

Meeting Agenda	
Goal: Date and Time: Avenue :	Deciding on an idea for system/software 9/26/2021 6PM Zoom
Chair:	Ali Althawab
Client:	Mr.Faisal Alhwaikem
Attendance:	1. Saleh Altasan 2. Abdulrahman saad Altami 3. Ali Ayeel Alsammani 4. Mohammed Almarzooq
Absent with Apologies:	Turky Alhazimi

Agenda Items		
Area	Goal	Time
Last meeting	None	-
Requirements	Analysis of requiriement	15min
Task Management	Identify important tasks and divide workload	20min
Technical Q&A	- Understand user files and parsing them	10min
SRS Critique	...	-