



Meeting Minutes

Date: 25 October 2019

Time: 4:00 PM

Location: 244 Conference Room

Attendees: Maryam Al-Emadi, Noof Al-Sayed, Roqayya AlYousef, Fatima Al-Janahi

Absences: -

Agenda:

- Discuss about our ethnographic study video.
- Finalize the ethnographic study video.
- Review the rubric to make sure that our video consists of all the important elements.

Actions:

- Gather all different parts of the video assigned to team members to create the final ethnographic study video.
- Add voice overs, music and sound effects to our video.
- Add subtitles to the interviews.
- Complete and reassess the video and export it in order to submit it.

Next Steps:

- Planning the procedure for benchmarking.
- Submitting the ethnographic study video.
- Updating the website.