

**Meeting Topic:** IRB and Customer needs

**Location:** Zoom meeting

**Week:** 2

**Date:** Monday May 27, 2024

**Time:** 3:00-3:30pm

**Attendance:**

- Ahmad Al-Ibrahim
- Ibrahim Al-Naimi
- Aysha Al-Suwaidi
- Noora Al-Muhannadi
- Noof Al-Meghessib

**Agenda:**

- IRB.
- Show the responses of the survey.
- Discuss the upcoming assignments.

**Actions:**

- Finalize the logo choice.
- Discuss on starting the IRB proposal.
- Start looking for companies to interview.
- Talk about the different types of figures for the survey.
- Talk further about what we have left for the customer needs assignment.

**Notes:**

- Check with Dr. Wissam on equipment.
- Check about the band (create or order).
- Video and website will be ready on Sunday.

**Upcoming Meetings:**

Thursday May 30, 3pm

Monday June