Description	Pros & Cons
Chatting via platforms like Facebook, Instagram, etc.	+ Fast, multimedia – Privacy issues
Sending short messages via mobile phone	+ Can be formal & detailed – Slow response time
Real-time audio and video communication over the internet	+ Quick, real-time – No visual cues
Speaking over the telephone	+ Visual + audio – Needs stable internet
Sending written messages via the internet	+ Convenient – Can be misunderstood
Talking in person	+ Immediate feedback – Not always convenient

Type of Communication	Description	Pros & Cons
Face-to-face		+
Phone call		+
Email		+
Text message		+
Video call		+
Social media messaging		+