



## Negotiation skills

Get **better** deals for self

Make relationships **healthier**

Handle conflicts more **easily**

Become **better** salesperson

**Is negotiation possible everywhere?**

**No**

**There are times when WIN-LOOSE is the only option to take** *(not recommended for long term)*

**But one must try to make it WIN-WIN as much as possible** *(long term approach)*



**how to negotiate**

# 9 Vital Skills

1



**keep your options open**

2



**set your objectives**



3



**research your opponent**

4



**aim reasonably high**

5



**listen carefully**

6



**maintain composure, smile**

7



**keep the core**

8



**keep the goodies for later**

9



**be willing to walk away**

**Always remember: the focus is WIN-WIN**



## In summary

Walk-in as opponents, but walk-out as partners

Its neither a war, nor a compromise

If you know the game, you can make both teams win!

## Further reading

### **Books:**

Getting to Yes, by Roger Fisher

Don't say yes when you want to say no, by Herbert Phd Fensterheim