

POWER WORDS

These power words will help enhance your personal statement

This following guide will help you improve every aspect of your personal statement by using direct, positive and appropriate language. It is important, however, to understand the meanings of these words and integrate them into your writing where necessary and not to simply list them. Remember that you need to make your personal statement stand out from the rest!

ACTION VERBS THAT WILL HELP DESCRIBE YOUR FUNCTIONAL SKILLS:

Acted	Cultivated	Generated	Memorised	Operated	Substantiated
Computed	Followed	Logged	Classified	Researched	Projected
Expanded	Kept	Bought	Empathised	Ordered	Succeeded
Indexed	Approved	Detected	Illustrated	Responded	Promoted
Adapted	Dealt	Governed	Mentored	Organised	Supervised
Conceived	Formulated	Made	Coached	Reviewed	Proved
Experimented	Learned	Budgeted	Enforced	Originated	Surveyed
Initiated	Arranged	Directed	Imagined	Scheduled	Published
Addressed	Decided	Guided	Met	Perfected	Taught
Coordinated	Founded	Maintained	Collected	Schemed	Queried
Extracted	Lectured	Built	Established	Performed	Theorised
Inspected	Ascertained	Documented	Implemented	Screened	Questioned
Administered	Defined	Handled	Modelled	Persuaded	Trained
Copied	Gained	Managed	Communicated	Shaped	Ran
Facilitated	Led	Calculated	Estimated	Planned	Translated
Interpreted	Assisted	Drove	Improved	Spoke	Rationalised
Advised	Delegated	Headed	Observed	Practised	Utilised
Counselled	Gathered	Manipulated	Compared	Specialised	Reasoned
Financed	Lifted	Chartered	Evaluated	Predicated	Validated
Investigated	Attained	Edited	Improvised	Strategized	Received
Allocated	Delivered	Helped	Obtained	Prepared	Verified
Created	Gave	Medicated	Completed	Stressed	Recorded
Fixed	Listened	Checked	Examined	Produced	Wrote
Judged	Audited	Eliminated	Increased	Studied	Relied
Analysed	Designed	Identified	Offered	Programmed	

ADAPTIVE SKILL WORDS THAT DESCRIBE PERSONAL TRAITS:

Active	Dependable	Enterprising	Instrumental	Positive	Successful
Adaptable	Determined	Experienced	Personable	Sensitive	Objective
Adept	Diplomatic	Fair	Self-reliant	Mature	Resourceful
Broad-minded	Disciplined	Forceful	Logical	Productive	Tactful
Competent	Discreet	Firm	Pleasant	Sincere	Outgoing
Conscientious	Efficient	Honest	Sense of humour	Methodical	
Creative	Energetic	Innovative	Loyal	Reliable	

You now have a list of skills and qualities that can be applied to your personal statement. All the essential criteria surrounding yourself and your expertise needs to be added within your application in a way that is compelling and interesting to the reader. However, it is vital that you actually possess these adaptive skills before including them within your statement.