NEGOTIATION PREPARATION

WORKSHEET

Session: “Negotiation: Creating Conditions for Leadership Success”

Trainer: Carol Frohlinger

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Directions: Read the article “Negotiation Success Depends on a Solid Strategy”.

Then, using the instruction headings below, plan your negotiation strategy.

1. Do your homework.

2. Set your goal(s).

3. Take stock.

4. Consider BATNAs.

5. Appreciate their situation.

6. Create proposals.

7. Anticipate challenges.