|  |  |  |
| --- | --- | --- |
| File format | Advantages | Disadvantages |
| Rich Text Document |  |  |
| PDF |  |  |
| Plain Text |  |  |
| HTML |  |  |

Complete this table by stating the advantages and disadvantages of using each of the formats shown to store a word-processed document which has three pages, each with several text paragraphs and a few images.