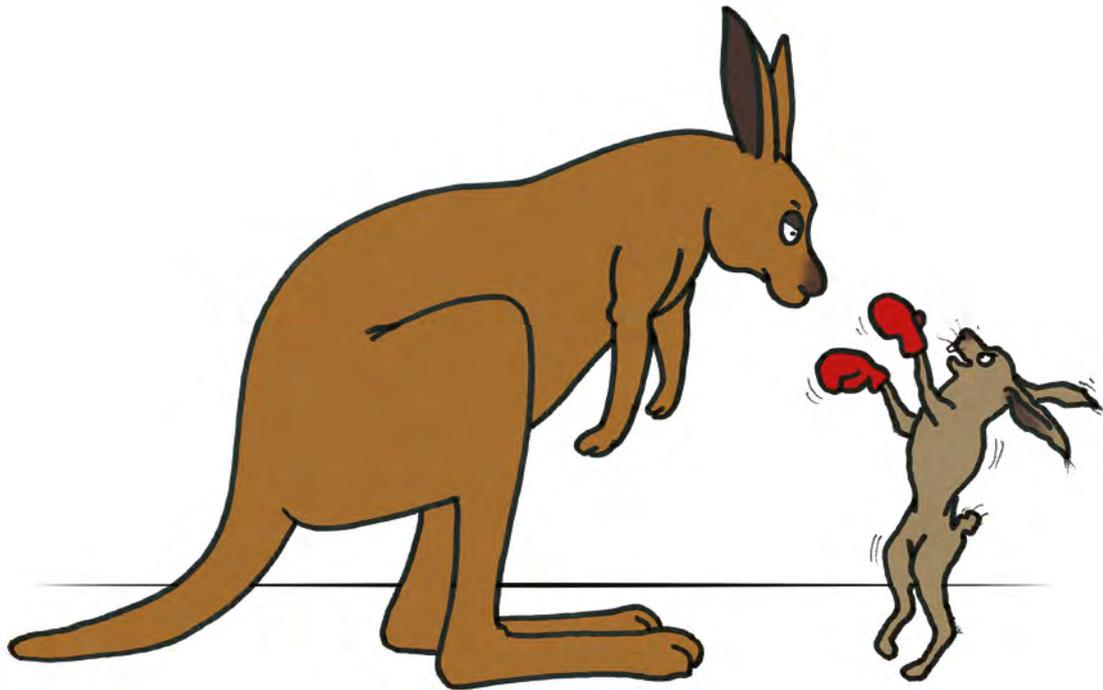


# Accurate Written Communication



## March

Avoiding hare-raising mistakes in March

Name:

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Department:

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Date:

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Please record your time here:

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(Time limit: 3 minutes)

Score: / 25

## Accurate Written Communication *March*

Please check the paired pieces of information in the two columns below. Based on the information provided in Column 1, if the information in Column 2 looks correct to you, put a tick in the 'C' box. If you spot anything that is wrong in Column 2, put a tick in the 'W' box. Remember to time yourself.

Mistakes waste time and cost money	<b>C</b>	<b>W</b>	Don't except mistakes as inevitable
World Book Day	<b>C</b>	<b>W</b>	5 March 2026
Daylight saving	<b>C</b>	<b>W</b>	Put you clocks forward one hour
How many days in March?	<b>C</b>	<b>W</b>	There are thirty-one days in March
The Feast of Saint Patrick	<b>C</b>	<b>W</b>	St. Patricks Day
Average temperature in March	<b>C</b>	<b>W</b>	A low of 10°C and a high of 3°C
Quarter 1 sales target (£)	<b>C</b>	<b>W</b>	\$500,000
Comparison of data sets	<b>C</b>	<b>W</b>	Review similarties and differences
Gardening jobs in March	<b>C</b>	<b>W</b>	Plant out onions, garlic and shallots
Named after the Roman god of war	<b>C</b>	<b>W</b>	Mars
Cambridge area postcode	<b>C</b>	<b>W</b>	CA7 5LL
Seasonal offer deadline	<b>C</b>	<b>W</b>	Orders must be confirmed by 31 March 2026
First day of spring (Northern Hemisphere)	<b>C</b>	<b>W</b>	Friday, 20 March 2026
They were late	<b>C</b>	<b>W</b>	They should of turned their clocks forward
March!	<b>C</b>	<b>W</b>	An order to walk in a military manner
Spring equinox	<b>C</b>	<b>W</b>	Equal hours of daylight and darkness
Holiday booking	<b>C</b>	<b>W</b>	Three nights accomodation with breakfast
Email for Alice Smith at March Hare Ltd	<b>C</b>	<b>W</b>	alison.smith@march-hare.com
Three springtime pleasures	<b>C</b>	<b>W</b>	Warmer weather, longer days and birdsong
Sunday, 1 March	<b>C</b>	<b>W</b>	St. David's Day
Policy renewal date	<b>C</b>	<b>W</b>	29 March 2026
Idiomatic English phrase	<b>C</b>	<b>W</b>	'Mad as March Hare'
Event on 8 March each year	<b>C</b>	<b>W</b>	International Women's Day
In the countryside	<b>C</b>	<b>W</b>	Hares box in the mating season
Mothering Sunday	<b>C</b>	<b>W</b>	More commonly referred to as Mothers Day

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

[Check your answers here](#)

