**Meeting no: 1**

**Date:09/05/2016**

**Members present: Ibrahim,emad,youself,abdulah**

**Members absent:ozgur**

**Tasks:discussion about the projects layout**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Team member name** | **Task assigned** | **To be completed on** | **Last meeting tasks completed (Yes/No)** | **Signature** |
| Ibrahim  Youself | Yes  Yes |  | -  - |  |
| Emad  Abdullah | Yes  Yes |  | -  - |  |
| Ozgur | yes |  | - |  |