

## Traditional Information Exchange



When your Grandparents were your age, information exchange took place either by talking to one another face-to-face or on the telephone, or handwriting letters to one another. Nowadays, a lot of our information exchange involves some element of ICT, except for talking face-to-face, which you'll get to do lots of in this activity!

Imagine you've travelled back in time to a period before the Internet and even the telephone were invented. Find out how people exchanged information. Below is some information to help you get started:

### Conversation

Conversation is a social skill that we have developed over thousands of years, but now we are in a technological age, does the availability of personal computers and mobile phone gadgetry mean we don't need to talk?

### Here are some top tips for making conversation:

- If you're new to a situation then start by introducing yourself.
- Look around you, find something to comment on or talk about e.g. the weather, the other people present, the local area, the room or its contents.
- Ask a question.
- Listen to what other people are saying and try to join in with a relevant comment.
- Try and find a common interest to talk about e.g. sport, popular TV programmes or music.
- Talk about what you know and listen for what you can learn.
- Remember to smile and enjoy the conversation.

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### Letter Writing

Writing, like conversation, has developed over hundreds of thousands of years. In the past only the wealthy and well educated people could read and write.

A letter is a written message from one person to another. This is also known as correspondence.

The role of letters in communication has changed significantly since the 19th century. Historically, letters were the only reliable means of communication between two persons in different locations.

Writing, like conversation, can be formal or informal depending on who you are writing to and what you're writing about.

### Research and answer the questions below:

- A. Why was conversation important in the past?
- B. What did it mean 'to chat'?
- C. How else did people communicate in the past?
- D. What is a telegram?
- E. What is a facsimile?

### Now, back to the present! Write down your own ideas and opinions to answer these two questions:

- A. When and how do you use your conversation skills?
- B. When might you send or receive something written by post?