



**Asia Masters Center**

# Advanced Negotiation Management Skills



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## Advanced Negotiation Management Skills

### ➔ Course Objective

- Discover a framework for analysing the context of the negotiation and preparing an optimal negotiating position
- Understand the difference between preparation and planning
- Familiarise yourself with best practice tools
- Learn how to open and conclude a negotiation
- Tactical plan to manage movement towards a desired outcome
- Review key behaviours used by effective negotiators
- Discuss the behaviours that have a negative effect on negotiations
- Understand the concept of levers and bargaining and how to apply them
- Negotiating from a position of partnership, not competition
- How to deal more effectively and profitably with price objections
- The different types of buyer behaviour
- Learn to recognise negotiation tactics and stances
- Communication and behavioural styles
- Apply new and proven structure to business negotiations
- Prepare and present a proposal at a final business negotiation stage

### ➔ Target Audience

- managers,
- supervisors,
- team leaders,
- administrators, and anyone who has to negotiate as part of their job and wishes to enhance and update their current negotiation skills.



## Course Outline

### **Planning for Successful Negotiations**

- Revision of the essential elements involved in negotiation
- What kind of negotiator are you?
- Self-Assessment – understanding behavioural patterns
- Negotiation skills – best practices
- Improving preparation and planning
- How to research and establish the other persons position (business negotiation stance)

### **Structure your Negotiations**

- Understanding negotiation structure
- How to best plan, prepare and coordinate a major business negotiation meeting or ongoing negotiations
- Discover how to establish short and longer term objective and opportunities
- Understanding the basic legal and organisational requirements of what constitutes a ‘deal’

### **Verbal Negotiation Skills**

- Advanced Communication Skills
- Active Listening Skills
- Brilliant Body Language
- Be aware of and use signals
- Discover how to fully qualify the other party’s needs, requirements and constraints during the negotiation process by using advanced questioning and listening skills
- Pre-empting negotiation objection
- Delivering assertive proposals

### **Non verbal Skills**

- Understanding the importance non-verbal communication and reading other people effectively
- Buying signals
- Creative use of variables within negotiation
- Structure of business negotiations



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- Minimise and optimise concessions

### **Proposing and Packaging your position**

- Identifying key variables that can be negotiated
- The power of ‘authority’ during your negotiations
- The needs and motivations that exist in negotiation

### **Price**

- The key reasons people will pay your asking price
- Key differences between selling and negotiating
- Presenting ‘price’ in the most effect and persuasive manner

### **Negotiation -Tactics and Strategies**

- Key strategies and techniques to use in negotiation
- How best to deal with the competition

### **➤ The Feature Of Asia Master Training And Development Center**

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- we give the participant training bag includes all the necessary tools for the course.
- Working within groups to achieve the best results.
- All our courses are confirmed and we do not postpone or cancel the courses regardless of the number of participants in the course.
- We can assist you in booking hotels at discounted prices if you wish to book through us.
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### ➔ The Cost Of The Training Program Includes The Following:

- 1) Scientific article on flash memory.
- 2) Training Room.
- 3) Training.
- 4) Coffee break.
- 5) The training bag includes all the tools for the course.

#### Price (USD)

Communicate with the training department  
to know the participation fees

➤ **There are offers and discounts for groups**

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