Action Verbs
The following is a list of action verbs that should help you in describing your experiences and activities on your Co-Curricular Involvement Transcript.

Management Skills	Communication Skills	Research Skills	Technical Skills	Teaching Skills	Financial Skills	Creative Skills	Helping Skills	Detail Skills	Accomplishment Verbs
Administered	Addressed	Clarified	Assembled	Adapted	Administered	Acted	Assessed	Approved	Achieved
Analyzed	Arbitrated	Collected	Built	Advised	Allocated	Conceptualized	Assisted	Arranged	Expanded
Assigned	Arranged	Critiqued	Calculated	Clarified	Analyzed	Created	Clarified	Cataloged	Improved
Attained	Authored	Diagnosed	Computed	Coached	Appraised	Customized	Coached	Classified	Pioneered
Chaired	Collaborated	Evaluated	Designed	Communicated	Audited	Designed	Counseled	Collected	Reduced
Consolidated	Convinced	Examined	Devised	Coordinated	Balanced	Developed	Demonstrated	Compiled	Resolved
Contracted	Corresponded	Extracted	Engineered	Demystified	Budgeted	Directed	Diagnosed	Dispatched	Restored
Coordinated	Developed	Identified	Fabricated	Developed	Calculated	Established	Educated	Executed	Spearheaded
Delegated	Directed	Inspected	Maintained	Enabled	Computed	Fashioned	Expedited	Generated	Transformed
Developed	Drafted	Interpreted	Operated	Encouraged	Developed	Founded	Facilitated	Implemented	
Directed	Edited	Interviewed	Overhauled	Evaluated	Forecasted	Illustrated	Familiarized	Inspected	
Evaluated	Enlisted	Investigated	Programmed	Explained	Managed	Initiated	Guided	Monitored	
Executed	Formulated	Organized	Remodeled	Facilitated	Marketed	Instituted	Motivated	Operated	
Improved	Influenced	Reviewed	Repaired	Guided	Planned	Integrated	Referred	Organized	
Increased	Interpreted	Summarized	Solved	Informed	Projected	Introduced	Rehabilitated	Prepared	
Organized	Lectured	Surveyed	Upgraded	Instructed	Researched	Invented	Represented	Processed	
Oversaw	Mediated	Systematized		Persuaded		Originated		Purchased	
Planned	Moderated			Set goals		Performed		Recorded	
Prioritized	Negotiated			Stimulated		Planned		Retrieved	
Produced	Persuaded			Trained		Revitalized		Screened	
Recommended	Promoted					Shaped		Specified	
Reviewed	Publicized							Systematized	
Scheduled	Reconciled							Tabulated	
Strengthened	Recruited							Validated	
Supervised	Spoke								
	Translated								
	Wrote								