

# Negotiation Skills

Negotiation is a basic means of getting what you want from others. It's a back and forth communication designed to reach an agreement when you and the other side have some interests that are shared and others that are opposed.

This course covers the basics of what constitutes a negotiation, the key stages of a negotiation, skills you can apply to your negotiations and some practical advice so you can bring all of this together and become a more effective negotiator.

Course	Module Number	Module Name	Pass % Required
Negotiation Skills	1	What is Negotiation?	70
Negotiation Skills	2	The Key Negotiation Stages and skills	70
Negotiation Skills	3	Negotiating Positions	70
Negotiation Skills	4	The Negotiation	70

## Recommended System Requirements

- Browser: Up to date web browser
- Video: Up to date video drivers
- Memory: 1Gb+ RAM
- Download Speed: Broadband (3Mb+)

**Duration:** 46 minutes (*Note: This is based on the amount of video content shown and is rounded off. It does not account in any way for loading time or thinking time on the questions.*)