

# MEETING AGENDA

## Topic: Staff Meeting-5

**Tuesday, April 2, 2019**

Meeting called by: Fahad Alotaibi and Abdullah

**Attendees: All Team Members**

**Please bring:** Laptops and Class notes

<b>4:25pm - 4:30pm</b>	<b>Discussion</b> <ul style="list-style-type: none"><li>Updating the preliminary report</li></ul>	Classroom
<b>4:30pm-4:35pm</b>	<b>What is the current state of your project and prototyping?</b> <ul style="list-style-type: none"><li>Waiting for the individual analyzing.</li><li>Waiting for the digital weight and the voltage scale.</li><li>Best material to build the prototyping.</li></ul>	Classroom
<b>4:35pm – 5:45pm</b>	<b>Status of analyses/modeling?</b> <b>Due April 7.</b> <ul style="list-style-type: none"><li>Abdullah's tasks are Sensors, Algorithms, and Arduino.</li><li>Sultan's task is Conveyor Belt with Motors.</li><li>Fahad's task is Sorting Mechanism Motors (Actuator)</li><li>Hussain's tasks Scale Hacking and Arduino.</li></ul>	Classroom

Upcoming requirements:

- All members are required to be on times.

Tasks to be completed prior to meeting:

Group Member	Task	Start Date
Abdullah	Setting up a meeting with the professor to work in the Arduino	03/28/19
All members	Abdullah will be doing the meeting agenda and Hussain will be doing to meeting minutes.	04/1/19
Fahad Alotaibi	Remind Dr. Welly about the voltage scale.	4/2/2019