



DIRECTOR COMMUNICATION OPTIONS



MICROSOFT TEAMS: INSTANT MESSAGE & FILE COLLABORATION

Pros

- X If you already use Microsoft, it could be an easy transition
- X Mobile and desktop apps
- X Real-time file collaboration
- X Files retained in Sharepoint
- X Very secure
- X Currently free through AMC!

Cons

- X Difficult to use for those who are not already on Microsoft systems
- X Guest users have limitations on external app integration and usage



SLACK: INSTANT MESSAGE & FILE SHARING

Pros

- ✗ User-friendly for pretty much everyone, no matter what software your organization uses
- ✗ Mobile and desktop
- ✗ Can share files

Cons

- ✗ Files are not retained in any other location
- ✗ Limits on storage space
- ✗ No real-time file collaboration
- ✗ \$80 – 150 annually depending on plan



MESSAGE BOARD ON WEBSITE: MESSAGES & FILE SHARING

Pros

- X Accessible through MAWB website, which you may be visiting anyway
- X Customizable
- X User-friendly
- X Unlimited storage
- X File sharing

Cons

- X Expensive: probably about \$3,000
- X Not an “instant message” experience
- X No file collaboration
- X Notifications would be sent via email anyway





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