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Answer for Section A:

1. Project Scope and Requirements Gathering:

- Understand the Vision: Start by having a thorough discussion with the head of the project to understand the vision, target audience, and specific requirements.

- Feature List: Create a comprehensive list of features needed for the platform, including article access, subscription management, and content categorization.

2. Platform Architecture and Design:

- Choose Wix: Since we want to keep costs minimal, Wix is an excellent choice due to its user-friendly interface and pre-built templates.

- Select a Template: Browse Wix templates related to media, news, or blogs. Choose one that aligns with our vision and customize it as needed.

- Design Layout: Create wireframes or mockups for key pages (homepage, article pages, subscription pages, etc.). Consider user experience (UX) and responsive design.

3. Content Management System (CMS):

- Article Structure: Define the structure of articles (title, body, images, tags, etc.).

Wix Blog App: Utilize Wix’s built-in Blog app for article creation and management. Customize it to match our branding.

- Categories and Tags: Organize articles into categories (e.g., trends, history, personalities) and add relevant tags.

4. User Authentication and Access Control:

- Member Signup/Login: Implement Wix’s Member Signup/Login functionality.

- Subscription Levels: Set up free, premium, and business subscription levels.

- Content Access Rules: Configure Wix permissions to restrict content based on subscription type.

5. Monetization and Payment Integration:

- Payment Gateway: Integrate a payment gateway (e.g., Stripe, PayPal) for recurring payments.

- Subscription Plans: Create subscription plans (monthly/annual) with different pricing tiers.

- Automated Renewals: Set up automatic renewals for paid subscriptions.

6. Content Creation and Publishing Workflow:

- Editorial Workflow: Define the process for creating, editing, and publishing articles.

- Collaboration: Allow multiple authors/editors to collaborate on articles.

- Scheduled Publishing: Schedule articles to go live at specific times.

7. SEO and Marketing:

- SEO Optimization: Optimize articles for search engines using Wix’s SEO tools.

- Social Sharing: Enable social sharing buttons on articles.

- Newsletter Signup: Add a newsletter signup form for email marketing.

8. Event Management and Podcasts:

- Events Page: Create an events page with details about conferences, webinars, and other industry events.

- Podcast Integration: Embed podcast episodes using Wix’s audio player or link to external platforms.

9. Quality Assurance and Testing:

- Functional Testing: Test all features thoroughly, including subscription management, content access, and payment processing.

- Cross-Browser Testing: Ensure compatibility across major browsers.

- Mobile Testing: Verify responsiveness on different devices.

10. Launch and Promotion:

- Domain Setup: Purchase a custom domain (e.g., spacefoodmedia.com).

- Launch Countdown: Create anticipation by announcing the launch date.

- Promotion Strategy: Plan social media campaigns, email newsletters, and collaborations with influencers.

11. Ongoing Maintenance and Updates:

- Regular Content Updates: Keep publishing high-quality articles regularly.

- Bug Fixes and Enhancements: Address any issues promptly.

- Analytics Monitoring: Use Wix Analytics to track user engagement and improve the platform.

Time Management Schedule (2 weeks):

Week 1:

Days 1-2: Requirements gathering and template selection.

Days 3-4: Design layout and wireframes.

Days 5-7: Set up CMS, user authentication, and access control.

Week 2:

Days 8-9: Monetization setup and content workflow.

Days 10-11: SEO optimization, testing, and final adjustments.

Days 12-14: Domain setup, launch, and promotion.

Skills and Expertise Utilized:

Wix Proficiency: Leveraging Wix’s features, templates, and apps.

Project Management: Organizing tasks, setting priorities, and meeting deadlines.

User Experience (UX) Design: Ensuring a seamless experience for users.

Content Strategy: Structuring articles and managing content.

Payment Integration: Setting up recurring payments.

Remember to communicate closely with the development team, monitor progress, and adapt as needed.