

Course

NEGOTIATION SKILLS FOR PROJECT MANAGERS

About Course

Whether you are asking for resources, negotiating with a vendor, or dealing with conflicts on the team, being a skilled negotiator makes you a better project manager. In this active, participatory course, you will practice the skills of negotiation and receive one-on-one feedback and coaching tips to improve your performance.

You will learn about the types of negotiation and different styles that you can adapt during negotiations. You will learn to determine your individual negotiation style and how to adapt to situations for more successful negotiations. You'll gain an understanding of competitive and collaborative negotiation and learn how to recognize each.

Who should attend

Anyone who is involved in, or affected by, projects or change management within an organization, including project managers, IT project managers, project coordinators, team leaders, product managers, program managers, project team members, subject matter experts, analysts, stakeholders, and senior managers who want to get more out of their project teams

Course Features

- How personality can help (or hurt) a negotiation
- Negotiation practices and techniques
- How to thoroughly plan for a negotiation
- How to execute a negotiation strategy
- Breakthrough tactics for difficult negotiations
- Coordinate a release
- Close out a project
- Apply agile practices to your organization

Course Outline

Introduction to Negotiation

- Negotiation Defined
- Conflict Resolution
- Stages of Negotiation

Personality and Negotiation

- Natural Tendencies
- The Six Principles of Persuasion
- Thomas-Kilmann Conflict Mode Instrument
- Collaborative Negotiation

Negotiation Practices and Techniques

- Negotiation Planner
- Positions vs. Interests
- Power Bases
- The Art of Questions
- Problem-Solving Question
- Creative Options to Achieve Mutual Gain
- Objective Criteria
- BATNA (Best Alternative to a Negotiated Agreement)

Putting Negotiation into Action

- Preparing for a Negotiation
- During the Negotiation
- After the Negotiation
- Team Negotiations

Breakthrough Strategies

- Identifying Obstacles
- Overcoming Obstacles
- Achieving a Collaborative Negotiation

Course Information

Duration:

14 Hours (2 Days)

Earn:

14 PDUs

Delivery Method:

Traditional Class

Knowledge areas addressed

This course addresses all the knowledge areas included in the Project Management Institute's A Guide to the Project Management Body of Knowledge, (PMBOK® Guide) Sixth Edition