

# Accurate Written Communication



## August

Errors making you hot and bothered?

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Date: \_\_\_\_\_

Please record your time here: \_\_\_\_\_

(Time limit: 3 minutes)

Score:        / 25

More tests at: [www.accuracyprogramme.co.uk](http://www.accuracyprogramme.co.uk)

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## Accurate Written Communication **August**

Read the words in the left column. Please type/write the corrected word or phrase in the right column.

You don't need to type/write the entire phrase, just the correction. If the information in the left column is correct, leave that line blank.

Remember to time yourself.

LEFT COLUMN	RIGHT COLUMN
Adopt an accuracy mindset.	
Devise a checklist.	
Infruriating errors.	
August rain? The best of summer is gone.	
Named after Augustus Caesar.	
Excepted to arrive before the 10 <sup>th</sup> .	
Be alert to the possibility of error.	
Use an affective sunscream.	
Offer expires on 31st August.	
Holiday time.	
Time to enjoy the beach.	
Six pairs, so twelve in total.	
Thank you for attending the workshop.	
Raspberries, redcurants and blackberries.	
Water your plants in the cooler hours.	
Email sent to participants.	
Broad, runner and french beans.	
The eigth month of the year.	
Take a walk in your local park.	
Theres a Bank Holiday Monday.	
Lasts for 31 days.	
August payment date 08.09.2025.	
Synonyms: lordly, stately, majestic.	
Buckingham Palace open the the public.	
Getting it right first time.	

**Save as a PDF** before reviewing the answers  
(or you will lose your responses)

[Check your answers here](#)

