

How to Negotiate: The Art of Getting What You Want

Part 1: The Inner Game of Negotiation

DO I KNOW WHAT I REALLY WANT?

Purpose: Know what you really want

Notes and Reflections

Equanimity: Be centered

Notes and Reflections

Preparation: Think ahead

Notes and Reflections

Negotiation

Worksheet & Notes

What is the **objective** for the negotiation?

What is the **frame**?

Phase I – The Inner Game

Do I know what I really want?

Purpose. Know what you really want

Equanimity. Be centered

Preparation. Think ahead

Phase II – Exploring Mutual Benefit

Is the space safe?

Relationship. Build connection

Interests. Seek to understand

Options. Priming creativity

Phase III – Leverage and Tactics

Am I playing the right game?

Leverage. Build it, use it

Game. Recognize it

Tactics. Move and counter

Negotiation

Phase 1 – The Inner Game

Equanimity. *Be centered*

- Don't want/avoid something too much. This weakens your ability to negotiate
- Reflect: how much do I want this?
- In the space to the right, put a dot on the continuum
- Whatever half the dot is on, brainstorm ideas on the other side until you feel that the pros and cons of the opportunity is equal

How do I view this opportunity?

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I Don't want it! **I MUST have it!**

List the pros *List the cons*

Preparation. *Think ahead*

- Negotiations is often a fast and dynamic process
- In preparation, do some pre-thinking and research on topics which may come up during the negotiation
- Some topics which may deserve some pre-thinking/research include: benchmarking industry norms, thinking about what the other side wants, knowing what you have to offer, some potential negotiation positions and options, etc.
- In the space to the right, jot down your thoughts

What might the other side want?

Why do they need me?

What are some key benchmarks?

What are some positions/options?