

Negotiation

5 one-day workshop-style seminars over 5 months, for managers, negotiators and project managers who wish to self-assess and develop their negotiation and persuasion skills (max 12 participants).

Seminar 1 Art of Negotiation	<ul style="list-style-type: none">• Negotiation as a basic life skill• Self-assessment of negotiation practices• An overview of the negotiation process and phases• Planning for negotiations
<i>During the 4-6 weeks between Seminars: implementation of new ideas and insights at work</i>	
Seminar 2 Planning for Negotiations	<ul style="list-style-type: none">• Report Back: exchange of implementation plans since Seminar 1• Getting facts• Negotiation objectives• Clarifying your settlement range
<i>During the 4-6 weeks between Seminars: implementation of new ideas and insights at work</i>	
Seminar 3 At the bargaining Table	<ul style="list-style-type: none">• Report Back: exchange of results since Seminar 2• Negotiation tactics to resist power and leverage• Listening skills and body language• Extracting and granting concessions to maintain credibility
<i>During the 4-6 weeks between Seminars: implementation of new ideas and insights at work</i>	
Seminar 4 Reaching Agreement	<ul style="list-style-type: none">• Report Back: exchange of results since Seminar 3• Cooperative modes of negotiation• Breaking any impasse• Coping with deadlock and fallback solutions
<i>During the 4-6 weeks between Seminars: implementation of new ideas and insights at work</i>	
Seminar 5 The Winning Negotiator	<ul style="list-style-type: none">• Report Back: exchange of results since Seminar 4• Various negotiation role play situations• Developing a negotiation improvement plan• Programme review