

Meeting # 1
Date: Jan 23 Time: Location: 9-1


Meeting Purpose

- ① revised and confirmed idea
- ② assigned standard & expectations.

Meeting Outcomes

- permission to proceed.

Students' Names and Signatures

Nachire Al-Jada	6010 5890 
Islam Azzam	6010 5790 

Supervisor Name and Signature

Hassan Mahasneh 

Meeting # 2
Date: Jan 30 Time: Location: 9.2.63

Meeting Purpose

- ① narrowing options (sensors, wheels, materials)
- ② discussing design & technologies.

Meeting Outcomes

assigned each member:

- ① Sensors to research
- ② design to compare

Students' Names and Signatures

Nadine Al-Jada	
Islam Azzam	

Supervisor Name and Signature

Hassan Mahasneh 

Meeting # 3
Date: Feb 6th, 2025 Time: Location:


Meeting Purpose

- ① Discuss Progress
- ② Discuss Future plans
- ③ Draft approval

Meeting Outcomes

- ① clear timeline of project
- ② Addition of details in plan

Students' Names and Signatures

Nadine Al-Jada	
Islam Azzam	

Supervisor Name and Signature

Hassan Mahasneh 

Meeting # 9
Date: Feb 13th, 2025 Time: Location:



Meeting Purpose

- ① Discuss project progress
- ② Discuss options for coils, materials
- ③ Discuss charging design.

Meeting Outcomes

- A clearer picture of how wireless charger will look like, in addition to narrowing options regarding coil shapes, material & spacing.

Students' Names and Signatures

Nadine Al-Jada	
Islam Azzam	

Supervisor Name and Signature

Hassan Mahasneh 


Electrical Engineering Department

Capstone Project Meeting Form

Program: _____

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Project Title:						Project Group No:	
Student Names:	1- <i>Nashwa Al-Jasbi</i>	ID	<i>60105890</i>		Meeting Day/Date: <i>Thursday. Feb 6th 2025</i>		
	2- <i>Islam Azzaam</i>	ID	<i>60105790</i>				
	3- _____	ID	_____		Week No: <i>3</i>		
	4- _____	ID	_____				
Tasks to be Done this week: <small>(Please write detailed and specific tasks from the project plan with due date)</small>		Student Responsible for the Task <small>(One student per task)</small>				Task Completion % <small>(Supervisor evaluation of accomplishment of tasks assigned to each team member in previous week.)</small>	
1	<i>Write future plans</i>	/	/			<i>All tasks completed 100%</i>	
2	<i>Detailed Timeline</i>	/	/				
3	<i>Project Draft</i>	/	/				
4	<i>Additional Research Regarding Coils details.</i>	/	/				
5	<i>Prepare Question / Suggestions for next meeting.</i>	/	/				
6							
7							
8							
9							
10							
Meeting Minutes: <small>[Specify purpose of the meeting. Include detailed minutes of the meeting. Provide evidence of individual work (ideas, calculations, observations etc).]</small>							
<p><i>purpose: clearer idea on project details & timeline.</i></p> <p><i>duration: 30min</i></p>							
Following part has to be filled and signed by the project supervisor:							
Supervisor Comments:							
							
Attendance <small>Present(P)/Absent(A)</small>	Supervisor Evaluation of Individual Student:	No Achievement	Needs Improvement	Acceptable	Good	Excellent	Comments
	Student 1: <i>P</i>					<i>/</i>	
	Student 2: <i>P</i>					<i>/</i>	
	Student 3:						
	Student 4:						
Supervisor Name: <i>Hassan Mahasneh</i>		Date:					
Signature:							

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Project Title:						Project Group No:	
Student Names:	1- <i>Nashwa Al-Jasbi</i>	ID	<i>60105890</i>		Meeting Day/Date: <i>Thursday Feb 13th, 2025</i>		
	2- <i>Islam Azam</i>	ID	<i>60105790</i>				
	3- _____	ID	_____		Week No: <i>4</i>		
	4- _____	ID	_____				
Tasks to be Done this week: <small>(Please write detailed and specific tasks from the project plan with due date)</small>		Student Responsible for the Task <small>(One student per task)</small>				Task Completion % <small>(Supervisor evaluation of accomplishment of tasks assigned to each team member in previous week.)</small>	
1	<i>Additional Research for coils</i>	<i>/</i>	<i>/</i>			<i>All tasks completed 100%</i>	
2	<i>Name options available for coils shape</i>	<i>/</i>					
3	<i>Name options available for coils size</i>		<i>/</i>				
4	<i>Name options available for coils material</i>	<i>/</i>					
5	<i>Name options available for coils spacing.</i>		<i>/</i>				
6	<i>check market for equipment for wireless charge</i>		<i>/</i>				
7							
8							
9							
10							
Meeting Minutes: <small>[Specify purpose of the meeting. Include detailed minutes of the meeting. Provide evidence of individual work (ideas, calculations, observations etc).]</small>							
<p><i>purpose : Brainstorm options & picking out most suitable</i></p> <p><i>Clearer view on what should be done & how</i></p> <p><i>Duration: 40min.</i></p>							
Following part has to be filled and signed by the project supervisor:							
Supervisor Comments:							
<div style="text-align: center;"> </div>							
Attendance <small>Present(P)/Absent(A)</small>	Supervisor Evaluation of Individual Student:	No Achievement	Needs Improvement	Acceptable	Good	Excellent	Comments
	Student 1: <i>P</i>					<i>/</i>	
	Student 2: <i>P</i>					<i>/</i>	
	Student 3:						
	Student 4:						
Supervisor Name: <i>Hassan Mahasneh</i>		Date:					
Signature:							

