

2016-11-15

Universal Acceptance Steering Group

## Help Wanted... EAI Technical Documentation Writer

Application Deadline: **23:00 UTC 2016-11-30**

Send Applications to: [don.hollander@icann.org](mailto:don.hollander@icann.org)

[V1.0](#)

### Background

Universal Acceptance is a foundational requirement for a truly multilingual Internet, one in which users around the world can navigate entirely in local languages. It is also the key to unlocking the potential of new generic top-level domains (gTLDs) to foster competition, consumer choice and innovation in the domain name industry. To achieve Universal Acceptance, Internet applications and systems must treat all TLDs in a consistent manner, including new gTLDs and internationalized TLDs. Specifically, they must accept, validate, store, process and display all domain names.

The Universal Acceptance Steering Group is a community-based team working to share this vision for the Internet of the future with those who construct this space: coders. The group's primary objective is to help software developers and website owners understand how to update their systems to keep pace with an evolving domain name system (DNS).

EAI, Email Address Internationalisation, is part of the Universal Acceptance Program and includes support for IDNs in the domain name part of an email address and Unicode characters in the local part of an email address.

### The Work

This work is to provide technical documentation and guidelines for the developer community to help accelerate their adoption and implementation of EAI.

Working with the UASG group generally, and the EAI Project Group specifically, the writer will develop an outline of a document to provide details of EAI implementation and deployment, troubleshooting and identify items that may benefit from cooperation.

The work will also include example edge cases that should be tested with expected results.

The document will be similar to UASG007 – Introduction to Universal Acceptance. Some content can be taken directly from that document.

- Current audiences are CIOs; IT Professionals; App developers, owners of niche mail applications.
- Work with UASG to publish document drafts in standard request-for-feedback processes
  - Manage feedback from community



Universal Acceptance

- Organize reviews with Universal Acceptance Steering Group
- Incorporate changes into documents and republish

Work is hourly. Document your work and bill as you go. Not to exceed 40 hours per week (most weeks will be less).

You will become an approved ICANN vendor.  
The work will be performed as an independent contractor.

Meet with the UASG EAI Working Group on a regular basis

We expect this work to be completed before the end of April 2017, ideally sooner.

### **Desired Characteristics**

- You must be technically proficient and able to write clearly in English
- An understanding of the DNS, Unicode and the IETF IDN and EAI RFC series is vital
- An understanding of email systems, components and software including EAI is essential.
- Experiences with EAI deployment and implementation are preferred.
- Working experience in email industry is an advantage

### **Next Steps**

Please provide us with:

- A brief statement of interest and why you want to do this work and why we should want you to do this work.
- A CV
- A sample of similar writing
- An hourly rate inclusive of all costs.
- Full contact details
- Two references

Deadline for receipt of expressions of interest: **23:00 UTC 2016-11-30**

Send completed expressions to: [don.hollander@icann.org](mailto:don.hollander@icann.org)

If you have any questions, please send those to [don.hollander@icann.org](mailto:don.hollander@icann.org). Please allow 24 hours for answers.

We expect to reach out to a short list of candidates within one week of the closing time.

