

# Team Meeting #4

April 12, 2022

6:00 PM

Faculty Memorial Hall, 307

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<b>Meeting called by:</b>	Doron Griffin-Tann	<b>Type of meeting:</b>	Review the presentation.
<b>Facilitator:</b>	Doron Griffin-Tann	<b>Note taker:</b>	Ramanand Kachhia
<b>Timekeeper:</b>	Wesley Fegan		

**Attendees:** Wesley Fegan, Alexander Lleba, Ramanand Kachhia, Doron Griffin-Tann

**Please read:** The presentation.

**Please bring:** Computer and the presentation.

***Duration: 38 Minutes***

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**Agenda item** Review the presentation to finalize. **Presenter:** Wesley Fegan

## **Discussion:**

- Everyone did their slides. We have checked that we have everything that we need in the slides. Every team member did a great job on making the presentation in time, added detail, and made it as simple as possible to the viewer. We need to edit a few slides.

## **Conclusions:**

- Make some of the changes that we need to complete the presentation. We have finished most of the work on the research and presentation slides, so next week will be the last meeting.

<b>Action items</b>	<b>Person(s) responsible</b>	<b>Deadline</b>
Edit final slides	Alexander, Ramanand, Doron, Wesley	04/19/2022
Practice slides for presentation	Alexander, Ramanand, Doron, Wesley	04/19/2022