



Skills for Business

Negotiation Skills

Course Description

Duration and structure

This workshop runs over one day and is a very practical workshop which is tutor led. All the sessions involve delegate input to allow them to develop and demonstrate the skills of an effective negotiator.

After this workshop delegates will be able to:

- Understand the importance of both parties achieving a satisfactory outcome
- Understand the structure of effective negotiation
- Plan the process to achieve their objectives
- Use effective questioning techniques to uncover the needs and wants of the other party
- Demonstrate the skills of negotiation to achieve a "win:win" to maintain a long lasting business relationship

Who Should Attend?

Anyone who is responsible for negotiating with customers or suppliers.

What Do I Do Now?

To book a course or to get more details please complete the Enquiry Form, call us on 01733 567262 or e-mail us at admin@vitaltraining.co.uk