

Negotiation Skills



Latar Belakang:

Tanpa sadar setiap hari kita bisa melakukan negosiasi. Bentuknya bisa bermacam-macam, seperti tawar-menawar, kompromi, atau sekadar bujukan.

Selain keberanian, perlu teknik, pengetahuan, dan timing yang tepat dalam bernegosiasi. Tak hanya bermanfaat untuk sales, marketing, atau bisnis saja, negosiasi bisa berpengaruh juga pada setiap interaksi kita dengan orang lain.

Negosiator ulung selalu dibutuhkan & dicari. Pelatihan ini akan meningkatkan kemampuan Anda menjadi negosiator yang kompeten.

Pelajari metode negosiasi melalui pengendalian emosi, menjadi pendengar aktif, memahami kebutuhan pihak lain, menguasai teknik komunikasi, sekaligus mengajukan pertanyaan dengan berbagai trik dan taktik.

Ayo segera kuasai teknik negosiasi yang benar!

Suasana Pelatihan:



Tujuan:

- Memahami proses negosiasi dan kapan negosiasi harus dilakukan
- Mengembangkan kemampuan dalam bernegosiasi secara efektif
- Mempraktikkan berbagai teknik negosiasi untuk meningkatkan keberhasilan dalam negosiasi

Peserta akan memperoleh:

- Pre-reading materials
- Slide presentasi
- Pre-test & Post test
- Case Study

Metode Pelatihan:

- Pre-reading material
- Pelatihan
- Diskusi dan quiz
- Forum tanya-jawab dan sharing

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Setiap pembelian training,
anda akan berdonasi 1 beasiswa
bagi mereka



Workshop Outline:

Module 1:

Introduction

- What is a Negotiation?
- Basic Principle in Negotiation : Why We Negotiate?
- Misperception in Negotiation and What It Should Be

Negotiation Skills Framework

- Negotiation Preparation
- Communication in Negotiation
- Step & Tactic in Negotiation

Module 2:

Negotiation Preparation

- Determine Negotiation Objective
- Identify your Strength & Weakness
- Seeking The Information of your Negotiation Partner
- Identify your Negotiation Partner Strength & Weakness
- Determine Alternative Solution
- Case study & presentation

Module 3:

Communication in Negotiation

- Questioning Skills in Negotiation
- Listening Skills in Negotiation
- Non Verbal Behavior in Negotiation
- Role Play & Practice

Characteristic of Win-win Negotiation

- Benefit of Win-win Negotiation
- Characteristic of Win-win Negotiator

Module :

Step & Tactic in Negotiation

- Step of Negotiation
- Negotiation Tactic
- Handling Negotiation Tactic
- Role Play & Practice

Dealing with Unethical Negotiation

- Asking for Time Out in Negotiation
- Tips to be Avoided - Mistakes in Negotiation

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021-4515718
onegmlofficial
One GML

0821-2325-3700 / 0877-8658-2959
corporate.qubisa.com/premium
gml@gmlperformance.co.id

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