



PARETO ANALYSIS WORKSHEET

STEP ONE: Plot the contributing factors based on the number of votes received in order from highest to lowest.

STEP TWO: Calculate the proportion that each factor contributes to the problem. Plot the proportions on the cumulative frequency axis.

STEP THREE: Draw a line from the factor with the highest proportion until it meets the 100 per cent mark on the cumulative frequency axis.

STEP FOUR: Draw a straight line from the 80 per cent mark on the cumulative frequency axis until it meets the curved line.

STEP FIVE: Draw a line straight down from the point of intersection to the x axis on your bar graph.

