

Meeting Agenda

Date: November 12, 2025

Time: 9:45 AM – 10:15 AM

Attendees: Dr. Naqaa Abbas | Group Members: Kholoud Darwish, Yousif Ahmed, AlAnoud AlKubaisi, Faisal AlBustami

1. Mentorship Meeting Feedback

- Discuss main feedback received from the mentorship meeting.
- Identify key adjustments or improvements needed.

2. Poster Development

- Review current poster content and design.
- Confirm layout, visuals, and clarity of messaging.

3. E-Portfolio Preparation

- Discuss individual and group portfolio components.
- Ensure alignment with course requirements and project goals.

4. STEAM Showcase Planning

- Confirm required deliverables and presentation strategy.
- Assign roles for demonstration and speaking.

5. Next Steps & Action Items

- Define responsibilities and deadlines for each task.
- Schedule final review session before presentation day.