

TEAM MINUTES - 11/10/20

Location: Zoom
Present: ALL
Time: 3:30-5:00
Writer: Jaden Cavender

Agenda Items

1. Started working on Design review documents and PowerPoint as a team. Tobias reviewed other team's results and difficult questions, allowing us to better prepare for our presentation.
2. Ben and Blake begin constructing diagrams to be used for clarity of operation during the presentation.
3. A working experimental prototype would set our design review above other competition. Therefore, it is vital that we have our 3-d part experiment working on the day of our review. Figured out the logistics of purchasing and assembling by the end of the week.

Action Items	Owner(s)	Deadline	Status
Purchase necessary parts for assembly, assemble	Jaden	11/12	In Progress
Talking with budget supervisor	Ben	11/11	In progress
Taking detailed notes early for design review.	Tobias	11/10	Complete
Design 3-d printable screen if possible	Tayson	11/11	In Progress
Design review PowerPoint	Blake	11/12	In progress
Prepare for design review, experiment	Full Group	11/12	In progress

