

## ACTION VERBS

<b>A</b>	Checked	Directed	Formulated	Inventoried	Obtained
	Clarified	Discovered	Fostered	Investigated	Opened
Accelerated	Classified	Dispensed	Found	Involved	Operated
Accomplished	Coached	Displayed	Fulfilled	Issued	Ordered
Achieved	Collaborated	Dissected	Furnished		Orchestrated
Acted	Collected	Distributed		<b>J</b>	Organized
Activated	Combined	Diverted	<b>G</b>	Joined	Originated
Adapted	Communicated	Documented	Gained	Judged	Outlined
Addressed	Compared	Drafted	Gathered		Overcame
Adjusted	Compiled		Generated	<b>K</b>	Overhauled
Administered	Completed	<b>E</b>	Governed	Kept	<b>P</b>
Advanced	Composed	Earned	Grossed		Participated
Advertised	Computed	Edited	Guided	<b>L</b>	Performed
Advised	Conceived	Educated		Launched	Persuaded
Advocated	Conceptualized	Effected	<b>H</b>	Learned	Photographed
Aided	Conducted	Eliminated	Handled	Lectured	Pinpointed
Allocated	Conferred	Emphasized	Headed	Led	Piloted
Analyzed	Conserved	Employed	Heightened	Lifted	Pioneered
Answered	Consolidated	Encouraged	Helped	Listened	Placed
Applied	Constructed	Enforced	Hired	Located	Planned
Appraised	Consulted	Engineered	Honed	Logged	Played
Approved	Contacted	Enhanced	Hosted		Predicted
Arbitrated	Continued	Enlarged	Hypothesized	<b>M</b>	Prepared
Arranged	Contributed	Enlisted		Maintained	Prescribed
Ascertained	Controlled	Ensured	<b>I</b>	Managed	Presented
Assembled	Converted	Entertained	Identified	Manipulated	Prevented
Assessed	Conveyed	Established	Illustrated	Marketed	Printed
Assigned	Convinced	Estimated	Imagined	Maximized	Prioritized
Assisted	Coordinated	Evaluated	Implemented	Measured	Processed
Attained	Corresponded	Examined	Improved	Mediated	Produced
Augmented	Counseled	Executed	Improvised	Merged	Programmed
Authorized	Created	Expanded	Incorporated	Mobilized	Projected
Awarded	Critiqued	Expedited	Increased	Modified	Promoted
	Cultivated	Experimented	Indexed	Monitored	Proofread
<b>B</b>	Customized	Explained	Influenced	Motivated	Proposed
Balanced		Explored	Informed		Protected
Began	<b>D</b>	Expressed	Initiated	<b>N</b>	Provided
Boosted	Debugged	Extended	Innovated	Navigated	Publicized
Briefed	Decided	Extracted	Inspected	Negotiated	Purchased
Budgeted	Defined		Inspired	Netted	
Built	Delegated	<b>F</b>	Installed		<b>Q</b>
	Delivered	Fabricated	Instituted	<b>O</b>	Qualified
<b>C</b>	Demonstrated	Facilitated	Integrated	Observed	Questioned
Calculated	Designated	Fashioned	Interacted		
Captured	Designed	Finalized	Interpreted		
Cataloged	Detected	Fixed	Interviewed		
Centralized	Determined	Focused	Introduced		
Chaired	Developed	Forecasted	Invented		
Charted	Devised	Formed			
	Diagnosed				

## R

Raised  
 Ran  
 Rated  
 Reached  
 Realized  
 Reasoned  
 Received  
 Recommended  
 Reconciled  
 Recorded  
 Recruited  
 Reduced  
 Referred  
 Regulated  
 Rehabilitated  
 Related  
 Remodeled  
 Rendered  
 Reorganized  
 Repaired  
 Replaced  
 Reported  
 Represented  
 Researched  
 Reshaped  
 Resolved  
 Responded  
 Restored  
 Retrieved  
 Reviewed  
 Revised  
 Revitalized  
 Routed

## S

Saved  
 Scheduled  
 Screened  
 Searched  
 Secured  
 Selected  
 Separated  
 Served  
 Shaped  
 Shared  
 Simplified  
 Simulated  
 Sketched  
 Sold  
 Solved

Sorted  
 Spearheaded  
 Specialized  
 Specified  
 Spoke  
 Sponsored  
 Staffed  
 Standardized  
 Started  
 Streamlined  
 Strengthened  
 Structured  
 Studied  
 Suggested  
 Summarized  
 Supervised  
 Supplied  
 Supported  
 Surpassed  
 Surveyed  
 Sustained  
 Synthesized  
 Systematized

## T

Targeted  
 Taught  
 Terminated  
 Tested  
 Tightened  
 Totaled  
 Tracked  
 Traded  
 Trained  
 Transcribed  
 Transformed  
 Transmitted  
 Translated  
 Traveled  
 Tutored

## U

Uncovered  
 Undertook  
 Unified  
 United  
 Updated  
 Upgraded  
 Used  
 Utilized

## V

Validated  
 Verbalized  
 Verified  
 Vitalized  
 Volunteered

## W

Weighed  
 Widened  
 Won  
 Worked  
 Wrote