

# **“PARTNER”**

## Negotiating Effectively Workshop



## **SYNOPSIS**

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Negotiating effectively in a globalized world has become an important competency for all managers. What are the new challenges when negotiating cross-culturally? This program aims to help participants negotiate effectively and maintain good relationships with business associates by imparting the knowledge and skills essential for “Interest-based” negotiation.

## **OBJECTIVES OF PROGRAM**

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- Identify the characteristics of an effective negotiator
- Understand the 7 elements of interest-based negotiation
- Learn to listen and move from ‘positions’ to ‘interests’ when negotiating
- Develop a negotiator’s toolkit for effective performance

## **METHODOLOGY**

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The workshop combines lectures, role-plays, group discussions, videos, case studies and group projects. A major part of the workshop is very interactive to create greater self-awareness plus learning experience from peer group members.

## **PARTNERS – Negotiating Effectively DAY 1**

### Session One

#### Overview of Workshop

Understanding the Nature and Types of conflict

Activity: “Girl & Sailor”

### Session Two

#### Introduction to Interest based Negotiation

Activity: “M&Ms”

### Session Three

#### Applying Negotiation to your situation

- Role-Play: Common situations in implementation
- Creative problem solving through Negotiation

### Session Four

#### Uncovering Hidden Interest

Moving from “Position” to “Interest”

## **DAY 2**

### Session Five

#### Characteristics of an Effective Negotiator

Video: “The Negotiator”

### Session Six

#### Generating “Options” in negotiation

Group Activity: Identifying Top Ten difficult situations

### Session Seven

#### Handling Difficult Negotiation Situations

Do’s, Don’ts and Don’t Knows?

### Session Eight

#### Putting it All Together

Summary of Toolkit: Tips for Negotiation