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Project Title:						Project Group No:			
Student Names:	1- Naeline Al-Jasbi	ID	60105890		Meeting Day/Date: Thursday Feb 20 th , 2025				
	2- Islam Azzam	ID	60105790						
	3- _____	ID	_____		Week No: 5				
	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						All tasks completed 100%			
2						/			
3									
4									
5									
6									
7									
8									
9									
10									
Meeting Minutes: (Specify purpose of the meeting. Include detailed minutes of the meeting. Provide evidence of individual work (ideas, calculations, observations etc).)									
Following part has to be filled and signed by the project supervisor:									
Supervisor Comments:									
Attendance <small>Present(P)/Absent(A)</small>	Supervisor Evaluation of Individual Student:		No Achievement	Needs Improvement	Acceptable	Good	Excellent	Comments	
	Student 1:	P					/		
	Student 2:	P					/		
	Student 3:								
	Student 4:								
Supervisor Name:		Hassan Mahasneh							
Signature:		Date:							

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Program: E-engineering / Telecom

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Project Title:						Project Group No:	
Student Names:	1- <u>Naeline Al-Jash</u>	ID	<u>60105890</u>		Meeting Day/Date:		
	2- <u>Islam Azzam</u>	ID	<u>60105790</u>		<u>Thursday Feb 27th, 2025</u>		
	3- <u> </u>	ID	<u> </u>		Week No:		
	4- <u> </u>	ID	<u> </u>		<u>6</u>		
Tasks to be Done this week: <small>(Please write detailed and specific tasks from the project plan with due date)</small>		Student Responsible for the Task <small>(One student per task)</small>				Task Completion % <small>(Supervisor evaluation of accomplishment of tasks assigned to each team member in previous week.)</small>	
1						All tasks completed 100% 	
2							
3							
4							
5							
6							
7							
8							
9							
10							
Meeting Minutes: <u>30</u> <small>[Specify purpose of the meeting. Include detailed minutes of the meeting. Provide evidence of individual work (ideas, calculations, observations etc).]</small>							
<ul style="list-style-type: none"> - catch up by previous work - guidelines and expectations for next report submission. 							
Following part has to be filled and signed by the project supervisor:							
Supervisor Comments:							
Attendance <small>Present(P)/Absent(A)</small>	Supervisor Evaluation of Individual Student:	No Achievement	Needs Improvement	Acceptable	Good	Excellent	Comments
	Student 1: <u>P</u>					<u>/</u>	
	Student 2: <u>P</u>					<u>/</u>	
	Student 3:						
	Student 4:						
Supervisor Name:	<u>Hassan Mahasneh</u>						Date:
Signature:							

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Program: Engineering / Telecom

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Project Title:						Project Group No:		
Student Names:	1- <u>Nashine Al-Jash</u>	ID	<u>60105890</u>		Meeting Day/Date: <u>Thursday March 6th, 2025</u>			
	2- <u>Islam Azzam</u>	ID	<u>60105790</u>					
	3- <u> </u>	ID	<u> </u>		Week No: <u>4</u>			
	4- <u> </u>	ID	<u> </u>					
Tasks to be Done this week: <small>(Please write detailed and specific tasks from the project plan with due date)</small>		Student Responsible for the Task <small>(One student per task)</small>				Task Completion % <small>(Supervisor evaluation of accomplishment of tasks assigned to each team member in previous week.)</small>		
1	<u>presentation preparation</u>					<u>All tasks completed 100%</u>		
2	<u>Information recap.</u>							
3	<u>ppt slides</u>							
4								
5								
6								
7								
8								
9								
10								
Meeting Minutes: <u>25</u> <small>[Specify purpose of the meeting. Include detailed minutes of the meeting. Provide evidence of individual work (ideas, calculations, observations etc).]</small>								
<u>- Discuss what to include in the presentation and why.</u> <u>- Selection of case studies to focus on</u> <u>- Selection of simulation planning or using.</u>								
Following part has to be filled and signed by the project supervisor:								
Supervisor Comments:								
Attendance <small>Present(P)/Absent(A)</small>	Supervisor Evaluation of Individual Student:		No Achievement	Needs Improvement	Acceptable	Good	Excellent	Comments
	Student 1:	<u>P</u>					<u>/</u>	
	Student 2:	<u>P</u>					<u>/</u>	
	Student 3:							
	Student 4:							
Supervisor Name:		<u>Hassan Mahrasna</u>						
Signature:		Date:						