PROFESSIONAL DEVELOPMENT TRAINING

09 884 0762

REQUEST QUOTE

0.5 DAY COURSE

Negotiation Training - 3hours

The PD Training Negotiation Skills Training Course provides you with practical negotiation techniques that you can use in many contexts and situations. Our negotiation training course is run more like a workshop where you are taught the theory, then break out and work in pairs or small teams to practice the negotiation skills that are relevant to your needs.

In this Negotiation Skills Training course you will learn the theory and get the opportunity to apply it to scenarios that suit your specific needs. Learn key skills like how to lay the groundwork for a successful negotiation outcome, choosing preferred locations, identifying the key points you're willing to concede and when to walk away from the bargaining table.

This is a practical class that is suitable for all audiences and provides people with the tools that they can apply on-the-job (and in other contexts) the very next day.

This is an instructor-led class that you can attend from home or your office.

The virtual classroom uses an advanced version of Zoom called 'Zoom for Webinars' that includes enhanced collaboration features such as One-click content sharing, real-time co-annotation (people can work together in activity files), and digital whiteboarding, and we use tools such as live polls, private group chats and participants can 'raise their hand' so you *virtually* have the same collaborative classroom based learning experience.

These courses are facilitated in English and are open to people from different industries across Australia, New Zealand, Singapore, Malaysia and Hong Kong - this is a short but powerful learning experience that gives you global collaboration opportunities.

****Please note, these classes run to a very tight schedule, please follow the invitation and join the class 10-minutes prior to commencement so you are ready to participate and don't miss a minute!**

Be ready - check your device is ready to go by use this test link.

What You'll Gain:

By completing the PD Training Negotiation Skills Course you will acquire the confidence you need to resolve points of difference, gain the advantage in the outcome of a discussion,

produce an agreement upon courses of action or bargain for individual or collective advantage. Negotiation is a process which can lead to positive outcomes and develop relationships, but it does require training and practice to perfect.

This highly interactive, learner-focused Negotiation Skills Training Course will arm you and your team with winning negotiation skills and tactics, so you feel better prepared, more confident and have greater control during the negotiation process.

Outcomes

By the end of this training session, participants will be able to:

- Understand different negotiation styles and when to apply them
- Understand the dominant negotiation strategies of competition and collaboration
- Apply the principles of BATNA and ZOPA when preparing to negotiate
- Apply the negotiation process and understand the basis of 'principled' negotiation
- Discover the difference between interests and positions
- Explore the concept of mutual gain
- Know how to bargain and close a negotiation

Modules

Lesson 1: The Who, When And How Of Negotiation

- What we mean by negotiation
- Negotiation Styles
- Dominant Negotiating Strategies
- Your Personal Style
- Reflection

Lesson 2: Preparing To Negotiate

- Know your BATNA
- The Zone of Possible Agreement (ZOPA)
- The Importance of Authority
- Reflection

Lesson 3: Becoming A Principled Negotiator

- Introductions
- Separate people from the problem
- Interests vs Positions
- Mutual Gain – growing the pie
- Objective criteria
- Reflection

Lesson 4: Bargaining and Closing

- Distributive and Integrative Bargaining
- Negotiation Tactics
- Making Concessions
- Agreement Finalisation
- Reflection

Talk to our expert team

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