

Commonly Used Action Verbs

Achieve	Delegate	Innovate	Publish
Adapt	Demonstrate	Inspect	Qualify
Administer	Design	Install	Raise
Advertise	Detail	Instruct	Recommend
Advise	Determine	Integrate	Reconcile
Analyze	Develop	Interpret	Record
Apply	Direct	Interview	Recruit
Approach	Distribute	Introduce	Reduce
Approve	Draft	Investigate	Regulate
Arrange	Edit	Maintain	Relate
Assemble	Encourage	Manage	Renew
Assess	Establish	Market	Report
Assign	Estimate	Mediate	Represent
Assist	Evaluate	Moderate	Research
Attain	Examine	Modify	Resolve
Budget	Exchange	Monitor	Review
Calculate	Execute	Motivate	Revise
Catalogue	Exhibit	Negotiate	Schedule
Clarify	Expand	Operate	Screen
Collaborate	Expedite	Order	Select
Communicate	Facilitate	Organize	Serve
Compare	Generate	Perceive	Settle
Compile	Govern	Perform	Solve
Conceive	Guide	Persuade	Speak
Conduct	Handle	Plan	Staff
Consult	Hire	Prepare	Standardize
Cooperate	Identify	Present	Stimulate
Coordinate	Implement	Process	Stimulate
Correct	Improve	Produce	Summarize
Counsel	Increase	Program	Supervise
Create	Influence	Promote	Support
Decide	Inform	Propose	Survey
Define	Initiate	Provide	Teach
Update	Write	Publicize	Train