

Negotiation skills

Reach agreement with confidence

Increasingly, corporate success is determined by the skills of the negotiating parties.

This hands-on program acknowledges the truth that we all need to manage agreement in our daily lives. The participants on this introductory program will explore a range of negotiating issues. They will do so actively and practically to ensure they have a strong foundation for negotiating successful agreements.

Negotiating skills is an intensive program where participants learn and practice these skills using a variety of case studies and with different people to build confidence in their negotiating proficiency in different situations.

Recommended for

Managers, team leaders, project managers, or anyone who needs to reach agreement with others on matters of importance.

Purpose of the program

The participants on this introductory program will explore a range of basic negotiating principles and skills. They will do so actively and practically to ensure they have a strong foundation for negotiating successful agreements.

Program content

- The principles, stages and techniques of negotiation
- Your negotiation style and how to amend according to the situation
- Planning and using the ten-step approach
- Relationships, Common ground and BATNA
- The terms of agreement
- Negotiation tactics and strategies
- Styles and influence
- Applied questioning techniques
- Deadlocks and "old bones",
- Using human satisfiers.
- Application to up to 4 negotiations

Master the skills

This is a highly interactive and practical program. In the workshop, participants will conduct up to four negotiations. It will also include the following:

- Personal negotiating profiles will be established
- Extensive and detailed course notes will be provided
- A variety of unique cases will be negotiated with different people to ensure a breadth of learning
- Simple and practical pocket notes will be provided, which summarise the main planning and interactive skills
- Each negotiation is reviewed and assessed against a set of skills by each party to the negotiation
- On the last day of the program participants will plan the negotiations brought from their workplaces
- All learning is recorded in a Personal Learning Journal

Discover it, learn it, practise it, make it your own
then do it for real!

Create your innovative workplace:

- Two-hour creativity taster for your team
- Half day and full day creativity and innovation workshops for workplaces
- Innovation leadership development
- Key note presentations and breakout workshops
- Innovation consulting – create an innovation culture in your organisation

Results through **INNOVATION**