

Negotiation Skills

Course Number: 4365

Length: 2 Days

Primary Delivery Method: Instructor-led live classroom

Alternative Delivery Methods: Instructor-led online (synchronous)

Course Description

Explore tactful and effective negotiation strategies that result in positive outcomes that yield mutually beneficial solutions. By understanding others' intentions and goals, you can develop creative solutions and recover stalled negotiations. You will apply negotiation skills and tactics to a variety of challenging situations that mirror real workplace scenarios.

Intended Audience

This course is designed for individuals who want to learn to negotiate agreements in a way that builds and maintains effective working relationships.

Course Learning Objectives

- Analyze concepts associated with the practice of negotiation
- Effectively plan for a negotiation with consideration of differing negotiation styles
- Assess key concepts and strategies related to interest-based negotiations
- Apply concepts of negotiation to a workplace situation

Course Additional Features

- Producer Support
- Technical Support Team
- Dedicated In-House Accessibility/Section 508 Compliance
- Student Resource Guides

All details about the Additional Features are available on this page. [Click here to Explore](#)

Course Schedule

| DAY ONE | |
|-----------|---------------------------------------|
| MORNING | Module 1: Introduction to Negotiation |
| LUNCH | |
| AFTERNOON | Module 2: Negotiation Planning |

Negotiation Skills

| DAY TWO | |
|-----------|--------------------------------------|
| MORNING | Module 3: Interest-Based Negotiation |
| LUNCH | |
| AFTERNOON | Module 4: Negotiation Workshop |

Learning Methods

Individual, small-, and large-group practical exercises; case studies, self-assessments, discussions, roleplays, and application-planning.

Credits

National Association of State Boards of Accountancy (NASBA)

- Field of Study: Communications and Marketing
- Level: Intermediate
- CPEs: 16

Professional Development Units (PDUs)

- Credits: 14

Continuous Learning Points (CLPs)

- Credits: 16

Third-Party Certification Relationship

This course applies toward the DoD FM Certification Program.

Management Concepts Certificate Program Relationship

This is an elective course in the following program(s):

- [Business Analysis and Requirements Management Master Track](#)
- [Professional Skills Certificate Program](#)
- [Leadership Certificate Program](#)
- [Project Management Master Track](#)
- [Agile in Government Master Track](#)

Negotiation Skills

- [Program Management Certificate Program](#)

Prerequisites

Suggested

- [Critical Thinking for Problem Solving](#)
- [Influencing Skills](#)
- [Interpersonal Skills: Developing Effective Relationships](#)

Pework

There is no pework required for this course.

Requirements for Successful Completion

Full (100%) attendance is expected and required. Successful completion of the course depends on full class attendance and active participation in individual and group exercises.

Follow-On Resources

- [Resolving Conflict](#)
- [Communicating Strategically](#)

Negotiation Skills

Ready to Enroll?



See the most recent course information and scheduled classes at this link:
<https://www.managementconcepts.com/course/id/4365>



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