



# Negotiation Skills

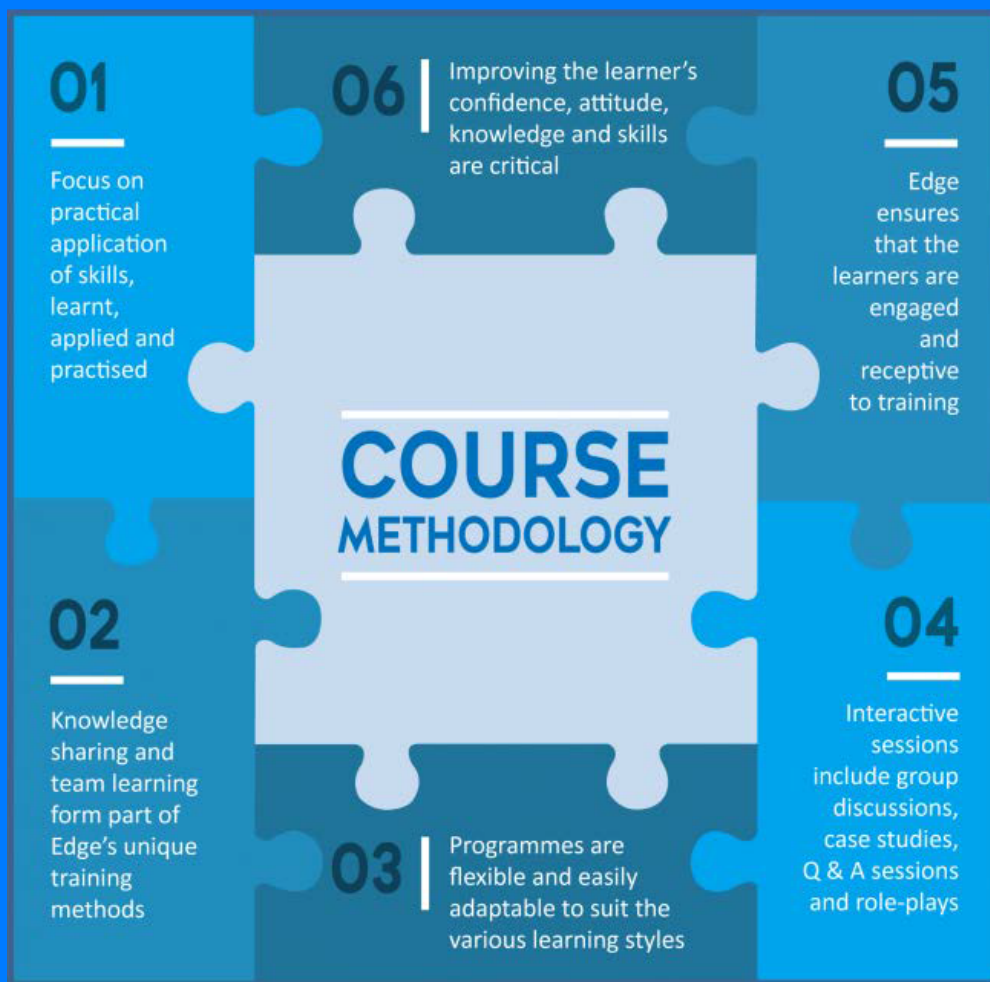
Soft Skills Training Workshop  
YOU WANT - I WANT

## Workshop Outline

- What is negotiation?
- Recognise the different types of negotiation
- The 3 stages of a Negotiation
- Measure the outcomes of negotiation
- Understand the characteristics of an effective negotiator
- Identify your negotiation style
- 6 Most common mistakes of negotiators
- Prepare to negotiate
- Consider the basic principles and issues of negotiation
- Establish negotiation skills, techniques and strategies
- Develop your negotiating skills
- Close a negotiation

## Objective

By the end of this course you will have the knowledge needed to prepare for a negotiation, participate in the negotiation process which includes; bargaining, the exchange of information and discussion using the tactics, techniques, skills and strategies you have learnt, finally completing the course with closing out of the negotiation.



## About Edge Training

With over 22 years of Human Development training experience, Edge Training has a Level 1 BBBEE Scorecard, a National Footprint and Full Accreditation with Services SETA. Together with our BEE partners, we are committed to solving BEE related Skills Development Challenges in a meaningful way. Whether an Accredited Short Course, a Behaviour Changing Workshop or a Learnership, our highly skilled and dedicated team can offer you a solution. We source the learners and manage all the necessary requirements for disabled and unemployed Learnerships. Most of our Learnerships and Workshops are also offered as online courses.

### Get in Touch

☎ 087 135 5543    🌐 [www.edgetraining.co.za](http://www.edgetraining.co.za)    ✉ [info@edgetraining.co.za](mailto:info@edgetraining.co.za)