

NLP TIPS OF THE MONTH JANUARY 2007 EDITION

By Chris McKee

Registered Psychologist and a certified Trainer of NLP, Time Line Therapy® and Hypnosis.

10 TIPS FOR SUCCESSFUL NEGOTIATION

1. Set a clear outcome before you begin to negotiate and ENSURE the outcome is focused on win-win solution rather than just moving away from a problem.
2. Be sure you are clear on the evidence you know you need to have to be convinced that you have achieved your outcome. Be specific and write it down. When you have completed the negotiation, check to be sure you have in fact got what you wrote down.
3. Get into rapport with each member of the other party and stay in rapport with them. Match things like breathing, body postures, any key words a person might use and gestures. Understand that being in rapport does not mean agreeing with what the other party says, just respecting their position.
4. Be sure you are clear what is relevant from the beginning. This way, if the other party goes off track you can steer the negotiation in the direction needed to ensure a successful win-win solution.
5. Use a lot of purposeful questions and avoid a lot of statements. This leaves the door open for the other party to be able to see the pitfalls of their position without you having to directly point it out.
6. Summarise as you go. Check in with the other party to be absolutely sure you all understand what has been said to date. This allows any misunderstandings to be cleared up early on.
7. Early into the negotiation get common agreement. In NLP this is called chunking up. The purpose is to get a shared area of agreement – from here successful negotiation is possible. Without it, the negotiation has no grounds for success.

8. Use a conditional close to test what the other party is willing to commit to. For example: 'If I/We were to do X, you would do Y?'
9. When the other party proposes a solution, avoid immediately giving a counter proposal. Discuss their offer in detail first to provide the opportunity for them to 'discover' any flaws in it being win-win oriented.
10. Avoid using the words BUT and/or UNDERSTAND when seeking a win-win solution. Instead use 'I agree with X, and....'; 'I respect X, and....'; and 'I appreciate X, and....'