

ACTION verbs

Accelerated	Assigned	Collaborated
Accomplished	Assisted	Collected
Achieved	Assumed	Combined
acquired	Assured	Communicated
Acted	Attained	Compared
Activated	Audited	Compiled
Adapted	Authorized	Completed
Addressed	Awarded	Composed
Adjusted	Balanced	Computed
Administered	Began	Conceived
Advanced	Boosted	Conceptualized
Advertised	Bought	Concluded
Advised	Briefed	Condensed
Advocated	Broadened	Conducted
Aided	Budgeted	Conferred
Allocated	Built	Conserved
Analyzed	Calculated	Considered
Answered	Captured	Consolidated
Anticipated	Cataloged	Constructed
Appeared	Caused	Consulted
Applied	Centralized	Contacted
Appointed	Chaired	Continued
Appraised	Changed	Contracted
Approved	Chartered	Contributed
Arbitrated	Checked	Controlled
Arranged	Clarified	Converted
Ascertained	Classified	Conveyed
Assembled	Closed	Convinced
Assessed	Coached	Coordinated

Corresponded	Effected	Forecasted
Counseled	Eliminated	Formed
Created	Emphasized	Formulated
Critiqued	Employed	Fostered
Cultivated	Encouraged	Found
Customized	Endorsed	Founded
Dealt	Enforced	Fulfilled
Debugged	Engineered	Furnished
Decided	Enhanced	Gained
Defined	Enlarged	Gathered
Delegated	Enlisted	Generated
Delivered	Ensured	Governed
Demonstrated	Entertained	Graded
Designated	Established	Granted
Designed	Estimated	Grossed
Detected	Evaluated	Guided
Determined	Examined	Handled
Developed	Executed	Headed
Devised	Expanded	Heightened
Diagnosed	Expedited	Helped
Directed	Experimented	Hired
Discovered	Explained	Honed
Dispensed	Explored	Hosted
Displayed	Expressed	Hypothesized
Discussed	Extended	Identified
Dissected	Extracted	Illustrated
Distributed	Fabricated	Imagined
Diverted	Fashioned	Implemented
Documented	Filed	Improved
Doubled	Filled	Improvised
Drafted	Financed	Incorporated
Earned	Finalized	Increased
Edited	Fixed	Indexed
Educated	Focused	Influenced

Informed	Measured	Prepared
Initiated	Mediated	Prescribed
Innovated	Merged	Presented
Inspected	Minimized	Presided
Inspired	Mobilized	Prevented
Installed	Modified	Printed
Instituted	Monitored	Prioritized
Insured	Motivated	Processed
Integrated	Navigated	Produced
Interacted	Negotiated	Programmed
Interpreted	Netted	Projected
Interviewed	Observed	Promoted
Introduced	Obtained	Proofread
Invented	Opened	Proposed
Inventoried	Operated	Protected
Investigated	Orchestrated	Proved
Involved	Ordered	Provided
Issued	Organized	Publicized
Joined	Originated	Published
Judged	Outlined	Purchased
Kept	Overcame	Qualified
Launched	Overhauled	Questioned
Learned	Oversaw	Raised
Lectured	Participated	Ran
Led	Performed	Rated
Lifted	Persuaded	Reached
Listened	Photographed	Realized
Located	Piloted	Reasoned
Logged	Pinpointed	Received
Maintained	Pioneered	Recommended
Managed	Placed	Reconciled
Manipulated	Planned	Recorded
Marketed	Played	Recruited
Maximized	Predicted	Reduced

Referred	Simplified	Tested
Regulated	Simulated	Tightened
Rehabilitated	Sketched	Totaled
Related	Sold	Tracked
Remodeled	solved	Traded
Rendered	Solved	Trained
Reorganized	Sorted	Transcribed
Repaired	Spearheaded	Transformed
Replaced	Specialized	Translated
Reported	Specified	Transmitted
Represented	Spoke	Traveled
Researched	Sponsored	Tutored
Reshaped	Staffed	Uncovered
Resolved	Standardized	Undertook
Responded	Started	Unified
Restored	Streamlined	United
Retrieved	Strengthened	Updated
Reviewed	Structured	Upgraded
Revised	Studied	Used
Revitalized	Suggested	Utilized
Routed	Summarized	Validated
Saved	Supervised	Verbalized
Scheduled	Supplied	Verified
Screened	Supported	Vitalized
Searched	Surpassed	Volunteered
Secured	Surveyed	Waged
Selected	Sustained	Weighed
Separated	Synthesized	Widened
Served	Systematized	Won
Set up	Targeted	Worked
Shaped	Taught	Wrote
Shared	Terminated	