

Core Negotiation Skills

A One Day Primer

Negotiation is a key skill that, when mastered, can enhance communications and provide better results from communication. This one-day course will teach participants the basics of negotiation, how to prepare to negotiate, ways to respond to negotiation challenges, how to create win-win solutions, and how to create sustainable agreements.

How You Will Benefit:

- Understand the basic principles of negotiation
- Prepare for negotiation
- Respond to challenges
- Create win-win situations
- Develop sustainable agreements

What You Will Cover:

Define negotiation.

Use key success strategies.

Apply different negotiation approaches.

Establish rules that lead to effective negotiation.

Effectively prepare the research that is required to negotiate, including your BATNA, WATNA, WAP, and ZOPA

Set limits.

Maintain composure when things get heated.

Collaborate and foster cooperation.

Remain focused.

Keep an open mind.

Decide what kind of relationship we wish to foster.

Use additional resources and expertise.

Keep an open mind.

Create a sustainable agreement.

Incorporate everyone's perspective.

Gain consensus.