



## ABOUT US

The *Integral* Group Limited (TIGL) is a down to earth, pragmatic consulting company who believe in bringing traditional rural values to city business. We are non-PC and our philosophy is simply to get on with the job and get results for our clients - but have fun while we are doing it!

Our areas of expertise include:

- procurement
- project management
- negotiating
- responding to tenders
- knowledge management

We have:

- run over 100 procurement projects
- run over 30 procurement workshops
- managed hundreds of projects
- run over 30 project management workshops
- helped over 45 clients respond to tenders

Our consultants are passionate about providing clients with practical solutions that are appropriate for them. A common sense approach is applied to ensure our clients' solutions are successfully embedded with their business.

*We do what we do well so you can do your core business well.*

# NEGOTIATION SKILLS THAT WORK

*Less Stress • More Success*

- *Do you want to be a more successful and confident negotiator?*
- *Do you want to learn the breakthroughs discovered over 20 years of negotiating?*
- *Are you leaving value on the negotiating table unnecessarily?*
- *Do you want to learn the "rules of the game" so that you can't be cheated?*

## WHAT ARE THE ISSUES?

Common issues through not understanding negotiating are:

- poor preparation leading to poor results
- missing opportunities and leaving value behind
- poor techniques damage relationships
- unnecessary stress and anxiety
- not recognizing tactics being used on you
- not knowing how to deal with aggressive behavior or dirty tactics

## WHO SHOULD ATTEND?

This workshop is intended to instill the basics of good negotiating at all levels of an organisation. It is appropriate therefore for a wide range of staff and will benefit anyone who:

- manages staff
- represents their organisation
- works on projects
- sells ideas (to staff and/or management)

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*"Informative workshop which held my interest throughout. I have more confidence in my ability to ask questions and seek clarification with clients but more importantly be able to understand I am working with 'people'."*

*Shona Te Huki - Magicseal Wellington Ltd*

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## WHY NEGOTIATING?

Negotiating is something we use every day, from trying to get internal resources, to representing the organisations we work for, or trying to get the best for ourselves or our families.

The psychology of negotiating is all about how people think and behave, understanding how this works makes life easier, and you more successful.

This workshop will introduce participants to some life-changing fundamentals and provide them with some usable tools that they can apply at work, or in life in general.



## FOR FURTHER INFORMATION

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## TESTIMONIALS

*“A good practical workshop that provides you with the tools to enter negotiations with confidence.”*

Russell Holmes - Sherwin Chan & Walshe

*“A very useful insight into the negotiation process in which I can take away some very valuable skills to utilise at work and in my personal life.”*

Brendan Main - Crombie Lockwood

*“Thoroughly recommended for real and practical skills to improve negotiating performance.”*

David Wilson

*“The negotiations seminar is really good value for money - and illustrated with real life scenarios that drive the points home.”*

Melissa Alfonso-Cruz - Johnson Group

## WHAT WILL I GET OUT OF THIS WORKSHOP?

This workshop will provide participants with information, and an understanding of:

- key success factors
- psychology of negotiating (the most important element)
- the power of questions
- 4 guiding principles
- 8 steps in the right direction
- 6 of the best to avoid
- a quick and effective strategy development tool
- how to prepare for a negotiation
- face to face meetings
- getting agreement

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*“I found the workshop informative and it opened my mind to more efficient methods.”*

Steve Ellis - Computer Care

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## WHERE IS THE TRAINING?

The workshop is delivered in-house and all you have to do is provide a suitable venue and appropriate support.

## HOW MUCH DOES IT COST?

The pricing for this 1-day workshop is shown in the table below:

10 - 14 Attendees	Per person fee in excess of 14 attendees
\$5,000	\$500

TIGL's pricing conditions for this training are:

- prices are exclusive of GST
- credit terms are 7 days after invoice date
- the only disbursements claimed are for out of town travel
- TIGL supply materials and workbooks
- the client supplies the venue and catering

## GUARANTEE

TIGL absolutely guarantee our work. Our satisfaction guarantee to you is that:

- in the unlikely event that you're not satisfied with our work, we would make sure that we work with you to put it right
- if at any time you're not satisfied with the value you've received when we invoice you, then we ask you to pay the value that you deem appropriate

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*“The course gave a broader understanding of the negotiation process from different perspectives and provided valuable, practical tools that can be applied in everyday negotiations.”*

Alison Marchesi, Director of Sales and Marketing  
Carlton Crest Hotel Sydney

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