XCELERATE TRAINING INSTITUTE
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LEADERSHIP AND MANAGEMENT

Negotiation Skills Training Course

Preparing, Influencing and Closing Agreements That Create Value

DURATION	LANGUAGE	FORMAT	COURSE CODE
3 days	English or Arabic	Classroom / Online	TTC-113

Upcoming dates

Dates	Venue	Format	Fee
18 – 20 Jan 2027	Boston	Classroom	€3,900
22 – 24 Mar 2027	Cairo	Classroom	€2,400
3 – 5 May 2027	Casablanca	Classroom	€2,400
12 – 14 Jul 2027	Dubai	Classroom	€2,600
20 – 22 Sep 2027	Geneva	Classroom	€3,200
22 – 24 Nov 2027	Istanbul	Classroom	€2,600

Register or ask a question

Online: x8ti.com/course/negotiation-skills-training-course/
+491631686678 · info@x8ti.com

Negotiation Skills Training Course

Introduction

Every manager negotiates: with clients, suppliers, partners, colleagues and their own teams. Skilled negotiators reach better agreements faster while protecting relationships; unskilled ones leave value on the table or create conflict.

This practical course teaches proven negotiation frameworks and techniques, from thorough preparation and understanding interests to influencing, handling tactics and closing deals, including negotiation across cultures in the Gulf and international business.

Learning Objectives

By the end of this course, participants will be able to:

- Prepare negotiations systematically
- Distinguish positions from interests and create options
- Use BATNA, reservation points and anchoring effectively
- Apply persuasion and influencing techniques
- Recognise and respond to difficult tactics
- Negotiate effectively across cultures

Training Methodology

This course combines short expert presentations with practical exercises, case studies from the Gulf and international organisations, group discussions and work with real templates and tools. Participants are encouraged to bring examples from their own work so that the learning can be applied immediately.

Most of the course is spent on negotiation simulations with structured feedback.

Benefits for Your Organisation

- Better commercial outcomes
- Stronger long-term relationships
- Fewer deadlocks and disputes
- Consistent negotiation approach across teams
- Confident representatives in key deals

Benefits for You

- Proven negotiation frameworks
- Greater confidence in difficult conversations
- Practice through realistic simulations
- Influencing skills for daily work
- Better results in personal and professional negotiations

Who Should Attend

This course is designed for:

- Managers and team leaders
- Sales and business development professionals
- Procurement and contract professionals
- Project managers
- Anyone who negotiates in their role

Course Outline

Day 1: Negotiation Foundations

- Types of negotiation: distributive and integrative
- Preparation: goals, interests and information
- BATNA, reservation point and zone of agreement
- Anchoring and first offers
- Simulation and feedback

Day 2: Influence and Tactics

- Persuasion principles
- Questioning and active listening
- Creating options and trading concessions
- Recognising and countering tactics
- Simulation and feedback

Day 3: Complex Negotiations

- Multi-party and team negotiations
- Negotiating across cultures
- Handling emotions and deadlock
- Closing and documenting agreements
- Personal negotiation plan

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Registration Form

Negotiation Skills Training Course

Preferred dates: ..... Venue or online: .....

Duration: 3 days Language: .....

Please complete and email this form to us, or register online. We confirm your place and send the invoice within one working day.

Delegate information

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Official email: ..... Personal email: .....

Company information

Company name: .....

Address: .....

City / country: ..... VAT / tax number: .....

Person responsible for training & development

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Email: .....

Payment

☐ Please invoice me ☐ Please invoice my company

Signature: ..... Date: .....

Call
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Email this form
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Register online
Open the course page