

Exercise 9: Parallel Structure

NAME: _____

Revise the following sentences and passages to correct problems with parallel structures.

1. The work-in-progress report is used by a wide variety of employees, ranging from dispatchers to those at managerial levels.
2. I judged the systems on price, effectiveness, special options, and how easily the alarm could be installed.
3. Documentation includes how to load your program into the computer, any error messages from the computer, and limitations on your program.
4. The amount of thermal mass for a house depends on the total area of south glazing, where the mass areas are placed, how much sunlight they will receive, and the types of materials used.
5. The amplitude corresponds to how loud a person is speaking, and the frequency is the pitch of the voice.
6. The first step is to measure the roll surface under ambient conditions. Second, place the test roll into a preheated 200° Fahrenheit oven for three hours. The last step is to remove the test roll from the oven and remeasure the roll surface.
7. The table of contents in a manual for assemblers lists these items:

- a. Air hookup and disconnect
- b. Proper holding of air-driven tools
- c. Changing tips safely on air-driven tools
- d. How to avoid stripping the hardware

8. This bulleted list is from a report:
 - a. STEEL—This material can corrode and is magnetic.
 - b. STAINLESS STEEL—This material is noncorrosive and is nonmagnetic.
 - c. PLASTIC—Nonmetallic and nonconductive
9. **a.** The insulation for a home can be chosen according to the area for installation. In areas of the country where it is cold or if heating or air conditioning is used, the R-value should be raised. Typically, contractors recommend that walls and crawl spaces have insulation rated between R-11 and R-13. Insulation for floors that are unfinished and finished floors should be between R-11 and R-19. Insulation for ceilings can range from R-13 to R-30.

b. The type of insulation determines whether it's fire resistant. Fiberglass blankets and batts are naturally fire resistant. Loose insulation can be made from cellulose, vermiculite, and it is also of fiberglass. Vermiculite and fiberglass are naturally fire resistant; cellulose can smolder or it burns unless chemically treated. Plastic foam insulation is made of urea formaldehyde or polyurethane. Both types are combustible but are chemically treated for safety. Rigid board insulation can be made of polystyrene, polyurethane, or fiberglass. The polystyrene can be extruded or sometimes it is made of molded beads pressed together. Polystyrene and polyurethane, both combustible, are chemically treated for safety.

10. These definitions are listed in a reference manual glossary:

- **LOCK NUTS**—prevent the nut from becoming loose after being properly torqued.
- **NUTS**—are internally threaded fasteners designed to mate with bolts and screws. Nuts are two-sided. The flat side should be against the washer.
- **POP RIVETS**—A rivet is a headed fastener with the shank end designed to be expanded or spread in order to join the work pieces. Rivets are used for inseparable assemblies. Rivets are made of aluminum or steel and come in different sizes. They are fastened with a rivet gun or hand tool.
- **RIVETS**—Rivets that are solid, eyelet, or tubular should be fully seated. Stacking and rolling should be uniform.
- **SEMS**—Are preassembled screws and washers in one unit. These units expedite assembly operations and ensure the presence of a washer in each assembly.
- **STANDOFFS AND SPACERS**—Standoffs and spacers are used to separate work pieces. They may be plastic, metal, ceramic, or phenolic.
- **WASHER**—A part, usually thin, having a centrally located hole or partial slot. The washer performs various functions when assembled between the bearing surface or a fastener and the part being assembled.