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The Anatomy of a Request

A request is: specific, actionable, present or future focused, and open to a "yes" or a "no."

1. Begin with your "yes"

Help the other person understand what you're moving toward

☐ What you'd like

- "I'd like..."
- "I'd enjoy..."
- "I'm hoping..."

☐ What matters

- "It's important to me that..."
- "I value..."
- "I'd appreciate..."
- "It would mean a lot to me if..."

☐ How it helps

- *"It helps me when..."*
- *"It would help me..."*

2. Make a specific request: an action, a conversation, an experiment

- "Would you be willing to...?"
- "Could we...?"
- "Would it work for you to...?"

Examples:

☐ What you'd like

- I'd like to shift our conversation. Would you be willing to talk about something else?
- I'd like us to stay with today's agenda. Would you be willing to make a note of that topic so we can decide together when to address it?

☐ What matters

- I'd appreciate finishing the agenda before we move on. Would you be willing to hold questions until the end?
- I'd appreciate finding a way to share the workload more evenly. Would you be willing to sit down together and divide up the household tasks?

☐ How it helps

- I enjoy spending time with you. If you need to change plans, would you be willing to let me know the day before whenever possible?
- I'd rather give you my full attention than divide it. Would you be willing to let me finish this first, and then we can talk?
- It would help me feel like we're sharing the workload more evenly. Would you be willing to take care of the dishes on Tuesday and Thursday?