Electrical Engineering Department

Capstone Project Meeting Form

Program: _Engineering / Telecom_

Project Title:			**Project Group No:**
Student Names:	1- Nadine Al-Jadi	ID 60105890	**Meeting Day/Date:** Thursday March 6th, 2025
	2- Islam Azzam	ID 60105790	
	3-	ID	**Week No:** 7
	4-	ID	

Tasks to be Done this week: (Please write detailed and specific tasks from the project plan with due date)		**Student Responsible for the Task** (One student per task)				**Task Completion %** (Supervisor evaluation of accomplishment of tasks assigned to each team member in previous week.)
1	Presentation preparation					All tasks completed 100%
2	Information recap.					
3	ppt slides					
4						
5						
6						
7						
8						
9						
10						

Meeting Minutes: 25

[Specify purpose of the meeting. Include detailed minutes of the meeting. Provide evidence of individual work (ideas, calculations, observations etc).]

- Discuss what to include in the presentation and why.
- Selection of case studies to focus on
- Selection of simulation planning or essay.

Following part has to be filled and signed by the project supervisor:

Supervisor Comments:

Attendance Present(P)/Absent(A)	Supervisor Evaluation of Individual Student:	No Acheivment	Needs Improvement	Acceptable	Good	Excellent	Comments
	Student 1: P					✓	
	Student 2: P					✓	
	Student 3:						
	Student 4:						

Supervisor Name:	Hassan Mahrasneh	**Date:**
Signature:		