# **Negotiation Skills**

Dec 11 – 12, 2024 Venue: PIM, Karachi Rs. 31,000/=

Oct 28 – 29, 2024 Venue: PIM, Lahore. Rs. 31,000/=

Aug 12 – 13, 2024 Venue: PIM, Islamabad. Rs. 31,000/=

### **Course Description**

In the present day competitive business environment, managers at all levels and from all disciplines are increasingly involved in a wide range of negotiating situations. Major decisions can no longer be imposed or accepted without the key issues being debated and negotiated.

This program trains participants in the basic skills and processes of negotiation. It also develops skills in planning strategy for formal and informal negotiations.

#### **LEARNING OUTCOMES**

- Recognize the principles of negotiation and the need to negotiate in an effective way
- See things from other people's point of view
- Analyze negotiation style and develop confidence
- Identify the Zone of Possible Agreement
- Find Your BATNA and WATNA
- Determine your Walk Away Position
- Recognize the various stages of effective negotiation

#### WHO MUST ATTEND?

The course is open to managers at all levels and from all departments.

#### **COURSE CONTENTS:**

- What is Negotiation?
- The Successful Negotiator
- Preparing for Negotiation
- The Nuts and Bolts
- Making the Right Impression
- Getting Off to a Good Start
- Exchanging Information
- The Bargaining Stage
- Reaching Mutual Gain

## **FOR DETAILS AND REGISTRATION**

PIM, Karachi: Management House, Shahra-e-Iran, Clifton, Karachi 75600 Voice Dir: (+9221) 9925 1718, 9925 1680, E-Mail: <a href="mailto:program@pim.com.pk">program@pim.com.pk</a>

PIM, Lahore: Management House, 70-B/2, Gulberg III, Lahore 54600. Voice Dir: (+9242) 9926 3137

PIM, Islamabad: Plot No. 12-K, Sitara Market, Sector G-7 Markaz, Islamabad Voice Dir: (+9251) 9252651-2, E-Mail: <a href="mailto:pimisb@pim.com.pk">pimisb@pim.com.pk</a>