## Negotiation and Influence

### Sample Program Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Day 1</th>
<th>Day 2</th>
<th>Day 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30-9:00</td>
<td>Breakfast</td>
<td>Breakfast</td>
<td>Breakfast</td>
</tr>
<tr>
<td>9:00-10:45</td>
<td>Fundamental Negotiation Concepts</td>
<td>Team Based Negotiations and Preparation</td>
<td>Shadow Negotiations and Influence</td>
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<tr>
<td></td>
<td>Yerba Mate Exercise</td>
<td>MYTI-PET Exercise</td>
<td>FASTSKIN Exercise</td>
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<tr>
<td>10:45-11:00</td>
<td>Break</td>
<td>Break</td>
<td>Break</td>
</tr>
<tr>
<td>11:00-12:30</td>
<td>Integrative Negotiations</td>
<td>Team Based Negotiations and Conflict Management</td>
<td>Shadow Negotiations and Influence</td>
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<tr>
<td>12:30-1:15</td>
<td>Lunch</td>
<td>Lunch</td>
<td>Lunch</td>
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<tr>
<td>1:15-3:15</td>
<td>Multi-Issue Negotiations</td>
<td>Influence in Cross Functional Teams</td>
<td>Cross Cultural Negotiations</td>
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<td></td>
<td>Grand Strand Exercise</td>
<td>Best Stuff Exercise</td>
<td>Mexico Venture Negotiations Exercise</td>
</tr>
<tr>
<td>3:15-3:30</td>
<td>Break</td>
<td>Break</td>
<td>Q&amp;A and Closing Remarks</td>
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<tr>
<td>3:30-5:00</td>
<td>Multi-Issue Negotiations</td>
<td>Influence in Cross Functional Teams</td>
<td>Adjourn</td>
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<tr>
<td></td>
<td>Talon Publishing Exercise</td>
<td>Introduction to Shadow Negotiations</td>
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<tr>
<td>5:00-6:00</td>
<td>Networking Reception</td>
<td>Adjourn</td>
<td>*Please set aside 2 hours this evening for collaborative group work</td>
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</table>

*Please note that the sample schedule is subject to change*
Negotiation and Influence– Program Topics

The Negotiation and Influence program curriculum covers the following topics:

**Topic 1 | Fundamental Negotiation Concepts**
- Negotiation as a tool to create value and build relationships
- Fundamental concepts to use in every negotiation
- The psychology behind the negotiation process
- Common negotiation mistakes

**Topic 2 | Integrative Negotiations**
- Working towards integrative agreements
- Strategies for building trust and developing relationships
- How language impacts a negotiation
- How to ask questions (and how not to)
- Uncovering the other party’s interests

**Topic 3 | Multi-Issue Negotiations**
- Strategies and tactics for managing a multi-issue negotiation
- Understanding and utilizing your negotiation style
- Working with those who have a different style

**Topic 4 | Influence in Cross-Functional and Virtual Teams**
- Managing informational, procedural, strategic, and social complexities
- Facilitating the negotiation process (agenda, ground rules, decision rules, etc.)
- Creating a superordinate goal; why it works
- Managing the “no agreement alternative” and those who prefer the status quo
- Using a visual matrix for achieving high quality solutions while gaining team member buy-in

**Topic 5 | Team Based Negotiations and Conflict Management**
- Managing complex team dynamics
- Benefits of and detriments to negotiating in teams
- Internal vs. external negotiations
- Managing conflict and perceived power differences
- Rebuilding trust and apologies as a source of power

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Negotiation and Influence– Program Topics

The Negotiation and Influence program curriculum covers the following topics:

**Topic 6 | Shadow Negotiations**
- Assessing the negotiation landscape to prepare strategy for multiple stakeholders
- Influence strategies most effective with different stakeholders
- The impact of perceptions on the process and satisfaction with the outcome
- Using shadows in a positive way so as to not be considered political
- When to use the different communication mediums for maximum influence

**Topic 7 | Cross-Cultural Negotiations**
- Key cultural factors that influence negotiations (whether international or within the U.S.)
- Common mistakes made in cross-cultural negotiations
- Preparing for a cross-cultural negotiation
- Negotiating with your boss/manager for cross-cultural negotiation success
- Avoiding stereotype bias reinforcement

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