

ACTION VERBS

Accelerated	hasten, expedite, anticipate, quicken	Compiled	accumulate, amass, assemble, collect, gather, unite
Accepted	approve, condone, sanction	Computed	cipher, compute, determine, conjecture, estimate, judge, figure, predict
Accomplished	cultivate, master, conclude, complete, finish	Conceptualized	consider, contemplate, meditate, ponder, reflect, recall, recollect, conclude, reason, suppose
Achieved	accomplish, attain, reach, fulfill, finish	Confirmed	establish, strengthen, ratify, sanction, endorse, prove, uphold, substantiate
Administered	govern, control, direct, execute, manage	Consolidated	join, combine, affiliate, syndicate, merge, pool, fuse, incorporate, unite
Adopted	embrace, employ, use, utilize, approve, confirm, ratify, sanction	Contacted	communicate, notify, reach, inform
Advised	counsel, recommend, suggest, appraise, inform	Contracted	agreement, arrangement, bargain, covenant
Aided	assist, help, facilitate, expedite	Contributed	donate, endow, augment, bestow, furnish, provide
Analyzed	investigate, study, research, examine, separate	Controlled	command, govern, regulate, direct, master
Appraised	assess, estimate, gauge, value, evaluate, examine, inspect, judge	Converted	change, adapt, reorganize, remodel, regenerate, transform, render, apply
Apprised	advise, counsel, inform, notify, warn	Cooperated	collaborate, participate, conspire, scheme
Approved	accept, appreciate, esteem, confirm, ratify, uphold, allow, condone, permit, sanction	Coordinated	arrange, correlate, match, order, organize, systematize, classify
Arranged	classify, group, order, sort, organize, systemize, orchestrate, schedule, assemble, gather	Correlated	compare, combine, correspond, differentiate
Assembled	congregate, convene, gather, accumulate, collect, compile, build, construct	Counseled	advise, exhort, instruct, admonish, caution, warn, consult, advocate
Assessed	appraise, estimate, measure, consider, evaluate, judge, levy	Created	fashion, organize, constitute, produce, propagate, devise, design, conceive, invent, envision
Assumed	accept, shoulder, surmise, conjecture	Cut	diminish, reduce, curtail, shorten
Audited	check, examine, inspect, probe, verify	Delegated	entrust, appoint, designate, name, assign, authorize, nominate, select
Authorized	empower, enable, entitle, allow, consent to, permit, approve, certify, confirm, ratify, sanction	Delivered	furnish, provide, supply, grant, pronounce
Built	construct, fashion, erect, produce	Demonstrated	substantiate, prove, exhibit, display, illustrate, exemplify
Calculated	cipher, computer, determine, estimate, figure, judge, predict	Described	depict, portray, narrate, recount, relate, report
Changed	alter, convert, correct, modify, transfigure, transform, transpose, substitute	Designed	plan, project, diagram, pattern, construct, create
Checked	examine, inspect, investigate, study, validate, verify	Determined	conclude, decide, resolve, agree upon, define
Clarified	define, explain, simplify, illuminate	Developed	generate, produce, cultivate, compose, create, formulate, construct
Classified	arrange, assort, categorize, order, codify, index, evaluate, rank, rate	Devised	conceive, design, invent, plan
Committed	obligate, pledge, promise, swear, dedicate, devote, assign, confide		

