

Win- Win Negotiation Skills

Nobody would disagree that negotiation is critical in commercial relationships: it is the process that concludes a major sale and determines its ultimate profitability for the seller; but it is also the process by which, commercial partnerships evolve to mutually profitable partnerships.

If you are tired of so called negotiating training which is based on either unrealistic win-win visions or a series of win-lose dirty tricks. HBT's negotiation skills programme is the answer you have been looking for, we can give you the skills to become a world class negotiator.

- Prepare Effectively
- Understand the needs and interests of all parties involved
- Conclude better agreements through creativity.
- Identify potential barriers or hindrances to the engagement.
- Adopt a collaborative approach to ensure trust, rapport and long term gains.

Case Study: AMTRI Engineering

Course Objectives

By the end of the course each participant will know:

- How to use and respond to the most common negotiation tactics.
- How to use the skills of team negotiating.
- How to manage the negotiation process by understanding the steps involved.
- How to understand and practice the skills associated with each step.
- The five major issues to be considered in preparation.
- How to pick up signals, interpret them and act upon them.
- How to make proposals, how to pitch proposals, how to respond to proposals.
- How to repackage deals with out it costing any more.
- How to assess concessions, analyse differing priorities and go for win-win deals.
- How to trade and bargain, how to put a price on demands.
- How to improve recognition of closing opportunities and use them.
- How to handle the agreement and implementation stages.
- How and when to use adjournments.
- How to build partnership relationships with clients and suppliers.

Training and Methodology

The objective of this programme is to teach a mixture of planning processes and skills. A lower trainer: delegate ratio ensures that trainees are given personal attention and encouragement in applying concepts to their own real life scenarios.

The training skills are based on HBT's fundamental principle that learning is doing. Participants are given the basic tools and together they plan and carry out role plays and activities in simulated scenarios. From these they receive accurate and objective feedback on their performance from both their colleagues and the trainers.

Materials

In addition to a comprehensive library of user-friendly reference material giving explanations of key concepts, delegates also take away from the programme detailed analysis of their performance during the programme with recommendations for further skill development.

All activities can be customised by request.

Duration

Normally two days. Other timing designs can be tailored to suit individual client requirement.