

10 BUSINESS VERBS ENDING IN “-IZE”

to maximize to harmonize to prioritize
to standardize to optimize to finalize
to visualize to minimize to centralize
to synchronize

1. The changes have been designed to **optimize** the efficiency of the organization.
2. Age affects the way people **prioritize** their goals.
3. Sweden is proposing an international agreement that will **harmonize** practices throughout the EU.
4. You can **synchronize** your calendar with your GPS device and be alerted when you need to leave for an appointment.
5. Try to **visualize** how the website will look when it's finished.
6. The company decided to **centralize** various functions, especially accounting and reporting.
7. Please **minimize** all open windows.
8. We still need to **finalize** a few details before signing the contract.
9. We **standardized** car parts so that one type will fit any model of car we make.
10. I rearranged the furniture to **maximize** the space in my office.