A TCS Company
octara
Training | Consultancy | Digital Transformation

intek SOLUTIONS



EFFECTIVE NEGOTIATION SKILLS



March 24, 2022 | Regent Plaza-Karachi
10:00 AM to 5:00 PM*

Course Objective

To equip participants with winning negotiating techniques with a focus on Communication, Closing Techniques, Personal Growth Areas & Intuition, Imagination, Role plays, Win / Win and motivation through case studies, self-evaluation, group interaction and Emotional Intelligence.

Most of us are reluctant to negotiate. For many, it is a painful experience, which ends up in frustrations and stress. The negotiation learning cycle is indeed quite 'inherent'yet 'distant'to most of us.

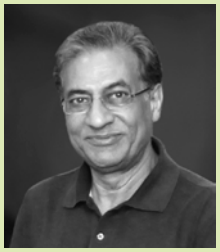
Although real life situations and 'on the job'training is the best coach to become a "Skillful Negotiator", yet attending intense short duration workshops, sporadically, add value to perception and contribute in sharing one's own experiences with others.

Program Benefits

- How Quickly can you get down to business
- What are "their"priorities?
- Are concessions viewed as weakness?
- Should you use an aggressive approach?
- Will certain tactics be viewed as deceptive?
- How do "they" view the issues?
- What strategies will most likely be compatible with "their" style of negotiating?
- How can you "read" the other side's reactions?

Who Should Attend?

For all those involved in business, managerial and other kinds of negotiations who wish to enhance their negotiation skills and make negotiations a more enjoyable, rewarding and effective part of their job.



Facilitator: Haseeb Hasan

OD Maverick / Business Coach / International Keynote Speaker

- 24 years of work experience in the corporate industry, Pakistan, Singapore &.UAE
- Established IntekSolutions, training consultancy, UAE
- Experienced as a "Master Trainer" he has been a corporate trainer in a wide range of subjects, including: Creativity and Innovation, Team Building, Performance Management, Sales, Leadership and managerial skills

Haseeb has extensive experience from the corporate world, where he was employed prior to establishing IntekSolutions, and is now considered amongst the new breed of dynamic "Motivational Speakers" that brings thought provoking internal changes with his audiences / organizations. His mission in life is to be an effective 'channel' for anybody who comes across, either professionally or personally. He has designed / created several life changing modules that thousands have benefitted from in the past 24 years of him being a corporate trainer / motivational speaker / Life-coach.

Haseeb had worked with British American Tobacco, LU Biscuits, Merrill Lynch and Informatics Singapore, embarking on different assignments including Marketing, Finance, Sales, MIS and Business Development. His corporate experience reflects strongly in his seminars / trainings / coaching / keynote speeches with practical tools and solutions applicable in real life.

Haseeb is a Consultant to many organizations in the areas of "Business Development", "Social Media", "HR", "Change Management", "Organizational Development" and "Re-engineering". He is consultant to various industries including, Tele-Communication, FMCG, Oil and Gas, Pharmaceutical, Banking, Retail, Hospitality, IT, Social Media, Travel, among several others.

Haseeb provided 'one-on-one' coaching to innumerable CEOs, Leaders, Singers, Actors and Celebrities. Many people have ranked his "Motivational Skills" amongst the highest of all techniques of training/coaching that he employs.

Haseeb's Hobbies Include training people, photography, reading, writing, traveling, yoga, meditation, running marathons, self-development, achieving challenging goals, social contributions, spending time with nature

Organizations Benefitted from Haseeb's Training

Coca-Cola, Qatar Petroleum, RBS, Ford, GSK, DuPont, Burj Al Arab, Unilever, GM, Nestlé, Bayer, Siemens, Gillette, Barclays, Pepsi, Sony Ericsson, Mashreq, Deutsche Bank, Young Presidents' Organization

Only Vaccinated Participants are eligible to attend the workshop
***Date of training program is subject to change as per the guidelines from GoP on COVID_19**

...only from Octara!!!

For Details & Registration contact
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Helping You Succeed!

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Agenda

Effective Communication Skills in Negotiations

- Role of Perception in Communication
- Importance of Upward & Downward Communication
  - Breaking the Communication barriers
  - Patterns of Communication in a cross-cultural environment
  - The Sandwich Approach to gain an ally in negotiations
- Inter-departmental Communication
  - Communicating with internal customers
  - Assess your communication style
  - Understanding the "Johari Window" in Negotiations
- Role of effective Communication in Team Building
- Flaws in business communication
- Body Language/Non verbal Communication
  - Positive & negative connotations of body language
- Communication Differences in Cultures
  - High & Low context cultures
  - Communication failures between people from different cultures

Dealing with Different personalities in Negotiations

- How to recognize 7 most difficult personality types and how to deal with each
- How to use a fail safe strategy for keeping a disagreement from escalating into an argument
- How to say "no" without feeling guilty or causing resentment. The ritual of negotiating – six basic steps
- Learn the 9 steps of assertive communication that will put power and confidence in your work
- Learn positive techniques for delivering constructive feedback to co-workers, employees, even the boss

Listening Skills

- How listening impacts the outcome of Negotiations
- How to improve listening
- What is Reflective Listening?

Negotiation Skills

- Why is Negotiating important?
- The key to Negotiating Success---You
- The ritual of negotiating-six basic steps
- The essence of Negotiations
- Why is win/win better than win/lose or a lose/lose situation
- Formal preparations for Negotiations
- Plan your strategy and present your points
- Psychological detective Work and Self-Evaluation
- Setting the stage for Negotiations
- Exploring "BATNA" – Why is this important?
- Cross Cultural Considerations
- Pitfalls to negotiations – Common mistakes to avoid
- What is your EQ? How do "Emotions" affect the Negotiation process
- Testing your negotiation skill
- Seven steps to Agreement and Closing
- Reading the opposition: A Negotiator's guide to Body Language
- Observing the opponents non-verbal communication
- Identifying your opponents base mode of Body Language
- Hidden Assumptions and how to recognize needs
- Importance of assertiveness in Negotiations
- Informal Rapport building as an effective tool
- Effective "Closing Techniques". When and how to 'close' deals?

Workshop Investment

PKR 15,000/-

+SST Per Participant

Group Discount Available

Fee Includes:

- Hotel Venue for Training
- Course Material • Certificate of Attendance
- Lunch & Refreshments • Business Networking
- Post-Workshop Advisory Services
- Membership for TCS Octara WebMall+ (WhatsApp Group)
- Value Added Octara Loyalty Card*



*Entitles card holder to 20% discount on all future Octara Trainings and also more discount on other TCS Services

Bring this program In-house at attractive discount

This workshop can be customized to suit specific needs of your organization which may lead to significant savings.
Please contact Sarim Atique at sarim.atique@octara.com or call at 0345-8949470

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For Registration & Details:

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