Every day, people talk and listen to each other. They tell each other what they are thinking. They send and receive messages.

Information is passed from one person to another. This is communication.

People talk to communicate with each other. This is called verbal communication. People also communicate with each other without using any words. They use their face and body. This is called body language.

When people talk to each other, they often use body language along with their words.

People write words to communicate. Written messages don’t have to be memorized because people can read them again. A written message can be read a long time after it has been written.

The oldest writing was invented over 5000 years ago. People wrote on clay tablets and used pictures to represent words. We can use this writing to find out how people lived long ago.