

NEGOTIATE LIKE A PRO



*...And Get
What You Want
More Often*

WORKSHEET

Negotiating skills have never been more relevant. You're negotiating on a regular basis with your boss, friends, family members, neighbors and strangers. Enhancing your negotiating knowledge and skills will provide great rewards.

These questions will help you gain a perspective of your current negotiating skills and determine how you can strengthen them.

1. When do I negotiate in my life? Make a list of the negotiations you participate in each week.

2. Have I left negotiations in the past feeling bitter? What outcome would have left both parties feeling better about the process?

3. What three actions can I take today to enhance my rapport skills?

4. What can I do to counteract someone that is negotiating aggressively?

5. What are the pitfalls of positional negotiating? Do I have a tendency toward this type of interaction? How can I bargain differently?

6. How would my life improve if my rapport and negotiating skills were greatly enhanced?

7. What mistakes have I made in the past when negotiating? What can I learn from these mistakes?
