

0800 066 3749 www.100pceffective.com

## Online Negotiation Skills Training Course

**Quality - Support - Innovation** 

We all negotiate on a daily basis, from choosing what to see at the cinema with friends to closing a major deal with clients. Negotiation is a fundamental part of life and so those who are able to negotiate well can enjoy high levels of personal and professional success.

In our online Negotiation Skills course, you will gain the knowledge and skills necessary to become a confident negotiator. Designed by experienced Business Improvement experts, the course covers all elements of negotiation including different negotiation styles, how to achieve amicable agreements and tips on how to deal with tough or unfair tactics.

Enjoy an engaging educational experience through interactive content, accompanied by a British English voiceover, whenever and wherever you like – whether that's on your desktop at work or on your personal device at home!

You'll get one month's access so you will have plenty of time to complete the course at a pace that suits you.

On completion of the Negotiation Skills training, you will receive a certificate and two internationally recognised CPD points. To ensure you get the most out of your training, you'll also receive lifetime email and phone support from 100% Effective.



100% Effective's online Negotiation Skills training nas a high customer satisfaction rating, with an average score of 5 stars out of 5.



#### At A Glance



Fully optimised

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One month's access



Unlimited, lifetime support



Two CPD points

#### **Benefits**

Through effective negotiation skills you can achieve efficient and productive discussions that ultimately save time and money and maintain positive relationships. These benefits are not only of value to your own personal and professional life, but will also be of great advantage to your employer.

The course outline is as follows:

- Know how and when to engage in negotiation
- Recognise and adapt to different negotiation styles
- Benefit from productive and effective discussions
  - Be confident in varying levels of negotiation
  - Maintain positive personal and professional relationships

### **Course Content**

Our online Negotiation Skills course will prepare you for all levels of negotiation, from small- to-large-scale discussions. You will learn the basic negotiation principles along with a wide range of skills and strategies to shape you into a confident and effective negotiator.

Here is an outline of our online Negotiation Skills course:

- Introduction to negotiation
- What makes a good negotiator?
- Negotiation principles, phases and processes
- Essential negotiation skills and strategies
- Understanding others
- Effects of the negotiation environment
- How to bargain and reach mutual gain
- BATNA, WATNA, WAP and ZOPA
- Creating solutions and closing negotiations

# Is it for me?

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Our Negotiation Skills training course has been designed to suit professionals of any level or industry. This course would also benefit individuals interested in improving

their personal confidence in everyday negotiations and discussions.

There are no prerequisites for taking this training course.



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