



Information Technology Fundamentals Lab 601106 Minutes of Meeting

Meeting # 2 (2025-1)

FACULTY OF INFORMATION TECHNOLOGY

2025

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Meeting	Meeting 3			
Date of Meeting	26/11/2025	Time	2:00 pm	
Minutes prepared by	Eman Alduweib	Location	7306	
1. Meeting Objectives				
1. To discuss lab manual and ITF Lab syllabus				
2. Members/ Attendance				
Name	Title	Attendance	Signature	
Dr. Eman Alduweib	Coordinator	yes	Dr. Eman Alduweib	
Dr. Mahmoud Baklizi	instructor	yes		
Mr. Ala'a Alshurbaji	instructor	yes	Mr. Ala'a Alshurbaji	
Dr. Mohammad Aladailah	instructor	yes	<i>Dr. Mohammad Aladailah</i>	
Dr. Faris Abu Hashis	instructor	yes	Dr. Faris Abuhashish	
Dr. Ghada Alrawashdeh	instructor	yes		
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"> First 8 weeks topics (till the end of control structures 1) 			
Questions	Two forms, three questions each (35 marks): <ul style="list-style-type: none"> Write full java program for a given problem: 15 marks Convert a given flowchart into java program: 12 marks Convert a given algorithm into java program 8 marks 			