

negotiation **skills**

COURSE HIGHLIGHTS

- How to utilize the negotiation cycle
- Utilizing a target balance sheet
- How to identify interests and use them to properly plan to negotiate
- Defining the bottom line and the best alternative to a negotiated agreement
- Determining a walk away strategy and when to use it
- Executing a negotiation and proper follow up

THE DAY'S FORMAT

Discussion: Negotiation based on mutual benefits – 2 hours

Exercise: Hard/soft negotiation – 1 hour

Theory: The negotiation cycle – 1 hour

Exercise: Three party coalition – 1 hour

PRICE: \$250 per person

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LOCATIONS

“Negotiation is two men in a life boat trying to figure out how to get the boat moving in a positive direction, not sitting there saying ‘I’m going to sink the boat if you disagree with me.’”

NEGOTIATIONS HAPPEN EVERY DAY.

Whether it is with your boss, your customers, or even with your spouse, we are constantly negotiating, which is why these skills are so significant.

A successful negotiation produces an agreement where everyone wins and no damage is done to the consumer relationship. This can be accomplished by using an alternative negotiation method based on merit and interests instead of taking up positions and battling it out.

This course teaches business professionals how to utilize proper negotiation skills, which are not only key in many business transactions, but can also help construct and maintain essential workplace relationships.

