



NEGOTIATING AND CONVINCING OTHERS SUCCESSFULLY

Ref.	
Date	November 29 - December 03, 2008
Venue	Khobar, KSA
Price	US\$ 2,250

Audience:

This program is valuable for those committed to improving their skills in negotiation with individuals, teams, departments and organizations.

Objectives:

By the end of this training program, each participant will be able to:

- Develop your negotiation skills to deliver successful results.
- Obtain others' commitment to ideas, projects or actions that are in the organizations' best interest.
- How to create and manage dynamic negotiation environment.
- Convince others either directly or through using appropriate third party.
- Integrate people and process elements, creating flexible framework for your negotiation strategies and situations.

Course Outline:

The Negotiation:

- Opening the negotiation
- Working to gain and retain power
- Handling different behaviors and tactics
- Identifying and understanding the influencers
- Securing agreement
- Summarizing and concluding
- Maintaining a positive mind set

Selecting a communication approach that builds collaboration:

- Recognizing what you don't know
- Mapping your knowledge domains to improve effectiveness



- Employing active listening techniques to manage conflict.

Deploying Negotiation Strategies

- Evaluating alternatives
- Creating strategies tailored to a specific situation
- Selecting a best fit method
- Adapting to strategies counters

Implementing your preferred approach

- Mapping best practice models to your situation
- Developing common ground to resolve differences
- Creating flexible strategies from others' perspectives
- Separating people from the situation