

What to expect from *Developing an Eye for Accuracy*

Dear Participant

You know how you kick yourself when you make a silly mistake? Perhaps you've got a couple of numbers in the wrong order, or emailed a customer using the incorrect spelling of their name – these little mistakes are not only irritating, they waste a lot of your time and potentially do a lot of damage too.

The cost of mistakes is often considerable. So, it's reassuring to know that accuracy is a skill we can develop just like any other!

All human beings (including your manager) sometimes make mistakes when working with data and information. The good news is that there's a fun, interactive and really practical workshop, called *Developing an Eye for Accuracy*, where you'll learn why mistakes happen and how to use simple and effective accuracy skills.

We'll be asking you to share examples of the data you work with on a day-to-day basis and we'll be giving you lots of hands-on practice with different kinds of information. The two half-day sessions are friendly, supportive and highly participative. And by the end of the workshop you'll know exactly how to read, check and transfer information accurately.

So, come along to *Developing an Eye for Accuracy* – it's fun, it's useful and it's important!

We hope you enjoy the programme.

Best wishes

The Scott Bradbury Accuracy Team

