



YOU CAN BE A CONFIDENT NEGOTIATOR

Negotiation Skills for Women

A DYNAMIC ONE DAY COURSE IN SYDNEY

Less than 26% of women feel confident negotiating, compared to 50% of men. That's why YOU need to attend this course.

Enrol now to master 3 key steps

1

PLAN your approach

- Assess your position
- Develop your strategy
- Create a back-up plan

2

DIRECT discussion

- Manage information flow
- Exchange concessions
- Build a high gain deal

3

CLOSE the deal

- Know when to walk away
- Ask for the deal
- Use closing frames

Learn to keep negotiations on track, build positive alliances and become a star negotiator.

Course Outline

Look, feel and sound confident at the negotiating table. Learn a step-by-step approach to preparing your strategy, exchanging information and creating win-win deals. Overcome five key problems women face when negotiating. Build your skills and confidence - so you know what to do and say during even the toughest negotiations.

BY THE END OF THIS COURSE, YOU WILL KNOW HOW TO...

1. Eliminate 'bad habits' which can limit your success as a female negotiator
2. Plan and structure a negotiation
3. Increase your negotiating power by developing a strong back-up plan
4. Exchange concessions to build a 'deal' or agreement
5. Handle dirty tactics calmly and assertively
6. Close a deal or formalise an agreement
7. Speak persuasively, using influential language techniques

SESSION ONE

MISTAKES TO AVOID

Discuss gender norms and their impact on female negotiators' styles and approaches. Learn 5 key mistakes to avoid.

SESSION TWO

SELF ASSESSMENT

Complete a quick questionnaire to discover the strengths and weaknesses of your negotiation style.

SESSION THREE

STEPS FOR SUCCESS

Hear how to use five key steps to ensure you get a fair, viable and profitable deal when negotiating in business contexts.

SESSION FOUR

PREPARATION

Get hands-on experience building a negotiation 'map'. Create a back-up plan, so you can walk away from unfair deals.

SESSION FIVE

EXCHANGE

Negotiation is all about exchanging concessions. See how to use verbal 'frames' to manage this process effectively.

SESSION SIX

DEAL MAKING

Discover how to build and package options. to create a deal. Handle dirty tactics and close off on a positive note.

COURSE DATES AND VENUES

Sydney:

26 August 2017
BCA Training Rooms
Level 1, 65 York Street

“think
learn?
succeed”
“smart training for clever people”



MEET YOUR COURSE LEADER

Eleanor Shakiba is a people skills expert. She has trained over 50,000 professionals in the art of high impact communication. She writes, coaches and consults in the areas of business communication and conflict resolution.

Eleanor started her career as a writer and theatre director. She next moved into training and management roles at the University of Sydney. Today, she is one of Australia's leading trainers in the field of breakthrough communication. She is the author of *Difficult People Made Easy* and has written 90 training programs.

Her qualifications include a B.A. in Social Anthropology; Graduate Certificate in Adult Education; Graduate Diploma in Counselling, Master Practitioner and Trainer accreditation in Neuro Linguistic Programming; DISC and MBTI accreditation.

Eleanor is passionate about helping people turn difficult conversations into constructive dialogues. Students describe her as 'a lively and enthusiastic presenter who can keep you engaged for hours.'

ENROL NOW

www.thinklearnsucceed.com.au



BOOK YOUR SEAT

YOU can become a savvy negotiator!

Course Details

This course is offered in Sydney. Eleanor is looking forward to working with you.

**SYDNEY
WORKSHOP
26 AUGUST 2017**

9.00 to 4.30
BCA Training Rooms
Level 1,
65 York St, Sydney

BOOK YOUR SEAT

Book before
5 August 2017

\$440
**EARLY BIRD
PRICE**
Normally \$550

Your course fee covers
extensive notes, lunch and
an inspiring day of training
with well-known trainer
Eleanor Skakiba

What clients say about Eleanor's courses

"Great course which gave
me insight and useful tips I
can use right away"

Amber Emery
University of New England

"Very good overview of
negotiation. Facilitator was
great at tailoring to needs"

Sarah Dickson
Zurich

"The course was very
useful – loads of practical
solutions"

Vanessa Di Francesco
Moriah College



"smart training for clever people"

P.O. Box 1541 Rozelle NSW 2039
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REGISTER HERE

Or enrol online at www.thinklearnsucceed.com.au

1. CHOOSE YOUR LOCATION , DATE AND PRICE

Sydney 26 August 2017 Early bird (before 5 August) \$440 Standard \$550

2. PROVIDE YOUR CONTACT DETAILS

First name: _____ Last name: _____

Email: _____ Work phone: _____

After hours phone: _____ (For urgent situations such as last minute venue change)

Company name: _____

Postal address: _____

3. CONFIRM ACCEPTANCE OF REGISTRATION TERMS

I agree to the following registration terms.

If a registration is cancelled more than 21 working days before the date of the scheduled workshop, the fee of the workshop will be refunded, minus a \$330 processing fee. If a registration is cancelled between 21 and 7 working days before the date of the scheduled workshop, the registered participant will receive a redeemable credit note that can be used to attend another Think Learn Succeed workshop. The credit note will be valid for 6 months from the date of the workshop. If a registration is cancelled less than 7 working days before the date of the scheduled workshop, no refund or credit note will be issued. An alternative participant may attend in the place of the registered participant

In rare circumstances, unexpected events can lead to Think Learn Succeed workshops being cancelled or rescheduled. Think Learn Succeed therefore reserves the right to change the speaker, date or venue at any time prior to the event. Think Learn Succeed will minimise the risk of changes to any workshop and will notify all participants of any changes as soon as possible.

Name _____ Signature _____

4. PROVIDE PAYMENT DETAILS

Visa - Master Card - American Express Cheque made payable to Think Learn Succeed Pty Ltd

Card number: _____ Payment amount: _____

Name on card: _____ Signature: _____

Expiry date: _____ Security code: _____

Thank you for your registration