

Successful Negotiation in a Project Management Environment

PDUs - 13
CEUs - 1.3

PMI's Talent Triangle Breakdown

Technical - 6.75
Leadership - 6.00
Strategic - 0.25

PMI's Certification Breakdown

PMP - 13.00
PMI-ACP - 6.25
PMI-SP - 6.25
PMI-RMP - 6.25
PfMP - 6.25
PMI-PBA - 6.25

Course Description: This course will examine the strategies of successful negotiation throughout the project's life cycle. Participants will learn the value of successful negotiation, the negotiation process, and different negotiation models. This course will include examples in negotiation over scope, deadlines, change, and getting the best price from your vendor. This course will follow one or more of Project Management Institute's knowledge areas of the *PMBOK® Guide*.

Method of teaching: Students will learn tips, techniques and processes through webinars, which can be accessed 24/7 and completed at their own pace. Remember, though, that you must complete the course within 60 days.

Course Objectives:

Objective 1: Define negotiation

- Identify the benefits of negotiations
- Define and detail negotiating skills for project managers
- Define and detail negotiations in projects including interpersonal negotiations and contract negotiations

Objective 2: Examine the negotiation process

- List and examine negotiation strategies
- Examine preparation techniques for negotiation
- Discuss how to lead the negotiation process

Objective 3: Recognize how to deal with the other party's negative tactics

- Examine how to align the support of others before, during and after the negotiation
- Identify communication skills needed for successful negotiation
- Analyze win-win negotiations
- Create strategies for controlling conflict in negotiation
- Apply negotiating to resolve conflict

Objective 4: Develop how to negotiate with your project team

- Discover negotiation skills for purchasing
- Examine how to use BAFO to your advantage