**Effective Negotiation Skills**

This program will provide a systematic framework that allows participants to confidently manage the negotiation skills that will markedly assist job performance and enhance personal negotiation skills.

**Key topics can be:**

The nature of negotiation-opportunities and danger

Preparation of negotiation

Understanding what drives the other party

**BATNA – Best Alternative To Negotiated Agreement**

Planning effective counter-tactics

Managing emotional atmosphere

Breaking negotiation deadlocks

How to write the agreement

Creating commitment to implementation

**Designed for:**

Managers, supervisors and professionals from large and small organizations whose work requires them to negotiate with and influence others.