



Honeylight

ENTERPRISES PTY LTD

NEGOTIATION TRAINING

Key Outcomes/benefits

This program will help you identify and focus on the skills required for achieving positive results through negotiation. It equips you with the tools, techniques and concepts required to manage negotiations successfully, including:

- Application of appropriate negotiation styles to your contract
- Effective strategic planning/communication throughout each stage of negotiations
- Respond to tactics and strategies in real time
- Maintain focus during a negotiation
- Develop a comprehensive negotiation planning process
- Manage the negotiation process
- Practise negotiation techniques to develop/ refine your skills

Key Topics

- Negotiation styles and finding the right one
- Negotiating by position
- The five negotiation stages
- Negotiation, focus and mind sets
- Negotiation strategies and tactics
- Strategic communication within a negotiation context
- Use learned outcomes to prepare an action plan
- Getting to Yes: Don't get stuck on a single issue
- Negotiation preparation framework
- Ask enough questions with the right language and skill to allow them to get to the real issues.
- Closing the deal
- Managing key working relationships
- Learning from each negotiation

Duration and format

2 days in duration, this highly participative workshop style program blends a variety of different methods, including presentations, facilitated group discussion, live examples from your company, project team work groups, exercises and case examples. The format allows participants to openly discuss issues from within their own organisation and benefit from the collective experience of participants and presenter.

Powerful presenter/Facilitator

Beverley Honig BA LLB MBA is the CEO of Honeylight Enterprises Pty Ltd and is well known in industry and government as a business guru. She is commissioned to run tenders for many client organisations in the industry, and is a popular training developer and facilitator, with a background as an international lawyer.

She brings a wealth of global commercial experience in the areas of supply chain management, contracts, projects and sourcing. She has led reviews and structured management programs in the public and private sector across many industries. She also brings years of experience as an executive general manager at Coles Myer Ltd.



She is the published **author of the authoritative bestseller business book "Making Contracts Work"** and a renowned international public speaker. Beverley had had many years of general management experience in public companies such as Coles Myer, with responsibilities for asset portfolios worth \$1.5 billion.

Beverley is the Presiding Judge, Essential Services Commission Appeals, and has held board directorships across multiple industries, including Board Director Melbourne Markets, Centre for Adult Education, and AICC. She is a sessional lecturer and facilitator for QUT Business School's Executive MBA Program in Complex Project Management in Canberra for the Department of Defence, and is also a senior lecturer at Melbourne University in the areas of Project Management and Supply Chain Management. Beverley was nominated International Businesswomen of the year and is the recipient of several business awards presented by the Prime Minister, in recognition of outstanding contribution to international trade links. Beverley is listed in the Who's Who of Business.

What's Included?

- an interactive workbook, with summaries of key concepts and skills
- a quick-reference card on critical negotiation skills
- access to Honeylight's Centre of Excellence online forum

For further information or to book your next course call +613 96139945 or email info@honeylight.com.au