**Student Info**

**Name:**  **Tarek Al Beb**

**Project Title: Senior Design Project**

**Date / Time: 02/21/2017**

**Meeting Objectives:**

1. To review the status of the project and progress the work of the project
2. To proactively identify and address issues and risks
3. To maintain open lines of communication and foster team building

**Attendees:**

**Tasks and Activities**

List completed and upcoming tasks for every 2 weeks

* + Completed tasks/activities
* Researching and studying server activities.
* Working on the requirement analysis.
  + Upcoming tasks/activities
* Finish requirement analysis.
* Implementing the server on a designated computer.
* Connect raspberry Pi to the server and study the camera.

**Issues and Risks**

Identify issues and potential risks

* + Issues

NA

* + Risks

NA