

Introduction to Negotiation - Online

This course provides an introduction and overview to the art of negotiation, for use in both a personal and business environment.

Background to Negotiation

- Definition
- Reasons for Negotiating
- When to Negotiate
- Stages of Negotiation
- Negotiation Rituals and Markers

The Principles of Negotiation

- Understanding your BATNA
- Other Principles

Planning for Negotiations

- Doing your Homework
- Strategy and Objectives
- Where and When to Conduct the Negotiation
- Formulating the Negotiation Plan
- Where to from here?

Negotiation Power

- Types of Negotiation Power
- Negotiations and Ethics

Negotiation Styles

- What is Your Negotiating Style?
- The Effective Negotiator

Negotiation Tactics

- Positive Tactics
- Negative Tactics

- Dealing with Tactics

The Psychology and Emotions of Negotiating

- What's in it for Them?
- Understanding the Motivation behind the Negotiation
- Reading the Opposition
- Controlling your Emotions

Fee: \$350.00 inclusive of GST