



## **SUPPLY MANAGEMENT TRAINING INTRODUCTION TO NEGOTIATIONS SEMINAR**

**Date: October 21 & 22, 2010**

**Location: Moncton**

**Facilitator: Peter Tye**

**Duration: 2 days**

### **INTRODUCTION**

Negotiations skills are important in the supply management field, as supply management professionals often find themselves in formal and informal negotiation situations with suppliers and other parties.

Negotiation skills are also important in your personal life. There are many different types of negotiations, and your priorities may change, depending on the negotiation situation – from financial gain to increasing your personal status. In some situations, maintaining a personal or business relationship is the number one goal.

### **ABOUT THIS SEMINAR**

The goal of this seminar is for candidates to practice and improve their negotiations skills. Candidates will learn negotiations terminology, negotiations preparation, and the post-negotiation evaluation process. During the seminar candidates will discuss the theories, share real world experiences, and participate in simulations of negotiations. It is important that the candidates have read the readings prior to the seminar, so that they can participate fully in the discussions and activities.

This seminar has four lessons delivered over two days. Classroom participation and exercises count for 50% of the seminar mark, and a final assignment counts for the other 50%. The last lesson (lesson 4 on day two) consists of instructor-led and individual review. There will be time in lesson 4 to work on the final assignment. The instructor will hand out the requirements for the final assignment.

***CANCELLATION POLICY:*** Cancellations up to fourteen (14) days prior to the beginning of the course/seminar are entitled to a full refund. Cancellations within fourteen (14) days of the course/ seminar will be charged a 20% administration fee and the return of any material.