

NPOI Vacuum Manifold Capstone

# Team Meeting

---

11-8-2021 / 5:30 PM / At the Engineering Building

## ATTENDEES

Wyatt (Note Taker) / Cydney / Alex / Dr. Willy

## AGENDA

1. Look at what is coming up.
2. Discuss what needs to be done for the final report, final CAD and BOM and the final prototype.
3. Make sure Dr. Willy is on the same page as the team.

## NOTES

- Alex will focus and work on the Final CAD and the BOM.
- Cydney will focus on the final report and the upcoming website check.
- Wyatt will focus on the final prototype and making sure the team has received everything needed for that demonstration.

## ACTION ITEMS

1. Work on the final report
2. Work on the final CAD and BOM
3. Work on the individual assignments
4. Go through the part inventory of what was purchased and what we received

## NEXT WEEK'S AGENDA

Team meeting on Wednesday

Team works on upcoming deliverables