

MEETING AGENDA

Topic: Team Meeting

Wednesday, November 14, 2018

~5:00pm-5:30pm

Meeting called by: Katie Hoffman

Attendees: (All Team Members)

Please bring: Logbooks and laptops

5:00-5:30pm	Presentation <ul style="list-style-type: none">• Try to complete early• Supposed to be the report summed up• Slides for each person need to be decided	Dubois
	Prototype <ul style="list-style-type: none">• Well made<ul style="list-style-type: none">◦ no cardboard or duct tape• Have moving parts<ul style="list-style-type: none">◦ computer fan• try to have before presentation	Dubois
	CAD drawings <ul style="list-style-type: none">• Make them realistic• Well made• Hannah - Hood• Daniel - Room	Dubois

Upcoming requirements:

1. Prototype
2. CAD Drawings and package
3. Presentation
4. Final Preliminary Report