

GENERIC AGENDA - Match Meeting

CIVIL DESIGN PROJECT ENGI 8700

Date: Jan 14th - Thursday
Location: Memorial University, S.J.Carew Building (Engineering), Board Room Fourth Floor EN 4006
Attendees: Instructor, Discipline Chair, Teaching Assistants, Senior Civil Class, Volunteer Clients

| Time | Activity |
|--------------|---|
| 6:30 | Setup |
| 6:45 | Students Arrive |
| 7:00 | Welcome, Introductions, Announcements, Explanation |
| | Presentations Client 1 Project Title |
| | Client 2 Project Title |
| | Client 3 Project Title |
| | Client 4 Project Title |
| | Client 5 Project Title |
| | Client 6 Project Title |
| | Client 7 Project Title |
| 7:50* | Break for snack and prep for interviews |
| | Interviews Round 1 |
| | Round 2 |
| | Round 3 |
| | Round 4 |
| 8:50 | Clients submit ranking to instructor |
| 9:00 | Social with food and drinks |
| 9:15 | Clients and Instructors Meet |
| 9:30 | Final Matching Announced |
| 9:30 | Casual time and plan first client meeting |
| 10:00 | End |

* Note that food will arrive at 7:50 so it is the norm that some people snack at this time while others prefer to wait until after the interviews are complete