

# Vital Negotiations

## 4.5 PMI PDUs | 4.5 IIBA CDUs

**Format:** Live Instructor-Led Online through Zoom

**Duration:** 4.5 hours

### Technology and Attendance Requirements:

Computer with a browser, Zoom, a microphone and speaker. For this workshop, camera should be on if possible and you must be actively participating.

Successful negotiation begins with understanding your own and the other party's interests, separating people from the problem and knowing how to invent options where both parties feel they are being treated fairly and their needs have been addressed. It takes skillful communication to achieve positive, long-term outcomes.

This workshop provides participants with practical negotiation skills they can use with customers, suppliers or inside of their organizations when they are seeking mutually acceptable agreements.

This experiential course features a case simulation and role play where participants will prepare for and engage in a fictional negotiation.

### Learning Outcomes:

During this course you will learn how to:

- Focus on interests and not positions
- Separate the people from the problem
- Understand your alternatives
- Create options for mutual gain
- Avoid 6 common mistakes that inexperienced negotiators make

### Content:

- You will learn to move from win-lose situations to win-win outcomes.
- You will learn the difference between positions and interests.
- You will learn how to separate the people from the problem.
- You will learn to generate ideas that increase options for agreement.
- With your small group, you will prepare for a fictional negotiation by applying the concepts taught in the session.
- With your small group, you will participate in a negotiation role play.