



# COLLEGE OF EDUCATION AND HUMAN SCIENCES

## Resume Verbs:

### Teacher Learning, Teacher Education

#### Accomplishment

Achieved, Completed, Exceeded,  
Pioneered, Resolved, Restored,  
Succeeded, Surpassed

#### Communication

Addressed, Advertised, Arbitrated,  
Arranged, Articulated, Authored,  
Clarified, Collaborated, Communicated,  
Condensed, Conferred, Consulted,  
Contacted, Conveyed, Convinced,  
Corresponded, Debated, Defined,  
Described, Developed, Directed,  
Discussed, Drafted, Edited, Elicited,  
Enlisted, Explained, Expressed,  
Furnished, Incorporated, Influenced,  
Interacted, Interpreted, Interviewed,  
Involved, Joined, Judged, Lectured,  
Listened, Marketed, Mediated,  
Moderated, Negotiated, Observed,  
Outlined, Participated, Persuaded,  
Presented, Promoted, Proposed,  
Publicized, Reconciled, Recruited,  
Reinforced, Reported, Resolved,  
Responded, Solicited, Specified, Spoke,  
Suggested, Summarized, Synthesized,  
Translated, Wrote

#### Creative

Acted. Adapted, Composed,  
Conceptualized, Created, Customized,  
Designed, Developed, Directed,  
Displayed, Entertained, Established,  
Fashioned, Formulated, Founded,  
Transformed, Illustrated, Initiated,  
Instituted, Integrated, Introduced,  
Invented, Modeled, Modified,  
Originated, Performed, Photographed,  
Planned, Revised, Shaped, Solved

#### Instructional

Adapted, Advised, Clarified, Coached,  
Communicated, Conducted,  
Coordinated, Critiqued, Developed,  
Enabled, Encouraged, Evaluated,  
Explained, Focused, Guided,  
Individualized, Informed, Instilled,  
Instructed, Persuaded, Set goals,  
Simulated, Taught, Tested, Trained,  
Transmitted, Tutored, Administered,  
Adjusted, Allocated, Analyzed,  
Appraised, Assessed, Audited,  
Balanced, Budgeted, Calculated,  
Computed, Conserved, Corrected,  
Determined, Developed, Estimated,  
Forecasted, Managed, Marketed,  
Measured, Planned, Prepared,  
Programmed, Projected, Reconciled,  
Reduced, Researched, Retrieved

### **Leadership**

Administered, Appointed, Approved, Assigned, Attained, Authorized, Chaired, Considered, Consolidated, Contracted, Controlled, Converted, Coordinated, Decided, Delegated, Developed, Directed, Eliminated, Emphasized, Enforced, Enhanced, Established, Executed, Handled, Headed, Hired, Hosted, Improved, Incorporated, Increased, Initiated, Inspected, Instituted, Led, Managed, Merged, Motivated, Organized, Originated, Overhauled, Oversaw, Panned, Presided, Prioritized, Recommended, Reorganized, Replaced, Restored, Reviewed, Scheduled, Secured, Selected, Streamlined, Strengthened, Supervised, Terminated

### **Organization/ Detail**

Approved, Arranged, Catalogued, Categorized, Charted, Classified, Coded, Collected, Compiled, Corrected, Distributed, Filed, Generated, Implemented, Incorporated, Inspected, Monitored, Operated, Ordered, Organized, Prepared, Processed, Registered, Reviewed, Routed, Scheduled, Submitted, Standardized, Systematized, Updated, Validated

### **Helping**

Advocated, Aided, Answered, Arranged, Assessed, Assisted, Cared for, Clarified, Collaborated, Contributed, Counseled, Demonstrated, Diagnosed, Encouraged, Ensured, Expedited, Facilitated, Furthered, Guided, Insured, Intervened, Motivated, Provided, Referred, Rehabilitated, Represented, Supplied, Supported

### **Research**

Analyzed, Clarified, Collected, Compared, Conducted, Critiqued, Conducted, Detected, Determined, Diagnosed, Evaluated, Experimented, Explored, Extracted, Formulated, Gathered, Identified, Inspected, Interpreted, Interviewed, Invented, Investigated, Located, Measured, Organized, Researched, Reviewed, Searched, Solved, Summarized, Surveyed, Systematized, Tested

### **Technical**

Adapted, Applied, Assembled, Built, Calculated, Computed, Conserved, Constructed, Converted, Designed, Determined, Developed, Engineered, Fabricated, Installed, Maintained, Operated, Overhauled, Printed, Programmed, Regulated, Remodeled, Repaired, Replaced, Restored, Solved, Specialized, Standardized, Studied, Upgraded