



# Negotiate Smart Sample Agenda for Two-Day Workshop

## Day One

### ♠ Introductions

### ♠ Negotiate Smart Strategies

- Who opens first...when and how
- Turning their “no” into a “yes”
- The science of trades: How to keep your counterpart in the negotiation circle
- Probing Inquiry: Finding their true interest, the key to magnificent win-win agreements

### ♠ Negotiation Exercise

### ♠ Negotiate Smart Strategies *(continued)*

- Map Out: Smart and time-saving preparation/answering the hard question
- Concession patterns that develop credibility and trust
- The emotional intelligence of building rapport and gaining trust
- Key opening moves to engender cooperation

### ♠ Closure of the Day

## Day Two

### ♠ Review Day One

### ♠ Negotiate Smart Strategies *(continued)*

- Background check of your counter-part
- Personality and mindset of the most successful negotiators
- Keys to sealing the deal for success in this and future agreements

### ♠ Power moves to gain cooperation and avoid conflict escalation

### ♠ Dealing with the emotional side of negotiating

### ♠ Negotiation exercise

### ♠ Set goals, make a plan and commit

### ♠ Closure