**DECISION MAKING**

ACCEPT ACTIVATE APPROVE AUTHORIZE DECIDE RENDER REQUIRED SOLVE TERMINATE TEST

**SUPERVISION**

ADHERE ASSESS ASSIGN COUNSEL DEFINE DELEGATE DEMONSTRATE DEVELOP ENCOURAGE EXERCISE FOSTER MANAGE

MEET PARTICIPATE REPORT REQUEST SUPERVISE

**HELPING**

ARRANGE ASSIST CONTRIBUTE COUNSEL GIVE

GUIDE INITIATE SERVE SOLVE

**MANAGEMENT**

ADJUDICATE ANALYZE ANTICIPATE APPROVE DIRECT ESTABLISH EVALUATE EXECUTE MANAGE MEET ORGANIZE PLAN

**PERSONNEL**

APPRAISE DISCHARGE EMPLOY HANDLE INTERVIEW PROMOTE RECRUIT SCREEN SEEK SELECT TRAIN TRANSFER

**ADMINISTRATION**

ADMINISTER ENGAGE FURNISH INSURE JUSTIFY PROCESS PROCURE PURCHASE RECEIVE RECLAIM REJECT REQUISITION SECURE SHIP

STORE SUPPLY

**CHANGES**

ACTIVATE COMPARE CREATE DESIGN ESTABLISH IMPROVE MAKE MODIFY STIMULATE UPGRADE

**RESEARCH**

ANALYZE COMPILE DEFINE DETERMINE DEVELOP EVALUATE IDENTIFY INVESTIGATE PREPARE PROPOSE RECOMMEND RESEARCH REVIEW SUBMIT

**PERSONNEL**

APPRAISE DISCHARGE EMPLOY HANDLE INTERVIEW PROMOTE RECRUIT SCREEN SEEK SELECT TRAIN TRANSFER

**PLANNING & CONTROL**

ACQUIRE ALLOCATE ASSUME CONTROL EXTEND FORECAST FORMULATE MEASURE MONITOR PLAN PROGRESS SCHEDULE

**COMMUNICATION**

CONTACT CRITIQUE DECLARE DISPLAY INFORM INTERPRET ISSUE SPEAK TESTIFY WRITE

**EXTERNAL ACTIVITIES**

COOPERATE COORDINATE NEGOTIATE PUBLICIZE REPRESENT STRENGTHEN