

SUCCESSFUL NEGOTIATING

Sunday: Learn how to set up the best environment for a negotiation. **Monday:**

Learn how to research and plan your objectives.

Tuesday: Consider variations to the venue for a meeting. **Wednesday:**

Explore the opening moves in the meeting. **Thursday:**

Discover the best ways of moving

a negotiation forward. **Friday:** Learn how to bring a negotiation to a satisfactory end. **Saturday:** Plan

how you can continue to grow your negotiation skills.

IN A
WEEK

**LEARN IN A WEEK, WHAT THE
EXPERTS LEARN IN A LIFETIME**

PETER FLEMING

CHARTERED FELLOW OF THE INSTITUTE
OF PERSONNEL DEVELOPMENT

Teach Yourself Negotiating

Julia Schneider



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