

Level:	Beginner	Fee : € 450
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e-Modules' titles	Objectives	Content
CONDITIONING THE OTHER PARTY BEFORE THEY START NEGOTIATING	<p>This module aims at being able to manage some negotiation best practices (such as listening, building arguments, concluding...):</p> <ul style="list-style-type: none"> <li>- understanding what conditioning is, how it works &amp; the benefits it brings to the negotiation</li> </ul>	<ol style="list-style-type: none"> <li>1. Introducing conditioning in negotiation</li> <li>2. Understanding conditioning</li> <li>3. How to condition (part 1)</li> <li>4. How to condition (part 2)</li> <li>5. Leveraging conditioning</li> </ol>
CREDIBILITY & THE IMPACT OF 1ST IMPRESSIONS ON NEGOTIATING	<p>This module aims at being able to manage some negotiation best practices (such as listening, building arguments, concluding...):</p> <ul style="list-style-type: none"> <li>- understanding the relationship between 1st impressions &amp; credibility</li> <li>- understanding the impact of 1st impressions on negotiating</li> </ul>	<ol style="list-style-type: none"> <li>1. Credibility &amp; 1st impressions</li> <li>2. Being credible when negotiating</li> <li>3. The impact of 1st impressions on negotiating</li> </ol>
THE IMPORTANCE OF LISTENING	<p>This module aims at being able to manage some negotiation best practices (such as listening, building arguments, concluding...):</p> <ul style="list-style-type: none"> <li>- listening to collect &amp; process information, and to create a relationship</li> <li>- best practices of listening - benefits of the different types of listening</li> </ul>	<ol style="list-style-type: none"> <li>1. How we retain information</li> <li>2. What is listening &amp; what to listen for</li> <li>3. How to listen 4. Active listening in negotiating</li> </ol>
HOW TO SUCCESSFULLY CONCLUDE A NEGOTIATION	<p>This module aims at being able to manage some negotiation best practices (such as listening, building arguments, concluding...):</p> <ul style="list-style-type: none"> <li>- understanding the conditions to close a deal</li> <li>- identifying the best practices when closing a negotiation, including the deal implementation &amp; follow up</li> </ul>	<ol style="list-style-type: none"> <li>1. Closing a negotiation – with or without a deal</li> <li>2. Best practices to close a deal</li> <li>3. Implementing the deal &amp; analysing your performance</li> </ol>
IDENTIFY THE 3 BASIC TYPES OF ARGUMENTS	<p>This module aims at being able to manage some negotiation best practices (such as listening, building arguments, concluding...):</p> <ul style="list-style-type: none"> <li>- identifying the 3 types of negotiation arguments: factual, emotional, rational</li> </ul>	<ol style="list-style-type: none"> <li>1. The 3 types of arguments: Factual – Emotional - Rational</li> </ol>
FACE-TO-FACE & POST NEGOTIATION	<p>This module aims at being able to manage some negotiation best practices (such as listening, building arguments, concluding...):</p> <ul style="list-style-type: none"> <li>- identifying &amp; structuring the face-to-face process of the negotiation</li> <li>- understanding the 2 steps of the post-negotiation process</li> </ul>	<ol style="list-style-type: none"> <li>1. The face-to-face process</li> <li>2. Positional vs Principled negotiation</li> <li>3. The main types of negotiation 4. Post negotiation</li> </ol>