

Negotiation Skills

Course Overview

This course will introduce students to negotiation skills, including understanding negotiation, getting prepared, laying the groundwork, phase one – exchanging information, phase two – bargaining, about mutual gain, phase three – closing, dealing with difficult issues, negotiating outside of the boardroom, and negotiating on behalf of someone else.

<u>Chapter 01 - Getting Started</u>	1m
Getting Started	
<u>Module 02 - Understanding Negotiation</u>	6m
Understanding Negotiation	
Case Study	
<u>Module 03 - Getting Prepared</u>	8m
Getting Prepared	
Case Study	
<u>Module 04 - Laying the Groundwork</u>	8m
Laying the Groundwork	
Case Study	
<u>Module 05 - Phase One – Exchanging Information</u>	6m
Phase One – Exchanging Information	
Case Study	
<u>Module 06 - Phase Two – Bargaining</u>	7m
Phase Two – Bargaining	
Case Study	
<u>Module 07 - About Mutual Gain</u>	8m
About Mutual Gain	
Case Study	
<u>Module 08 - Phase Three – Closing</u>	5m
Phase Three – Closing	
Case Study	
<u>Module 09 - Dealing with Difficult Issues</u>	7m
Dealing with Difficult Issues	
Case Study	

Module 10 - Negotiating Outside the Boardroom

5m

Negotiating Outside the Boardroom

Case Study

Module 11 - Negotiating on Behalf of Someone Else

6m

Negotiating on Behalf of Someone Else

Case Study

Total Duration: 1h 6m