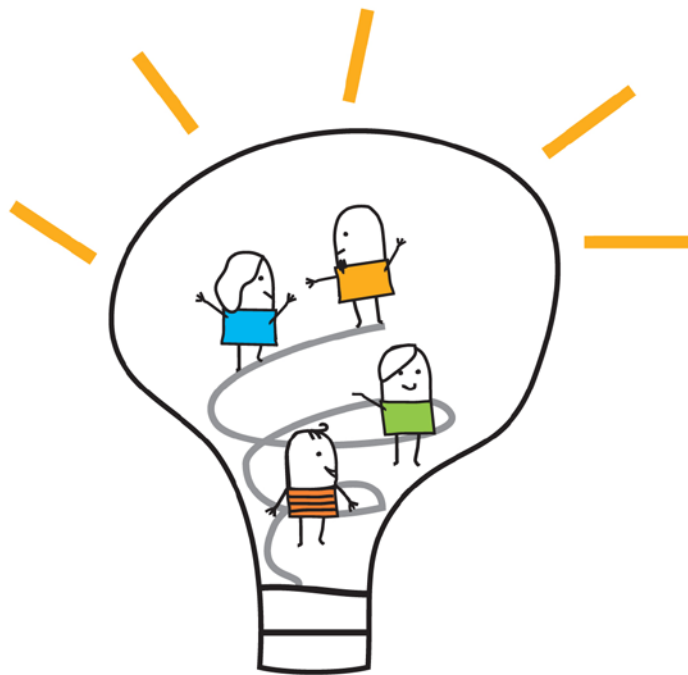


Developing an Eye for Accuracy



Developing your people's accuracy skills is a bright idea!

Learning at Work Week
13th to 19th May 2019

Name: _____

Department: _____

Date: _____

Please record your time here: _____

(Time limit: 3 minutes)

Score: / 25

Developing an Eye for Accuracy

Learning at Work Week
13th to 19th May 2019

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.

| | | | |
|--|---|---|--|
| 13 th to 19 th May 2019 | S | D | 13 th to 19 th May 2019 |
| Learning at Work Week | S | D | Leaning at Work Week |
| Campaign for Learning | S | D | Campaign for Learning |
| Curious & Creative | S | D | Curious & Creative |
| 18 th – 24 th May 2016 | S | D | 18 th – 24 th May 2015 |
| AW948-00G | S | D | AM948-00G |
| #learningatworkweek | S | D | #learningatworkweek |
| Developing an Eye for Accuracy | S | D | Developing an Eye for Accuracy |
| There's a mistake here | S | D | There's a mistake here |
| Preventing Mistakes at Work | S | D | Preventing Mistakes at Work |
| 666886 | S | D | 666866 |
| LAW Week Large Pack £116.80 | S | D | LAW Week Large Pack £118.60 |
| Scott Bradbury | S | D | Scott Bradbury |
| Attention to detail | S | D | Attention to detail |
| accuracy@scottbradbury.co.uk | S | D | accuracy@scottbadbury.co.uk |
| 678,230,668 | S | D | 687,230,668 |
| What will you learn today? | S | D | What will you learn today? |
| 853XVT | S | D | 853XVT |
| A6 postcard 280gsm | S | D | A4 postcard 280gsm |
| 01638 723590 | S | D | 01683 723590 |
| Family Learning Festival | S | D | Family Learning Festival |
| 14 th – 29 th October 2017 | S | D | 14 th – 29 th October 2017 |
| 3 Fordham House Court | S | D | 8 Fordham House Court |
| Errors are costing you a fortune! | S | D | Errors are costnig you a fortune! |
| CB7 5LL | S | D | CB7 5LL |

| | | | |
|--|---|---|---|
| 13 th to 19 th May 2019 | ✓ | D | 13 th to 19 th May 2019 |
| Learning at Work Week | S | ✓ | Learning at Work Missing r |
| Campaign for Learning | ✓ | D | Campaign for Learning |
| Curious & Creative | ✓ | D | Curious & Creative |
| 18 th – 24 th May 2016 | S | ✓ | 18 th – 24 th May 2015 6 not 5 |
| AW948-00G | S | ✓ | AM948-00G W not M |
| #learningatworkweek | ✓ | D | #learningatworkweek |
| Developing an Eye for Accuracy | ✓ | D | Developing an Eye for Accuracy |
| There's a mistake here | ✓ | D | There's a mistake here |
| Preventing Mistakes at Work | ✓ | D | Preventing Mistakes at Work |
| 666886 | S | ✓ | 666866 8 not 6 |
| LAW Week Large Pack £116.80 | S | ✓ | LAW Week Large Pack £118.60 6 not 8 |
| Scott Bradbury | ✓ | D | Scott Bradbury |
| Attention to detail | S | ✓ | Attention to d Missing t |
| accuracy@scottbradbury.co.uk | S | ✓ | accuracy@scottbradbury.co. Missing r |
| 678,230,668 | S | ✓ | 687,230,668 Transposition |
| What will you learn today? | ✓ | D | What will you learn today? |
| 853XVT | ✓ | D | 853XVT |
| A6 postcard 280gsm | S | ✓ | A4 postcard 280gsm 6 not 4 |
| 01638 723590 | S | ✓ | 01683 723590 Transposition |
| Family Learning Festival | ✓ | D | Family Learning Festival |
| 14 th – 29 th October 2017 | ✓ | D | 14 th – 29 th October 2017 |
| 3 Fordham House Court | S | ✓ | 8 Fordham House Court 3 not 8 |
| Errors are costing you a fortune! | S | ✓ | Errors are costing you a fo. Transposition |
| CB7 5LL | ✓ | D | CB7 5LL |

How did you do? And what does it mean?

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.

An average error rate of just 3% wastes around 20% of your salary bill in lost productivity alone. No-one likes having to re-do work and sort out problems arising from mistakes. Accuracy skills training boosts personal effectiveness and organisational efficiency.

Proven to work

For fifteen years we've been working with organisations to improve their people's accuracy skills. Typically, participants achieve a 60% reduction in errors.

Our unique programmes

Developing an Eye for Accuracy – our flagship in-house data accuracy programme for people who work with information

Preventing Mistakes at Work – our practical in-house workshop for reducing the incidence of 'silly' human error

Accurate Documentation Skills – our practical in-house workshop for people who work with written communications

One-day Accuracy Skills – our open course for individuals seeking to improve their attention to detail

Free consultation

A free consultation enables you to explore how accuracy training works and the typical cost savings and productivity gains you can expect to achieve. Pick up useful advice on how accuracy skills training relates to the work your people do and how you can take advantage of the proven methodologies for reducing error.

Contact us

www.accuracyprogramme.co.uk

+44 (0)1638 723590

accuracy@scottbradbury.co.uk



3% **UK NATIONAL
ERROR RATE**

**= 3 IN EVERY 100
TRANSACTIONS CONTAIN AN ERROR**

20% **OF SALARY
BILL SPENT
ON MAKING
AND FINDING
MISTAKES**



**IT'S LIKE
HAVING
YOUR OWN
ERROR
DEPARTMENT**



**TIME
WASTED**



**STRESS
CAUSED**



**MONEY
WASTED**

**DELIVERING
Developing an
Eye for Accuracy
SINCE 2003**

