

Negotiation Skills Workbook

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He has developed and conducted custom designed negotiation skills seminars for sales, purchasing, insurance, personnel, finance, training, engineering, contracting, real estate, government and regulatory relations, various professional groups and general management. He is the author of Negotiation: The Art of Getting What You Want, originally

The key to successful negotiation is to shift the situation to a "win-win" even if it looks like a "win-lose" situation. Almost all negotiation have at least some elements of win-win. Successful negotiations often depend on finding the win-win aspects in any situation. Only shift to a win-lose mode if all else fails.

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Successful negotiations often depend on finding the win-win aspects in any situation. Only shift to a win-lose mode if all else fails.

The Conflict Management Skills Workbook contains five separate sections to help participants learn more about themselves and the skills they possess to manage conflicts that occur in ... management and negotiation skills. Preparation for using the assessments and activities in this book is important.

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The Communication Skills Workbook is designed to be used either independently or as part of an integrated curriculum. You may administer one of the assessments and the journaling exercises ... negotiate to ensure win-win situations, maintain effective The Communication Skills Workbook is .

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