

# B A R N A R D *career development*

accelerated  
accomplished  
achieved  
acted  
acted as liaison  
adapted  
adjusted  
administered  
advised  
aided  
allocated  
amended  
amplified  
analyzed  
answered  
applied  
appointed  
approved  
arbitrated  
arranged  
assisted  
assumed  
attained  
audited  
augmented  
awarded  
began  
broadened  
brought  
built  
calculated  
catalogued  
chaired  
collected  
commented  
communicated  
compared  
compiled  
completed  
computed  
conceived  
conceptualized

condensed  
conducted  
consolidated  
constructed  
consulted  
contracted  
contributed  
contrived  
controlled  
convinced  
cooperated  
coordinated  
corrected  
counseled  
created  
cut  
dealt  
defined  
delegated  
delivered  
demonstrated  
designed  
determined  
developed  
devised  
devoted  
diagrammed  
directed  
displayed  
distributed  
documented  
drafted  
edited  
effected  
elected  
eliminated  
employed  
encouraged  
enlarged  
enlisted  
established  
estimated

evaluated  
examined  
executed  
expanded  
expedited  
extended  
fabricated  
facilitated  
focused  
forecast  
formalized  
formulated  
fortified  
founded  
gathered  
generated  
governed  
guided  
handled  
harmonized  
headed  
implemented  
improved  
incorporated  
increased  
influenced  
initiated  
inspected  
installed  
instituted  
instructed  
interpreted  
interviewed  
introduced  
invented  
investigated  
issued  
launched  
lectured  
led  
listed  
maintained

# B A R N A R D *career development*

managed  
mediated  
moderated  
modified  
molded  
monitored  
motivated  
negotiated  
observed  
offered  
opened  
operated  
organized  
oriented  
originated  
overhauled  
participated  
performed  
persuaded  
pinpointed  
planned  
prepared  
presented  
preserved  
presided  
processed  
produced  
programmed  
promoted  
proposed  
proved  
provided  
published  
purchased  
received  
recommended  
reconciled  
recorded  
recruited  
rectified  
reduced  
regulated

rehearsed  
reinforced  
reported  
researched  
reshaped  
restored  
resulted  
revamped  
reviewed  
revised  
scheduled  
selected  
served  
serviced  
set up  
simplified  
sold  
solved  
specialized  
started  
stimulated  
streamlined  
strengthened  
structured  
studied  
substituted  
suggested  
summarized  
superseded  
supervised  
supported  
systematized  
taught  
terminated  
tested  
traces  
trained  
transferred  
translated  
traveled  
trimmed  
tutored

unified  
updated  
used  
utilized  
volunteered  
widened  
worked  
wrote

Also, don't forget that  
most verbs can serve  
double duty with the  
prefix re!