Individual training: Negotiation

Customised techniques for effective negotiations: Your ideal learning success with a personal trainer.

In this face-to-face training course, you will learn how negotiation processes work and how to negotiate effectively in your professional life. You will learn about different negotiation styles and how to use them appropriately in different situations. You will develop conversation techniques and methods to achieve your goals actively, cooperatively and flexibly.

The training is tailored to your needs and offers a direct examination of your specific negotiation situations. With this individual training, you will receive tailor-made solution strategies and effective communication techniques that you can be apply immediately.

Please choose from these topics:

Preparation and Structuring – Building the Foundation

- Defining clear goals, interests, and success criteria.
- Preparing and structuring negotiations effectively.
- Distinguishing between positions, tradeables and underlying interests.

Negotiation Strategies and Styles

- The Harvard negotiation concept and interest-based negotiation.
- Recognising the limits of cooperation and knowing when to protect your position.
- Overview of negotiation styles – characteristics, tactics, strengths, and risks.
- Choosing and adapting your style depending on the situation and counterpart.

Psychology and Perception

- Psychological drivers behind decision-making.
- Cognitive biases, emotional dynamics, and perception filters in negotiations.
- Regulating emotions – your own and those of others.

Communication and Influence Skills

- Establishing rapport, trust, and credibility.
- Asking effective questions and guiding conversations.
- Structuring arguments clearly and persuasively.
- Adapting arguments and communication style to different personality types.

Language, Expression, and Presence

- Key phrases and functional language for professional negotiations in English.
- Structuring and pacing your speech for clarity and impact.
- Delivering difficult, critical, or sensitive messages professionally.
- Framing benefits so that all parties see value.

Relationship Management

- Investing in relationships as a long-term negotiation asset.
- Balancing assertiveness with cooperation.

Intercultural Competence in Negotiations and Meetings

- Interacting with respect, openness, and cultural sensitivity.
- Avoiding stereotypes and understanding cultural “do’s and don’ts”.
- Navigating different communication styles, power distances, and decision cultures.
- Handling misunderstandings and cultural friction confidently.

Managing Difficult Situations and Deadlocks

- Taking action when negotiations become stuck or blocked.
- Handling questions, objections, disruptions, and resistance.
- Managing uncooperative behaviour and emotional escalation.
- Building and maintaining a strong and credible negotiation position.

What is individual training?

One-on-one training is a personalized 1:1 format with an experienced trainer. Together, you will design the training to perfectly match your goals and needs. The content of our seminars, which have proven successful for years, serves as the foundation for your personalized one-on-one training. Benefit from the transfer of knowledge and skills related to your chosen topic.

You can find further answers to questions about one-on-one training with a personal trainer in the FAQs below.

Your benefit

- You are working on your real-life negotiation and meeting situations.
- You are practising with realistic scenarios and role plays.
- You are receiving structured feedback and reflection.
- You are developing concrete action plans for transfer into daily work.
- You are ensuring sustainable learning and behavioural change.

Online Learning Platform

Once you have registered, you will be able to access your online learning platform, including extra materials for consolidating what you have learned.

Who should attend

Anyone who is fairly new to the topic of negotiation and needs to conduct discussions on an international level. Employees with some negotiation experience who now wish to apply their skills in a cross-cultural context.

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https://www.haufe-akademie.de/seminare-lehrgaenge/trending-topics/open-badges

Personal Trainer



Neil Benfield
I work as a trainer and coach with over 20 years of experience as a trainer, lecturer, and corporate professional in international environments. My work focuses on communication, leadership development, negotiation, and conflict management, with a strong emphasis on clarity, structure, and practical application. I am known for highly interactive, practice-oriented trainings that enable direct transfer to the workplace, particularly in English-language and online working contexts.

Your advantages at a glance

Open Badges
Add your digital badge to career networks and show what you can do.

All learning materials at a glance
In your app or online learning environment you will find all relevant information, services and working materials for your qualification after registration.

Training details

Training in English | Online

4 hours

Participation fee

€ 1.140,- excl. VAT
€ 1.356,60 incl. VAT

Your registration options

Online: www.haufe-akademie.de/42641
E-mail: anmelden@haufe-akademie.de

Book your training course quickly and easily online. Please be sure to enter the name of the participant and the full billing address with telephone number and e-mail address.

In our Questions & Answers (FAQ) section you will find all the answers to the most frequently asked questions about our training courses:
https://www.haufe-akademie.de/faqs

You can also find our detailed conditions of participation on the Internet under www.haufe-akademie.de/agb or in the overall program.
You can find the complete data protection regulations at www.haufe-akademie.de/datenschutz.

haufe akademie

Booking number
42641

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