MEETING MINUTES

# Topic: Project Requirements

## Monday, 02, 2021

## Time: 10 AM to 11 AM

**Minutes recorded by** Omer Alamoudi

**Meeting called by** Salem Almarri

**Attendees: All**

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

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| Time: 10 AM to 11 AM | **Discussion*** We discussed the first presentation.
* We decided to make the presentation shorter.
 | MicrosoftTeams  |
| Time  | * **Discussion of** We started practicing the PPT.
* We submitted the PPT to Dr.Willy email because there was no time to present during the class time.
 | MicrosoftTeams  |
|  Time  | Content for Instructor Meeting | MicrosoftTeams  |
| Remaining minutes | Plan for next meeting  Next time:  | MicrosoftTeams  |