



Raise Prep Workbook

Your case, on paper

General educational information, not legal or career advice.
No approach guarantees a raise or offer. Employment laws vary by state.
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Write wins down when they happen. Numbers and names make them stronger.

[illegible]

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Match role, level, industry and location. Use at least three sources.

[illegible]



Your number

Decide before the conversation, not during it.

Current salary

My target (specific)

The lowest I'd accept

If salary is fixed, I'd also value

When raise decisions are made

Try the raise value calculator at dimeboost.com to see what the difference is worth over the years.



Talking points

Your case in three short points: results, responsibility, market.

1. My strongest result

2. How my role has grown

3. What the market pays

My opening sentence

If they say no, I'll ask

Follow-up

Confirm what was agreed in writing, the same day.

Meeting date

What was agreed

Starts from

Revisit date (if not yet)

Follow-up email sent

After the meeting		Done
☐	Sent a thank-you and confirmation email	
☐	Checked the change on my next pay stub	
☐	Put the revisit date in my calendar	
☐	Kept updating my wins log	

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