**Activities to be undertake for the development of the TACE website.**

1. **Planning and Research**
   1. Define Objectives: Clarify the primary goals and objectives of the website (e.g., information dissemination, student recruitment, stakeholder engagement).
   2. Identify Target Audience: Determine the primary users of the website, such as prospective students, current students, faculty, staff, and alumni.
   3. Competitor Analysis: Analyze websites of similar institutions to identify best practices and areas for differentiation.
   4. Gather Requirements: Collect input from stakeholders to understand their needs and expectations. **Sera, Grivin, Sekanawo, Dan, Felix**
2. **Content Strategy**
   1. Content Inventory: Review existing content to determine what can be reused, updated, or removed.
   2. Content Creation: Develop new content, including text, images, videos, and other media. Ensure content is accurate, engaging, and aligned with the institution’s brand.
   3. Content Organization: Plan the structure and navigation of the website to make information easily accessible. **Sekanawo, Dan, Felix**
3. **Design and User Experience** 
   1. Wireframing and Prototyping: Create wireframes and prototypes to outline the layout and functionality of the website.
   2. Visual Design: Develop a visual design that reflects the institution's branding, including color schemes, typography, and imagery.
   3. Responsive Design: Ensure the website is responsive and works well on all devices, including desktops, tablets, and smartphones.
   4. Accessibility: Design the website to be accessible to all users. **Elliot, James, Precious, Clement.**
4. **Content Management and Governance**
   1. Content Management Plan: Establish procedures for creating, reviewing, and updating content.
   2. Editorial Calendar: Plan and schedule content updates to keep the website current and relevant.
   3. Roles and Permissions: Define roles and permissions for content contributors and editors. **Eliot, James, Precious, Clement**
5. **Testing and Quality Assurance**
   1. Functional Testing: Verify that all website functionalities work correctly, including forms, links, and interactive elements.
   2. Usability Testing: Conduct usability tests with real users to identify and address any user experience issues.
   3. Performance Testing: Test the website’s performance, including load times and responsiveness under different conditions.
   4. Security Testing: Ensure the website is secure and protected against potential threats and vulnerabilities. **James, Precious, Clement**
6. **Launch and Deployment**
   1. Final Review: Conduct a final review of the website to ensure all components are working as intended.
   2. Deployment Plan: Develop a plan for launching the website, including a timeline and checklist.
   3. Go Live: Launch the website and monitor for any immediate issues. **Sekanawo, Dan, Felix, James, Precious, Clement.**
7. **Post-Launch Activities**
   1. Monitoring and Maintenance: Regularly monitor the website for performance, security, and content accuracy. Schedule routine maintenance to address any issues.
   2. Analytics and Reporting: Set up web analytics tools (e.g., Google Analytics) to track user behavior and gather insights for continuous improvement.
   3. User Feedback: Collect feedback from users to identify areas for enhancement and address any problems they encounter.
   4. Continuous Improvement: Regularly update content, add new features, and refine the website based on analytics data and user feedback.
   5. Review and testing with whole team to get feedback and then incorporating the feedback as an additional activity.  **Clement, Sekanawo, Dan, Felix,**

TACE Projects

**SKILL FOR A VIBRANT ECONOMY (SAVE)**

With funding from the World Bank, TACE under the Skills for a Vibrant Economy (SAVE) project is incubating seven youth groups through its experiential learning model focusin on livestock businesses since December 2022. There are a total of 57 students; 30 male and 27 female, participating under SAVE. and the profile for their businesses is as follows:

**ZANTCHITO - ENTREPRENEURSHIP & ACCESS TO FINANCE**

TACE in partnership with Zantchito is implementing business incubation is building MSMEs capacities, growing their business models, and helping them to transition to commercially sustainable agribusiness entities.

The Entrepreneurship and Access to Finance compoent of Zantchito programme is a business incubation programme that supports idea-stage entrepreneurs in Malawi. It provides pre-incubation, incubation, and post-incubation support, as well as Business Development Services (BDS) and access to finance to Technical, Entrepreneurial, and Vocational Training (TEVET) graduates, university graduates, and Micro and Small Enterprises (MSEs) with the aim of helping them to establish sustainable enterprises and create decent, formal jobs. Learn more about the porogramme <https://entrepreneurship.zantchitomalawi.org>.

**GIZ – EYA! ATVET: AGTECH INCUBATION CHALLENGE**

With funding from GIZ, TACE in collaboration with SYNERGY and NxtGen are running AgTech Incubation Challenge Program, with a focus on providing consulting services to aspiring 50 AgTech entrepreneurs. This collaboration brings together the expertise of TACE in developing the minds of youths, with the support of SYNERGY and NxtGen in incubating and developing entrepreneurship in Malawi, to foster innovation and sustainable development in the agricultural sector.

**FoodMA**