammed Janshah.**

Attendees: All Members.

Please bring: Laptops.

Table . Record of meeting.

|  |  |  |
| --- | --- | --- |
| 9:00 pm to 9:45 pm  | **Discussion of Preliminary Report*** Discussion led by Mohammed Janshah.
* Preparing for researching for our Preliminary.
* Give each member a task to search about it.
 |  **Lahdan.House** |
| 9:45pm to 10:55 pm | Discussion of Report* Done the Search .
* Each person given an idea.
* Starting working on it.
 | **Lahdan.House** |
| 10:55 pm to end | Plan for next meeting* Working on Preliminary report.
* All team agreement.
 | **Lahdan.House** |

Table . Tasks Assigned.

|  |  |  |  |
| --- | --- | --- | --- |
| **Task** | **Person Assigned**  | **Due Date** | **Date Complete** |
| Working on Preliminary report. | All Team | 10/18/19 |  |

**Next formal meeting: 10/14/19, Engineering Building TBD, at 7:45pm.**