



Schulich
School of Business
Executive Education Centre

Successful Business Negotiating Strategies for Managers

Negotiating is a “must have” skill for all managers. Learn proven techniques to communicate, persuade and use power effectively during negotiations.

SEEC Moments of Insight include:

Planning for success by setting appropriate goals, defining the issues and gathering necessary background information.

The fundamentals: communicate clearly; persuade effectively; exercise power appropriately; use information wisely; behave ethically.

When to use alternatives to direct face-to-face negotiating like dispute resolution systems and third-party assistance.



Register for an Upcoming Session:

December 9 - 11, 2019
June 22 - 24, 2020

Our Participants Say it Best:

“A great course that puts theory into practice with real-life situations. The skills learned here can be applied to all aspects of business and personal dealings.”

G. Broadway,
Product Manager
AstraZeneca Canada Inc.

“The curriculum was perfect for teaching key concepts and flowing into more complicated ones.”

M. Burleigh,
Relationship Manager,
Investment Planning
Counsel

“The course provided participants the opportunity to apply negotiation tools learned through workshops. This reinforced the learning to be taken back to the office.”

W. Atkinson,
Executive Director,
Business Development,
CBC

“Hands-on experience, ready-to-use skills, valuable information.”

V. Fontana-Vatcher,
Account Manager,
Suncor Energy



21 PDU*



21 CPD

Register Today / Complete Details

<http://seec.online/12402>



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Learn to negotiate successful outcomes in any situation.

We all negotiate countless times a day to resolve conflicts, client problems or differences of opinion. **But few of us have taken the time to think about what we are doing when we negotiate and how we might improve.** In three highly-interactive days of learning, participants will **analyze their own negotiating style, develop a practical understanding of effective negotiating behaviours, and improve their ability to plan and conduct successful day-to-day negotiations in every situation.** New negotiating skills will be reinforced using hands-on exercises, case discussions and simulations from a variety of functional areas such as sales, purchasing and union-management relations.

Top Take-Aways

1. Develop a practical understanding of **four key negotiations processes**
2. Create **win/win outcomes** with others
3. **Maximize negotiating effectiveness** using strategic, systematic, rational and analytical approaches
4. How to lay the groundwork for **productive negotiations**
5. Identify your **strengths and weaknesses** as a negotiator
6. Analyze the **strengths and weaknesses of the other negotiator(s)**
7. **Communicate, persuade and use power effectively** during negotiations
8. Recognize when **third-party assistance** would be helpful
9. Deal effectively with **cultural differences** in negotiations

Who Should Attend

This is one of Schulich's highest rated and most popular skills development courses. Those who regularly attend the program include:

- General managers and business managers
- Business officers and Directors
- Division managers
- Training, HR and industrial relations specialists
- Sales, Marketing and Account Managers
- Project managers, team leaders and supervisors
- Senior managers and Branch managers
- Public sector managers
- Development managers
- Regional, national and international managers

Instructor Profile

Dr. Gail Levitt, PhD, MA, President of Levitt Communications, is one of Canada's most experienced negotiators and professional instructors in the field of business negotiating and innovative negotiated solutions. She is a Harvard University-trained specialist in both collaborative and competitive bargaining methods, and facilitates negotiation and management communications training for diverse clients.

Overview of Learning

Win/Win Negotiations

- Recognizing and creating opportunities for mutual gain
- Win/lose conflicts and win/win mutual problems
- Interdependence, competition and cooperation

How Negotiations Are Structured

- One issue, a few issues or a large number of issues
- Disputes between your team and another group within your own organization
- Disputes between your team and another organization
- Multiple parties

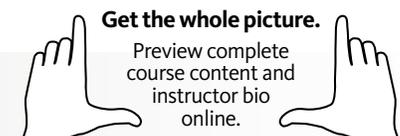
Negotiating Processes

- Claiming value in single-issue negotiations
- Creating value in multi-issue negotiations
- Taking account of people's needs and wants
- Approaching problems rationally by developing alternatives

Timing in Negotiations

- Recognizing the need for negotiations
- Planning and preparing for negotiations
- Setting negotiations goals; selecting negotiating strategies and tactics
- Initial stage, mid stage and end stage strategies:
 - Initial stage: presenting and clarifying issues and positions
 - Mid stage: narrowing the gap
 - End stage: reaching final agreement or walking away

Continues Online



Complete Details / Register Today

<http://seec.online/12402>

Tel.: 416.736.5079 | 1.800.667.9380
or email exceedinfo@schulich.yorku.ca

* PMI Talent Triangle PDU breakdown: Leadership: 21

Dates & Locations:

December 9 - 11, 2019
Miles S. Nadal Management Centre

June 22 - 24, 2020
Miles S. Nadal Management Centre

Registration Fee:

\$3,250 + applicable taxes

Registration Details:

- Tuition includes teaching materials, lunches and refreshments, but not accommodations
- A corporate rate is available at partner hotels
- Programs run from 9:00 a.m. to 4:30 p.m.
- Modules, speakers, topics, dates, fees, and locations are subject to change
- Complete registration details at seec.online/FAQ