

## Exercise 2: Structure, Fragments, Splices, and Run-Ons

NAME: \_\_\_\_\_

**Revise the following paragraphs by improving sentence structures and correcting fragments, comma splices, and run-on sentences.**

A Pareto diagram is a special form of vertical bar graph or column graph data classifications are arranged in descending order from left to right. The only exception is a class referred to as “other.” A composite of several very small categories. If it is used, “other” is always located on the far right of the diagram. Even when it is not the smallest of all the classes appearing on the diagram.

Pareto diagrams are useful in problem investigation, they show the priorities of a myriad of problems in a systematic manner. Particularly important when resources are limited. The analytical process has several steps. Selecting classifications, tabulating data, ordering data, and constructing the diagram. Employees who conduct this process often identify important relationships. Previously unnoticed.

Pareto diagrams are used in industrial settings in a variety of ways. They can analyze a problem from a new perspective, for example, rather than arranging manufacturing defects by frequency, the defects can be arranged by dollar losses. Which may change what is labeled as the most important defect. By arranging issues or problems in order of priority, Pareto diagrams differentiate major problems from minor ones and they also enhance communication because employees at all levels can see the same priorities. Another use for Pareto diagrams is to compare data changes during different time periods. Finally Pareto diagrams provide a basis for the construction of a cumulative line. So that employees can determine the percentage of each prioritized item in relation to the overall problem.