

## **Collaborative Communications Strategies: Negotiation Skills & Engagement Practices**

What do you need to negotiate as a project manager? EVERYTHING! Resources, schedules, budgets, requirements, contracts...you name it! And how important is communication? PMI recently reported that over one-third of project failures are in some way a result of a communication breakdown!

This course will provide project managers with the tools and techniques needed to effectively negotiate resources and other issues when needed and effectively communicate with stakeholders to magnify and enhance their probability of success.

Attendees will come away with up-to-date methodologies that will enable them to navigate office politics through the use of creative communication strategies and an understanding of behaviors extending from various types of personalities.

This course will include:

- Communications
  - Office politics
  - Relationships
  - Conflict resolution
  - Accountability
  - Effective communications
  - Project charter
- Using negotiation successfully in collaborations
- Understanding basic types of negotiation
- Applying basic negotiation concepts
  - Groundwork for successful negotiation
  - Understanding basic bargaining techniques
  - Strategies for mutual gain
- Understanding how to reach consensus and set terms of agreement
- Dealing with difficult issues
- Negotiation as a process for everyday success