

Dates

I. RULES

British English: 5 th Oct 2013	American English: Oct 5 th , 2013
The day usually appears before the month.	The month usually appears before the day.
The year is not usually separated from the rest of the date	The year is often separated from the rest of the date with a comma (,)
When we read the date, we use the definite article 'the' before the day and the preposition 'of' before the month	When we read the date, we can say 'the' before the day if we want
British English	American English
5/10/1975	10/5/1975
5th (of) October 1975	October (the) 5th, 1975
the fifth of October, nineteen seventy five	October (the) fifth, nineteen seventy five

II. EXAMPLES

BRITISH ENGLISH	AMERICAN ENGLISH
❖ 12/2/2010 12 th of February 2010 Twelfth of February, two-thousand and ten.	❖ 2/20/2014 February (the)20 th , 2014 February (the) twentieth, two thousand and fourteen
❖ 7/4/2008 7th of April 2008 Seventh of April, two-thousand and eight.	❖ 1/10/2010 January (the) 10 th , 2010 January (the) tenth, two thousand and ten
❖ 20/2/2014 20 th of February 2014 Twentieth of February, two thousand and fourteen	❖ 9/16/2004 September (the)16 th , 2004 September (the) sixteenth, two thousand and four

III. HOW TO READ YEARS

The common rule is to read four-digit years as a pair of 2-digit numbers.

1492 – “fourteen ninety-two”/ **1974** – nineteen, seventy-four

If the tens' digit is zero, you must read that zero as “oh”.

1908 – “nineteen oh eight”/ **1106** – “eleven oh six”

If the last two digits are zero, you must read the two zeros as ‘hundred’

1200 – “twelve hundred”/ **1900** – thirteen hundred”/ **600** – “six hundred”

If the last two digits are zero, you must read the three zeros as ‘thousand’

1000 – “one thousand”/ **2000**- “two thousand”

Three-digit numbers can be read following the common rule or as a normal number.

433 – “four hundred and thirty-three”/ **432** – “four thirty-two”

Dates in the 21st century can be read following the common rule or as ‘two thousand and...’

2007 – “two thousand and seven” / “twenty oh seven”

2012 – “two thousand and twelve” / “twenty twelve”