



Negotiation Skills

Aims

This interactive course is designed to develop individual negotiation styles and enable delegates to identify the practical skills when negotiating and apply them to a successful outcome.

Objectives

By the end of this course you will be able to

- Understand the key skills required for successful negotiations
- Implement a four stage negotiation technique
- Recognise and implement a win-win approach
- Understand and apply effective communication skills
- Use the power of influence

Who Should Attend

All managers, team leaders and staff who want to develop practical skills in win-win negotiations.

Course Content

- Characteristics of a skilled negotiator
- Recognising negotiation opportunities
- Intuitive negotiation skills
- Four stages of negotiation
- Win-win approach
- Planning and preparation
- Communication
- The power of persuasion

Duration

1 Day