

# Developing an Eye for Accuracy



**Nip errors in the bud! Resolve to be 'blooming' accurate this new year!**

**JANUARY**

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

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

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

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

(Time limit: 3 minutes)

Score:        / 25

## Developing an Eye for Accuracy **JANUARY**

Compare each item in Column 1 to its match in Column 2. If the items are the same, put a tick in the 'S' column. If the items are different, put a tick in the 'D' column, and then circle the error in Column 2. Please write how long it takes you to complete this exercise on the front of this paper.

New Year's Resolution	S	D	New Year's Resolution
14 <sup>th</sup> January 2020	S	D	14 <sup>th</sup> Janauary 2020
Snowflakes	S	D	Snowflake
Quarter 1 2019	S	D	Quarter 1 2016
Miss Jan Snow	S	D	Miss Jan Snow
8 pantomime tickets	S	D	8 pantomime tickets
Row G Seat 69	S	D	Row C Seat 69
Skiing holiday	S	D	Skiing holiday
Reduced in sale by £9	S	D	Reduced in sale by £9
Woolly jumper: £49.99	S	D	Woolly jumper: £46.99
Reference 5782442	S	D	Reference 5782422
Flight FR7967	S	D	Flight FR7697
Winter Wonderland	S	D	Winter Wonderland
505 snowdrop bulbs	S	D	500 snowdrop bulbs
Dimplex Westcott 5 5kW	S	D	Dimplex Westcott 5 5kW
Winds gusting 60-70mph	S	D	Winds gusting 60-70mhp
Overdraft (£465.55)	S	D	Overdraft (£465.55)
New calendar year Jan-Dec	S	D	New calendar year Jen-Dec
Gift voucher 000788442	S	D	Gift voucher 000788422
January transfer window	S	D	January transfer window
Galanthus nivalis	S	D	Galanthus nivallis
Burns Night 25 January	S	D	Burns Night 25 January
Haggis, neeps and tatties	S	D	Hagis, neeps and tatties
Aquarius	S	D	Aquarius
Twelfth night festival	S	D	Twelfth night festival

# How did you do?

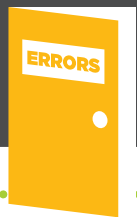
There are just 25 pieces of information to compare and verify in the test – just one mistake equates to a 4% error rate. The test should take no more than three minutes to complete. Imagine if your people made one error every three minutes! That's 20 errors every hour and 140 errors in a seven-hour day. It's easy to see how it mounts up.

## What does it mean?

Our results from the ten most recent courses delivered show participants have an average error rate of 3%. We find people typically spend 19% of their time making, finding and fixing those mistakes. No-one likes having to re-do work and sort out problems arising from mistakes. Accuracy skills training boosts personal effectiveness and organisational efficiency.

**That's 19% of your company's salary bill**

It's like employing your own error department!



Results show a 57% reduction in errors!

**That's £1,932 saved per person per year**



## Proven to work

Since 2003 we have been working with organisations across the UK to improve people's accuracy skills. The training improves the quality of your operations, delivers cost-saving gains and increases productivity. Typically, our participants achieve a 57% reduction in errors. A return on investment saving is calculated through the value of time saved through making fewer errors. The typical saving is £1,932 per person per year. Think also of the savings from fewer fines, fewer compensation payments and improved reputation!

## Which workshop is best for you?

### *Developing an Eye for Accuracy*

Our flagship in-house workshop for people who work with data and information

### *Accurate Written Communication*

Our interactive in-house workshop for people who work with documents and emails

### *Preventing Mistakes at Work*

Our practical in-house workshop for reducing the incidence of 'silly' human error

### *One-day Accuracy Skills*

Our open workshop for individuals seeking to improve their attention to detail



## Contact us for a demo

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

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**Alice Hubbard**

Senior Account Manager, Scott Bradbury Limited.



**ScottBradbury**

Get it right. Do it better.

**Where do we get our facts and figures from?** The results are taken from the last ten *Developing an Eye for Accuracy* workshops delivered. The average salary of the participants is £22,000 (working 37.5 hours per week). Figures last updated September 2019.

# Developing an Eye for Accuracy **JANUARY**

New Year's Resolution	✓	D	New Year's Resolution	
14 <sup>th</sup> January 2020	S	✓	14 <sup>th</sup> January 2020	Extra a
Snowflakes	S	✓	Snowflake	Missing s
Quarter 1 2019	S	✓	Quarter 1 2016	9 not 6
Miss Jan Snow	✓	D	Miss Jan Snow	
8 pantomime tickets	✓	D	8 pantomime tickets	
Row G Seat 69	S	✓	Row C Seat 69	G not C
Skiing holiday	✓	D	Skiing holiday	
Reduced in sale by £9	✓	D	Reduced in sale by £9	
Woolly jumper: £49.99	S	✓	Woolly jumper: £46.99	9 not 6
Reference 5782442	S	✓	Reference 5782422	4 not 2
Flight FR7967	S	✓	Flight FR7697	Transposition
Winter Wonderland	✓	D	Winter Wonderland	
505 snowdrop bulbs	S	✓	500 snowdrop	5 not 0
Dimplex Westcott 5 5kW	✓	D	Dimplex Westcott 5 5kW	
Winds gusting 60-70mph	S	✓	Winds gusting 60-70mhp	Transposition
Overdraft (£465.55)	✓	D	Overdraft (£465.55)	
New calendar year Jan-Dec	S	✓	New calendar year Jan-Dec	a not e
Gift voucher 000788442	S	✓	Gift voucher 000788422	4 not 2
January transfer window	✓	D	January transfer window	
Galanthus nivalis	S	✓	Galanthus nivalis	Extra l
Burns Night 25 January	✓	D	Burns Night 25 January	
Haggis, neeps and tatties	S	✓	Haggis, neeps and tatties	Missing g
Aquarius	✓	D	Aquarius	
Twelfth night festival	✓	D	Twelfth night festival	