

# Essentials of Negotiations

 4 Hours



## Learning Objectives

- + Learn how to negotiate with confidence
- + How to prepare for a negotiation
- + How to create a win-win outcomes during negotiations
- + Understand habits of great negotiators
- + Need to practice negotiating in a safe environment



## Learning Tools

- + Videos
- + Stories
- + Real life work scenarios
- + Group Exercises
- + Self Assessment
- + Infographics



## Your Takeaways

- + Skilfully craft long term win-win agreements
- + Overcome barriers to effective negotiation
- + Develop personal strategies for successful negotiations

## Learning Modules

- + The structure of effective negotiations
- + How to prepare effectively for win-win
- + The principles behind collaborative negotiations
- + How to listen effectively and discover the other parties needs
- + How to creatively use variables to achieve win-outcomes
- + How to avoid the common mistakes many negotiators make
- + How to trade effectively