

Negotiation Skills

By Praga



INTRODUCTION

Corporate Negotiation Skills presents concepts that can be applied in scenarios that call for a “win-win” situation. When you learn to use these strategies, both involved parties will leave a bargaining situation with what they need. With this course, you will be learning the fundamentals of negotiation and by understanding the fundamentals you will learn how to approach a negotiation situation with confidence.

OBJECTIVES

- Negotiation Process
- Negotiation Best Practices
- Negotiation Strategies and Tactics

COURSE OUTLINE

- 1: Negotiation** - A Definition
- 2: The Negotiation Process** - An insight to the process of negotiating
- 3: Understanding the principles of exchange**
- 4: Styles of Negotiation**
- 5: Tough vs Soft Negotiators**
- 6: The Win-Win Negotiation**
- 7: The Pyramid Model**
- 8: Common Pie-Expanding Errors**
- 9: Skills and Strategies** - The Defense and Attack spirals
- 10: Strategies** – That **DO NOT** work
- 11: Dealing with the unexpected**
- 12: Preparing Yourself**
- 13: Identifying Objectives**
- 14: Understanding Body Language**
- 15: Strengthening your position** - The Four Step Approach

Negotiation Skills

By Praga



COURSE OUTLINE

16: Insights to the Six Laws of Negotiation

- Law of Dissonance
- Law of Obligation
- Law of Connectivity
- Law of Verbal Packaging
- Law of Involvement
- Law of Balance

17: Preparing to think on your feet - Reflection – Application – Conclusion

WHO SHOULD ATTEND

Managers, Team-Leaders, Supervisors, Purchasers, Executives

ABOUT THE TRAINER – MR PRAGA

Praga is a highly interactive and innovative trainer, whose work is mainly based on research and applied knowledge from extensive experiences in benchmarking organizations best practices. His training uniqueness comes from his Accelerated Training Approach which is built on Learning Design Re-patterning Model™ known by many to be entertaining, refreshing, yet filled with success formulas.

Praga is the co-founder of Accelerated Training Approach built on Learning Design Re-Patterning™ Model and a Fellow Member with the Institute of Therapies Management (London). He holds a Degree in Business and several Diplomas in Psychology and Psychotherapy and a Masters in HRM & Organizational

Psychology. He's also a:

- Certified Master Trainer in Psychotherapy
- Certified ATA Master Trainer
- Certified Psychometric Profiling Trainer
- Certified Trainer in Applied Counselling
- Certified Stress Management Trainer
- Certified NLP Master Practitioner
- Certified Master Life Coach
- Certified Behavior Management Specialist.

Praga is the only Singaporean to be certified as a Master Trainer with the Institute Therapist Management of London researching on Human Behavior and with Centre of Behavioral Science. Adding to his credentials, his dynamic and refreshing approach is supported by his vast experiences in the corporation paradigm.

In his career portfolio, he had successfully held the helms for senior positions such as Business Development Manager (APC), senior Training Consultant, Assistant Director in Various organizations. He has worked with renown international speakers like Philip Hesketh-Trainer and author of Psychology of Persuasion and Influence, Alan Fairweather-The Motivational Doctor, and many others.

Negotiation Skills

By Praga



While his main forte lies in Psychology and Human Behavior, he has conducted numerous trainings in topics such: EQ, Communication, Sales, Leadership, Mindset & Attitude, Strategic Business Planning, Organizational Change Management, Problem Solving, Empowerment, 7 Habits, Multiple Intelligence, Thinking Hats, Sales & Sales Management, Customer Service, Productivity, Team Building & Leadership, Creativity, etc.

Praga travels extensively while working with many supporting partners globally. His expertise and experiences have gained much recognition.

Negotiation Skills

By Praga



Date: [] 28/08/2018 [] 09/10/2018

Venue: TBA, 9am – 5pm

Fee: [] S\$650 (before GST) for D&B Subscriber [] S\$760 (before GST) for Non-subscriber
(Includes materials, refreshments and lunch)

Email completed forms to adrian.chai@dnb.com.sg or Fax to 6226 0178

Participant(s) Information

Name 1: _____ **Job Title:** _____
Email: _____ **(DID):** _____
Name 2: _____ **Job Title:** _____
Email: _____ **(DID):** _____
Name 3: _____ **Job Title:** _____
Email: _____ **(DID):** _____

Company's Information

Name of Company: _____
Address: _____ **(Postal Code)** _____
Telephone: _____ **Fax:** _____
Liaison Officer: _____ **Job Title:** _____
Email: _____ **(DID):** _____

Payment Information

[] D&B subscription units (Account no: _____)
[] * Cheque. *Please made payable to: **Dun & Bradstreet (Singapore) Pte Ltd***
[] * VISA [] Mastercard [] Amex
Card no: _____ **Expiry date:** _____
Signature: _____ *(*GST applies for cheque & credit card payment)*

Cancellation Policies

1. A seat will be reserved upon receipt of completed registration form, and confirmation of seat upon payment received.
2. A substitute participant is welcome at no charge should you not be able to attend. Please provide the necessary details. Only cancellation made 14 working days before commencement is entitled to full refund of seminar charges (only applicable to cheque or credit card payment). No refund thereafter including no show during day of commencement. A complete set of materials will however be sent to you.
3. For D&B subscribers opting to pay through D&B subscription units, deductions would be made upon receipt of completed registration form. In the event of any postponement/cancellation of seminar by D&B; or withdrawal from seminar by participant(s), units deducted would not be credited. However, a replacement of seminar (of same value) would be given and to be utilized within 6 months.
4. D&B reserves the right to postpone or cancel the seminar for reasons whatsoever. In such a case, D&B will provide a full refund to registrants who have made cheque/credit payment towards the event and such registrants shall have no claims against the company.
5. D&B reserves the right to change venue due to unforeseen circumstances.