Post-Class Reinforcement Materials

Each of the Leadership and Professional Development courses include a suite of post-class reinforcement materials that are unique to each title. Content such as e-books, quick videos, personal and team assessments, tools and templates, and other materials, have been selected to ensure that you continue your journey to ongoing success beyond the classroom. All e-assets, such as books and videos, come with 1-year access.

Strategic Negotiation Skills | 2 Days

Reinforcement Videos
• Habit 4: Think Win/Win featuring Stephen Covey
• The Role of Power and Influence in Organizations featuring Linda Hill
• The Importance of a Human Connection in Negotiations featuring Larry Dressler
• Negotiating Strategies and Tactics featuring Brian Tracy
• An Alternative to Persuasion featuring Daniel Pink
• The Most Powerful Form of Negotiation is Reciprocity featuring Stewart Levine
• Negotiating: Both Sides Need to Feel Pain and Pleasure featuring Ron Meyer
• How To Be Persuasive featuring Jay Conger
• The Myth of the Tough Negotiator featuring Bruce Campbell
• Conflict Resolution and Negotiation featuring Stewart Levine
• Negotiate to Win featuring Les Green
• Overcoming Fear: Techniques to Drive Performance featuring Vince Poscente
• Why Simple is Better featuring Vikas Kapoor
• Communication is a Two-Way Process featuring Michael Shanahan

Book Summaries
• Mastering Business Negotiation: A Working Guide To Making Deals And Resolving Conflict by Roy J. Lewicki and Alexander Hiam
• Just Listen: Discover the Secret to Getting Through to Absolutely Anyone by Mark Goulston

Blueprints
• Doing Deals: The 12 Traits of Successful Negotiators by Brandon Baum, Michael Frankel, Joseph A. Hoffman and Roger Strode

Leader-Led Activities
• Negotiation Benefits Discussion Guide
• Negotiation Techniques Discussion Guide
• Negotiation Errors Facilitation Guide
• Negotiation Styles Facilitation Guide
• Preparing to Negotiate Facilitation Guide
• Preparing to Bargain Application Guide

Self-Assessment
• Negotiation Errors
• Making Proposals
• Negotiation Style

Business Impact
• Business Impact: Effective Body Language in Negotiations

Challenge
• Challenge: Vendor Negotiations: Choosing the Best Approach

Tools
• Negotiation Tracker
• Negotiation Preparation
• Getting Started
• Negotiation Techniques
• Avoiding Traps
• Persuade or Compromise

Test
• Leadership Advantage Test Yourself: Negotiating

Core Message
• Leadership Advantage: Negotiating 2.0

Case Study
• Negotiation Opportunities
• Preparing to Negotiate
• Making a Proposal
• Using Negotiation Techniques
• Compromising

Key Concept
• Key Concept: Why Negotiate?
• Key Concept: Types of Negotiation
• Key Concept: Negotiation Challenges
• Key Concept: The Three Phases of Negotiation
• Key Concept: Negotiation Preparation
• Key Concept: Know Your BATNA and Walk Away Point
• Key Concept: Getting Started at the Bargaining Table
• Key Concept: Negotiation Proposals
• Key Concept: Getting to Agreement – Responding to the Other Party in a Negotiation
• Key Concept: Negotiation Techniques
• Key Concept: How to Avoid Negotiation Traps
• Key Concept: Styles of Negotiation
• Key Concept: Being a Persuasive Negotiator
• Key Concept: When You Must Compromise

e-Books
• A Winner’s Guide to Negotiating: How Conversation Gets Deals Done
• Negotiate to Win: The 21 Rules for Successful Negotiation
• Negotiating Success: Tips and Tools for Building Rapport and Dissolving Conflict While Still Getting What You Want

Videos/Courses
• Don't Negotiate Without A Plan “B”
• Learning to Negotiate
• Asking Your Customers For Advice
• Search For The Underlying Interests Behind Negotiating Positions

Materials listed above are representative and do not include all assets, which are subject to change as titles and resources are always being updated.