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. | Microsoft  Teams |
| 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. | Microsoft  Teams |
| Time | Content for Instructor Meeting | Microsoft  Teams |
| Remaining minutes | Plan for next meeting Next time: | Microsoft  Teams |