

# UA EAI Working Group Meeting

23 April 2024

## Attendees

Mark Svancarek

BIASSA Arsen

Abdalmonem Galila

Emmanuel Oruk

Athanase Bahizire

Kunle Olorundare

Jim DeLaHunt

Yin May Oo

## Meeting Agenda:

1. Welcome and roll call
2. Detail planning on EAI Self-Certification Program: [Plan Document](#)
3. Plan of each WG is shared : [Link](#)
  - a. Add timeline and link the action item to the goals
  - b. Detail plans for each year is to be added
4. AOB
  - a. Link of Self-Certification Document

**Meeting recording:** [Link](#); password 1!maBucqCN

## Meeting Notes

Mark recapped the previous meeting which was two weeks ago where the WG did a request to make changes on the UASG.tech website. Mark also briefly explained the agenda, the main focus would be the writing the plan of the self-certification program.

Mark suggested EAI WG members to bookmark this page for future reference: <https://community.icann.org/display/TUA/UA+EAI+WG>

**Agenda#2:** Detail planning on EAI Self-Certification Program: [Plan Document](#)

The numbering of this document was taken from the previous version of the planning document. WG agreed that the reference numbers will be adjusted later. There was no objection.

**E2.1** “Items related to UASG resources for a future self-certifier”.

Jim's suggestion: Write a content for a dynamic webpage and keep changing it. Jim talked about developing the content for the web page and making sure people know where to find the content. When someone were to come to the UA EAI WG with test results, how would the test results be compiled to a certificate with levels. Members know the general idea but have not thought of the details yet. Jim would like to have a dynamic website with

Jim suggested that our ideas for now could be fuzzy but make them clear in the document. Mark agreed and added ideas in the document. Jim pictured that whoever doing the test would reach out to the UA-EAI WG and seek help. Mark said the WG need to figure out how to put helpful information on the ICANN community page for the UA-EAI WG page:

<<https://community.icann.org/display/TUA/UA+EAI+WG>>

Jim was concerned about the message which directs users to the EAI self-certification guide document on the page, and asked if the posted link of Google Docs was the final version. The link on the community page was not pointing to the final version document, but the link on the community page is the final version. WG agreed that Mark would send the request to add the updated document link to the ICANN community page as well.

Jim said he did not actually happen to look into the community page often, and would it be the case for the community as well. Abdal answered that the people know the community page. Jim highlighted that not a lot of people know that the EAI program is by ICANN, and the uasg.tech url has been the one announced to the public, therefore, that side should have more focus.

WG was talking about making the content of EAI searchable and direct towards the main page. Abdal suggested having a more intuitive URL such as [eai.uasg.tech] and start posting the EAI related information, all the documents and tech solutions. Abdal also feedbacked the design of the uasg.tech website, and encouraged it to have a more proper website. Mark added that WG's concern is for people to be easily navigated towards the EAI self-certification guide and related information.

Jim asked about the process to change the EAI page under the UASG.tech website. Yin May answered that the edits on this site would be slow, and the process would go through ICANN's Communications team and reviewings before submitting the change to the vendor of the website. Jim would like to escalate this as a high level problem of UASG as the website looks very difficult to make changes and add updates in the web content. This might limit the effectiveness of reaching information to the people, and need improvement. Jim said WG should rethink the content management procedure and trust towards the vendor.

Mark asked if this is the only problem specific to the EAI WG, and Jim answered that other WGs do not have a program similar to the one that we have, the EAI self-certification. Everyone else just published reports on the document hub. Jim also said that this kind of issue should be addressed in the 5-year strategic plan. Mark said this could be discussed, however, in the short term, WG should take care of this issue ourselves. Jim agreed.

Jim suggested talking about the content to be added to the EAI microsite, and started with the self-certification guide, and the instructions for the testing steps. Mark shared from marketing experience that every time a new click is added, the users would be less encouraged. Jim shared concerns on how to communicate to the public each time the self-certificate guide is updated. Mark said there must be a way to measure the traffic to the web pages. Jim suggested adding a solution to this problem to the 5-year strategic plan. Mark agreed and suggested designing which would work for the EAI WG first.

Mark said the Self-certification guide (at the Google Document page) looked fine. Jim questioned how to let the public know everytime the document is updated to the public, checking if version update messages could be posted.

Jim asked if Yin May could update the community page (ICANN wiki) on the fly, and Yin May responded that the changes are to be requested by email to Yin May and Seda, so that ICANN staff can respond before making changes. Yin May does not have authority to create a sub-page, and it would require more steps of reviews. Mark would send the information to edit (request of edit) on the EAI WG's community page through the email. The changes will not have ticket no.

*Conclusion:* The tasks related to EAI content creation and resource publishing are listed under this topic. The existing content would be the self-certification guide, and the score generator. This existing content would be shared to the public through the EAI sub-page. WG would be working with ICANN staff to update the EAI micro-site. Information of update is added under the “*TASKS so far*” subtitle.

## **E2.2** “Items related to self-certification and score generation”.

Mark and Jim added the task items in this part. The focus is on how would the user submit their test scores to the UASG or the WG and verify the results, or help them get better solutions to meet the requirements of the guide.

### **AOB:**

The meeting was mainly focused on the content updates to the public, and other topics would be discussed at the next meeting.

Meeting adjourned.

**Next meeting:** Tuesday, **30** April 2024, **14:00 UTC**

### **Action items:**

<b>No.</b>	<b>Action Item</b>	<b>Owner</b>
1	Inform the WG for the next meeting time	Yin May
2	Brainstorm for an easy to remember URL in purpose of sharing information of for EAI self-certification guide program	WG
3	Edit and format the planning document offline	WG, Mark
4	Send update suggestion to ICANN Staff	Mark
5	Feedback on updating the EAI sub tab by Jim and Mark’s suggestion	Yin May, Seda