## HE KUPU HOU MŌ TE TARI (2)

to administer	whakahaere	to listen to	whakarongo
to advise	tohutohu	to look at	titiro)
to agree with	whakaae	to look for	kimi
to answer	whakahoki; whakautu	to maintain	whakaū
to ask (questions)	pātai	to meet (to encounter)	tūtaki
to ask for	īnoi; tono	to meet	hui
to attach (to documents	āpiti; tāpiri	to motivate	whakaara
etc.)		to obtain	whiwhi
to begin (tasks etc.)	tīmata	to open	huaki; whakatuwhera
to bring	hari mai	to order	tono
to buy	hoko	to photocopy	whakaahua
to carry	kawe	to promote (staff)	whakanui
to change (appointments	whakarerekē		wero
etc.)		to punch (documents)	
to close	kati	to read	pānui
to complete (tasks etc.)	whakaoti	to receive	riro
to coordinate	whakarite	to reply	whakahoki; whakautu
to correct	whakatikatika	to research	rangahau
to date (letters etc.)	whakarā	to resign	whakawātea
to develop (policy)	whakatutuki	to sack (staff)	pana; whakarere atu
to dictate	pānui-ā-waha	to seal (letters)	whakakopi
to disagree with	whakahē	to search for	kimi
to discuss	matapaki	to sell	hoko
to distribute	tohatoha	to send	tuku
to draw	tuhi	to show	whakaatu
to enclose (with letters)	rau	to sign (letters etc.)	haina
to enter (to go in)	uru	to sit	noho
to enter (data)	whakauru	to speak	kōrero
to establish	whakatū	to stack	tāpae
to examine	tirotiro	to stand	tū
to explain	whakamārama	to stamp (with a rubber	whakapou
to fasten	whakamau	stamp)	1
to fetch	tiki	to staple	whakatēpara
to file	whakakōnae	to stick (with glue etc.)	whakapiri
to finish (tasks etc.)	whakaoti	to store	tāpui; tohu
to follow	whai		whakatakoto
to formulate (policy)	whakahiato	to submit (reports etc.)	whakahaere
to frank (letters)	whakapane	to supervise	
to go down	heke	to take away	hari atu
to go up	piki	to telephone	waea
to greet	mihi	to throw (away)	porowhiu; whiu
to help	āwhina	to train	whakaako; whakangungu
to hire (staff)	whakauru	to transfer (calls,	whakawhiti
to hold	pupuri	personnel)	
to implement (policy)	whakatinana	to translate	whakamāori-ā-tuhi
to inform	whakamōhio	to turn off (machines etc.)	whakaweto
to interpret	whakamāori-ā-waha	to turn on (machines etc.)	whakakā
to interview	uiui	to type	patopato
to invite	pōwhiri	to wait for	tatari
to lead	ārahi	to welcome (visitors)	whakatau
to leave (to go away)	wehe atu	to wrap	pōkai
to leave (to go out)	puta	to write	tuhi