



Information Technology Fundamentals 601105 Minutes of Meeting

Meeting # 3 (2025-1)

FACULTY OF INFORMATION TECHNOLOGY

2025

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Meeting	Meeting 3			
Date of Meeting	31/12/2025	Time	3:15 pm	
Minutes prepared by	Eman Alduweib	Location	Meeting Room & by Email	
1. Meeting Objectives				
1. To discuss final exam preparation				
2. Members/ Attendance				
Name	Title	Attendance	Signature	
Dr. Eman Alduweib	Coordinator	yes	Dr. Eman Alduweib	
Dr. Mahmoud Baklizi	instructor	yes	Dr.Mahmoud baklizi	
Mr. Ala'a Alshurbaji	instructor	yes	Mr. Ala'a Alshurbaji	
Dr. Mohammad Aladailah	instructor	yes	Dr. Mohammad Aladailah	
Dr. Faris Abu Hashis	instructor	yes	Dr. Faris Abuhashish	
Dr. Ghada Alrawashdeh	instructor	yes	Dr. Ghada Alrawashdeh	
3. Agenda, Topics, Issues				
Topic	Discussion			
4. Decisions/Recommendations				
5. Task Assignment and Follow-up				
Task	Start Date	End Date	Responsibly	Status
Material	<ul style="list-style-type: none"> • All lab topics 			
Questions	<ul style="list-style-type: none"> • Dr. Ghada+ Dr. Mohammad + Dr. Faris will prepare two forms of the final exam • Each form has multiple paper-based and computerized questions 			
Weight	<ul style="list-style-type: none"> • 45 marks 			