DESERVED

The Deserved Prep Sheet

Advisory for women seeking their next raise or promotion

Six steps to get ready for the raise or promotion conversation. Write your answers in, say them out loud, and walk in prepared.

Step 1 · Name your ask

Write the specific raise, title, or scope you want, in one sentence. If you cannot say it in one sentence, it is not ready to ask for.

Step 2 · Gather your evidence

List your results in their numbers: revenue, savings, projects shipped, people managed, problems solved. Specific beats impressive.

Step 3 · Know the market

Note what comparable roles pay and where you found it: salary data, current job posts, people you trust. Bring sources, not vibes.

Step 4 · See their side

What does your manager need to make the case upward? Write the budget cycle, the timing, and the story they will tell their boss.

Step 5 · Rehearse out loud

Practice the actual conversation with someone who will push back. When you hear a concern, build on it instead of stopping at no. Note the phrases that worked.

Step 6 · Plan the follow-up

Before you leave the room, agree the next step and the date. Then recap in writing. Write your follow-up plan here.

> **Preparation, not a promise**
>
> This sheet helps you walk in ready. It cannot guarantee the outcome - no honest worksheet can.