

**Advisory- Due to Corona virus Advisory we are taking precautionary measure in the training & are not allowing more than 8-10 people in the batch.**

## ***Negotiation Skill-Negotiating for Success***

**23<sup>rd</sup> April 2020 – Mumbai – Ramada Plaza Palm Grove**

**23<sup>rd</sup> April 2020 – Bangalore – Royal Orchid**

**23<sup>rd</sup> April 2020 – Chennai – Abu Sarovar**

**23<sup>rd</sup> April 2020 – Ahmedabad – Comfort Inn**

**24<sup>th</sup> April 2020 – Kolkata – Peerless Inn**

**24<sup>th</sup> April 2020 – Pune - Sagar Plaza**

**24<sup>th</sup> April 2020 – Hyderabad –Aditya Park**

**25<sup>th</sup> April 2020 – Delhi – Park Plaza**

In today's world, Negotiation is a skill and no one can do without it. It would be fair to say that throughout the day we are involved in some form of Negotiation or the other. Whether it is in our work situation or in our personal lives, Negotiation is a continuous activity.

Sales and Purchasing professionals particularly need advanced Negotiation Skills to execute their responsibilities effectively. This programme aims at focusing on these skills with a view to improve them.

### **Objectives**

By the end of the day, participants will be able to:

- \* Understand the role of Negotiation in work
- \* Appreciate the various styles of Negotiation
- \* Understand the various phases of the Negotiation process
- \* Appreciate the importance and use of Personal Power
- \* Analyze their own Conflict Handling Styles in a Negotiation
- \* Practice their skills
- \* Make an Action Plan to make their Negotiations more effective

## **Contents**

<b>* Negotiation and its importance</b>	<b>* Styles of Negotiation</b>
<b>* Planning the negotiation</b>	<b>* Preparation checklist</b>
<b>* Exercise 1. Case study</b>	<b>* How to structure negotiations</b>
<b>* Personal power and how to increase it</b>	<b>* Exercise 2. Personal power</b>
<b>* Conflict analysis</b>	<b>* How to deal with Conflict</b>
<b>* Exercise 3. Conflict Mod Analysis</b>	<b>* Negotiating tactics</b>
<b>* Negotiating with a customer which you can't afford to lose</b>	<b>* The 40 most common mistakes in negotiation</b>
<b>* The closing stages</b>	<b>* Dealing with price</b>

**Timings: 10:00 am - 5:00 pm, Registration begins at 9:30 am\***

### **How to Register:**

>> **Fees: Rs. 9000 /- +18 % GST per person.**

>> Please write to [gfordseminars@yahoo.com](mailto:gfordseminars@yahoo.com)

>> **Call Mr. Nikhil Kapoor- 09315556407 / 09711114779 / Call -011-42111617**

- >> Mode of Payment: Cheque / DD / NEFT /Paytm
  - >> Cheque favouring **GFORD Institute of Management Pvt Ltd** payable at **New Delhi**.
  - >> Our **GSTN. No. : 07AAECG5523F1ZU**
  - >> Fees include Refreshment, Lunch, certificate of participation & Course Material.
- \*Terms & Condition Apply. \* Single Faculty of each location.

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