

# Negotiation Skills

## How long is the course?

1 Day

## Who should attend?

Managers, team leaders, supervisors, and employees in a leadership role.

## Benefits:

During this workshop you will identify and acquire the skills needed to negotiate successfully in varying situations, and understand the core steps for effective negotiation

## On completion of this workshop, you will achieve the following objectives:

- Explain the need for negotiation skills in business
- The steps in the negotiation process
- Strategies that are used in negotiation
- Understand the need for flexibility in negotiations
- Prepare for negotiations
- Engage in negotiations
- Finalise negotiations and distribute agreements