MEETING MINUTES

# Topic: Project Requirements

## Monday , April 2021

## 9:00 am – 10:30 am

**Minutes recorded by** \_\_Rashid Algelmod \_\_\_\_\_\_\_\_\_

**Meeting called by** \_\_\_\_\_\_\_\_\_Salem AL Marri \_\_\_\_\_\_\_\_\_\_\_\_

**Attendees: \_Salem Al Marri, Chijian Wang, Omer Alamoudi, Rashid Algelmod, Musaed Fraidoon**

**Please bring:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| 9 am | **Discussion about Prototype and Website**   * lead by Rashid | Microsoft  Teams |
| 9:30 am | **Analytical assignment**   * Talk about the prototype and website * what should include on the website * review the feedback of website * discusses how to combine the prototype and most of the team are in different country * Practice for the prototype. | Microsoft  Teams |
| 10:15 am | Content for Instructor Meeting  * Asking for building prototype * asking for the website check and what should include on website * The way of communicating with the instructor of ME 486 * As a group what the steps and assignment we need for ME 486 | Microsoft  Teams |
| Remaining minutes | Plan for next meeting   Next time: 19/4/2012 Monday | Microsoft  Teams |