

EAI Working Group Meeting

8 September 2020

Attendees

1. Abdelmonem Galila
2. Jim DeLaHunt
3. Harish Chowdhary
4. Mohamed Elbashir
5. T Santhosh

Meeting Agenda

1. Review the previous meeting note (optional)

No.	The meeting Action Items	Owner	Status
	<i>Review and finalize the “Best Practices for Naming Internationalized Email Mailboxes” document, provide a clean version for review, Jim to update the RTL section and Marksv to do a final review.</i>	<i>Mo Jim MarkSv.</i>	<i>Completed</i>
1	<i>Draft SOW “SOW for EAI Technical education and Awareness to the developers' community via Q&A websites.”</i>	<i>Chair, WG members</i>	<i>Pending Approval</i>
2	<i>The Chair to get feedback from Microsoft Browser’s team, determine the next step on WHATWG prepared email letter (e.g include reference to the browsers support in WHATWG letter)</i>	<i>MarkSv.</i>	<i>Ongoing</i>
3	<i>Reach-out to Mozilla, Chromium to contact get an engineering and executive contacts</i>	<i>MarkSv., Mo. Jim</i>	<i>Ongoing</i>

2. Approve the SOW for EAI Technical education and Awareness to the developers' community via Q&A websites
<https://docs.google.com/document/d/1UIYnoBkonVJHb8BKUJHcpJpCwc3Owomz/edit>
3. Best Practices for Naming Internationalized Email Mailboxes document, the next steps (e.g Publication, regional webinars and Develop guidelines for naming RTL Mailboxes through the local initiatives or the scripts communities)
4. AOB

Meeting notes:

Mohamed started the meeting, he noted Mark Sv. (Chair) apology. Mohamed indicated he reviewed the “Best Practices for Naming Internationalized Email Mailboxes” document comments and shared a clean version with the group.

The group reviewed the final version of the document and agreed to share it with the UA coordination group and the UASG leadership for approval.

The group continued drafting for EAI Technical education and Awareness to the developers' community via Q&A websites

The draft document is available in Google drive:

<https://docs.google.com/document/d/1UIYnoBkonVJHb8BKUJHcpJpCwc3Owomz/edit>

The group agreed that the SOW document is ready to be presented to the UA coordination group and UASG leadership for review and approval.

The next meeting: Tuesday, 15 September 2020 at 17:00 UTC (60mins)

The Action Items:

No.	The meeting Action Items	Owner
1	<i>Approve the "Best Practices for Naming Internationalized Email Mailboxes" document, Provide a clean version for review, Jim to update the RTL section and Marksv to do a final review.</i>	<i>Coordination WG and UASG leadership</i>
2	<i>The Chair to get feedback from Microsoft Browser's team, determine the next step on WHATWG prepared email letter (e.g include reference to the browsers support in WHATWG letter)</i>	<i>Mark Sv.</i>
3	<i>Reach-out to Mozilla and Chrome Engineering team contact beside their WHATWG contacts</i>	<i>Mark Sv., Mo Jim</i>