Directed	guide, lead, regulate, govern, conduct, head, manage, advise, consult	Halted	end, stop, terminate, curtail, discontinue, suspend, arrest, check, interrupt, hesitate, pause
Discovered	uncover, ascertain, detect, determine, realize	Helped	aid, assist, serve, extricate, rescue, save, ease, expedite, facilitate, ameliorate, better, improve
Drafted	conscript, select, formulate, outline, plan, sketch	Informed	advise, appraise, familiarize, notify, instruct, teach, tell, denounce, snitch, squeal
Earned	deserve, merit, warrant, win, acquire, obtain, collect, draw, net, reap	Initiated	begin, inaugurate, introduce, launch, open, start, admit, enlist, induct, install, instate
Employed	apply, implement, utilize, operate, use commission, contract, hire, place, engage	Innovated	change, invent, modernize, revolutionize, transform
Engineered	arrange, direct, manage, mastermind, negotiate, plan	Inspected	examine, investigate, peruse, probe, scrutinize
Estimated	appraise, assess, calculate, evaluate, gauge, approximate, figure, guess, judge, reckon	Inspired	animate, encourage, enliven, hearten, motivate, arouse, fire, induce, rouse, stimulate
Evaluated	classify, estimate, measure, rank, rate, survey, weigh	Instituted	begin, enact, establish, found, inaugurate, initiate
Exchanged	reciprocate, substitute, swap, transact	Instructed	educate, school, teach, train, tutor, advise, enlighten, inform, notify, bid, command, order
Expedited	accelerate, hasten, hurry, quicken, advance, facilitate, further, promote	Integrated	desegregate, blind, combine, consolidate, mix, unite
Experienced	accomplished, capable, practiced, skilled, trained, versed, mature, seasoned, veteran	Interfaced	connection, intersection, link, bridge, synapse
Experimented	explore, investigate, probe, sample, search, test	Interpreted	decipher, decode, translate, clarify, explain, explicate, expound, comprehend, understand
Explained	define, demonstrate, illustrate, interpret, resolve, decipher, illuminate, reveal, justify, rationalized	Interviewed	examine, interrogate, question
Facilitated	aid, assist, expedite, ease, simplify, advance, encourage, promote	Introduced	acquaint, familiarize, present, offer, propose, submit, suggest, inaugurate, initiate, interject
Familiarized	accustom, acquaint, habituate, educate, instruct, school, teach	Invested	finance, fund, contribute, donate, spend, allot, devote, give, entrust, grant
Focused	adjust, center, converge, concentrate, direct, fix	Investigated	analyze, examine, explore, inquire into, research, study, test
Forecast	anticipate, expect, predict, project, foresee, prophesy, calculate, determine, gauge	Issued	discharge, emanate, emerge, circulate, dispense, distribute
Formed	construct, fashion, model, mold, pattern, constitute, make, acquire, contract, develop	Justified	absolve, acquit, clear, exculpate, vindicate, prove, excuse, explain, rationalize, defend, support
Formulated	conceive, contrive, devise, invent, draft, frame, plan, prepare, express, state, word	Made	build, create, fabricate, manufacture, fashion, compel, constrain, devise, generate
Furnished	equip, gear, outfit, provide, rig, stock, supply	Mediated	arbitrate, moderate, negotiate, intercede, intervene, compromise, reconcile, settle
Gathered	fold, pleat, pucker, ruffle, meet, unite, accumulate, assemble, collect, harvest	Modified	adjust, alter, change, revise, vary, control
Guided	advise, counsel, direct, conduct, escort, lead, show, maneuver, navigate, pilot, route, steer	Monitored	observe, oversee, regulate, supervise, watch

Observed	comply with, conform to, notice, regard, watch, examine, inspect, scrutinize	Specified	designate, indicate, stipulate, define, delineate, detail, differentiate, enumerate
Optimized	maximize, amplify, augment, expand, increase, magnify	Studied	contemplation, deliberation, meditation, education, instruction, analysis, inquiry
Ordered	bid, charge, command, direct, enjoin, purchase, requisition, send for, arrange, systematize	Submitted	acquiesce, obey, surrender, succumb, yield, introduce, present, propose, suggest
Overcame	conquer, master, surmount, defeat, overthrow, overwhelm, drained	Suggested	hint, imply, insinuate, intimate, advise, counsel, exhort, propose, recommend, submit
Participated	enter, join, take part	Surveyed	overlook, oversee, scan, examine, inspect, observe, chart, graph, map, measure
Persuaded	affect, induce, influence, sway, allure, coax, entice, tempt, convince, sell, win	Tested	check, prove, try, verify, analyze, inspect, investigate, probe, examine, question
Prescribed	decree, dictate, impose, ordain, assign, define, determine, establish	Trained	discipline, instruct, teach, exercise, practice, prepare, rehearse
Procured	acquire, obtain, gain, purchase, secure, capture, grasp, seize	Transmitted	communicate, convey, deliver, dispatch, issue, broadcast, carry, relay, televise
Projected	design, devise, propose, extend, overlap, protrude, calculate, launch, propel	Unified	ally, combine, consolidate, incorporate, join, unite
Proved	ascertain, determine, establish, certify, confirm, demonstrate, document, evidence, examine, verify	Used/Utilized	employ, utilize, exercise, manipulate, operate, wield, deplete, drain, exhaust
Published	advertise, announce, proclaim, promulgate, distribute, issue, market, print, produce	Wrote/Write	author, compose, draft, pen, copy, record, transcribe
Received	acquire, collect, obtain, secure, accept, accommodate, admit, welcome		
Regulated	adjust, direct, govern, manage, monitor, confine, control, limit, restrict		
Replaced	displace, succeed, supplant, reinstate, restore, return		
Represented	depict, enact, illustrate, picture, portray, stage, epitomize, exemplify, symbolize		
Resolved	conclude, decide, determine, settle		
Reviewed	criticize, critique, evaluate, reassess, reevaluate, reexamine		
Revised	amend, change, correct, edit, redo, review		
Saved	deliver, free, rescue, preserve, protect, safeguard, recover, redeem, salvage, economize		
Scheduled	arrange, book, plan, set		
Searched	examine, explore, inspect, investigate, scrutinized, inquiry, inspection, probe		
Selected	choose, designate, pick, prefer, choice, elect, elite, prime, superior		
Simplified	clarify, paraphrase, streamline, aid, ease, facilitate		