

Negotiations II

Adapting to different environments



Structure

Risks

8 Common risks in negotiations

Negotiation vocabulary

Useful vocabulary focussed on relationships

Negotiation sentences

Helpful sentences you can use to do negotiate better

Phrasal verbs

Learn how to use them to sound more natural

Bargaining

Tips on how to bargain well

Idioms

Some negotiations idioms to improve your vocabulary.

Negotiating everywhere

How often do you negotiate?





89%

Of people who bargain are rewarded

48%

Amount of people who try to bargain

2 out of 3

People who are afraid to bargain

Risks

Most common risks in negotiations

1. **Miscommunication:**

Poor communication can lead to misunderstandings, misconceptions, and misinterpretations of each party's positions, resulting in a breakdown in negotiations.

2. **Cultural misunderstandings:**

Differences in cultural norms and practices can lead to misunderstandings and misinterpretations, affecting the negotiation process.





3. Relationship risks:

Focusing solely on the immediate deal without considering the long-term relationship between parties can harm future collaboration and cooperation.

4. Information gaps:

Lack of access to complete or accurate information can hinder informed decision-making and result in suboptimal agreements.

Risks

Common in negotiations

Risks

Common risks in negotiations

5. Time pressure:

Urgency to reach an agreement can lead to concessions or rushed decisions that may not be in your best interest.

3. Overconfidence:

Overestimating your bargaining power or underestimating the other party's can lead to unfavourable agreements.



7. Deadlocks:

Negotiations can sometimes reach a point where neither party is willing to make concessions, resulting in a stalemate or deadlock.

8. Ethical dilemmas:

Acting unethically or engaging in deceptive tactics during negotiations can damage your reputation and harm the negotiation process.

Risks

Common in negotiations

Useful expressions

Showing agreement on a point

I agree with you on that point.

That's a fair suggestion.

So, what you're saying is that you...

In other words, you feel that...

You have a strong point there.

I think we can both agree that...

I don't see any problem with/harm in that.





Useful expressions

Objecting to a point or offer

I'm afraid I had something different in mind.

That's not exactly how I look at it.

From my perspective...

I'd have to disagree with you there.

I'm afraid that doesn't work for me.

Is that your best offer?

Useful expression

Objecting to a point or offer

I understand where you're coming from; however ,...

I'm prepared to compromise, but...

The way I look at it...

The way I see things...

If you look at it from my point of view...





Clarification

What do you mean by ...

Could you clarify one point for me?

Would you like to elaborate on that?

Could you be more specific?

So what you're saying is that you...

In other words, you feel that...

Let me make sure I understand what you're saying.

Is it alright with you, if ...?

It seems that ...?

Are you suggesting that ...?

Do you mean ...?

If I understood you correctly ...?

What exactly do you mean by ... ?

I'm not sure I fully understand your point.

Asking for

Clarification



Starting

Outlining your position



- I'd like to begin by saying...
- I'd like to outline our aims and objectives.
- There are two main areas that we'd like to concentrate on / discuss.

Making generalisations

- Broadly speaking/ Generally speaking...
- On the whole
- By and large
- To a large/ some / certain extent



- By the way...
- Incidentally...
- As a matter of fact - introduces a fact or reality, often to clarify or emphasize a point.
- As it happens - reveals information or events that are relevant to the topic.

Giving

new information

Concession

Even so

All the same

Having said that

Bargaining tips

1. **Be discreet**
2. **Be diplomatic**
3. **Give them an incentive to bargain with you**
4. **Ask open ended questions**
5. **Show off your knowledge**



6. **Do your homework**
7. **Use silence**
8. **Seek a cash discount**
9. **Bargain at the right time**

Bargaining

Useful tips

Bargaining phrases



Translations

PHRASE	SIGNIFICADO
I propose a compromise that addresses both our concerns and allows for a mutually beneficial outcome.	Propongo un compromiso que responda a las preocupaciones de ambos y permita un resultado mutuamente beneficioso.
Let's explore options that meet in the middle and satisfy both parties' needs.	Exploremos opciones intermedias que satisfagan las necesidades de ambas partes.
Can we discuss adjusting the terms to find common ground that is fair for everyone involved?	¿Podemos discutir el ajuste de los términos para encontrar puntos en común que sean justos para todos los involucrados?
I value our relationship and am committed to finding a resolution that leaves both parties content.	Valoro nuestra relación y me comprometo a encontrar una solución que satisfaga a ambas partes..
What concessions are you willing to make, and how can we find a middle ground that satisfies both parties?.	¿Qué concesiones está dispuesto a hacer y cómo podemos encontrar un término medio que satisfaga a ambas partes?.
I'm committed to finding a pricing solution that reflects the value you're seeking.	Me comprometo a encontrar una solución de precios que refleje el valor que busca.

Negotiations collocations



Ballpark figure

Before we delve into the detailed budget discussion, could you provide a **ballpark figure** for the overall project cost to give us a rough estimate?



Fierce competition

In this industry, there is **fierce competition**. Companies have to work hard to stay ahead in the market.



Negotiations collocations



Tight margins

In a competitive market, the company operates with **tight margins**, demanding efficient management for profitability.



Prompt payment

To encourage **prompt payment**, the company offers discounts to clients who settle their invoices within the specified timeframe.



Negotiations collocations



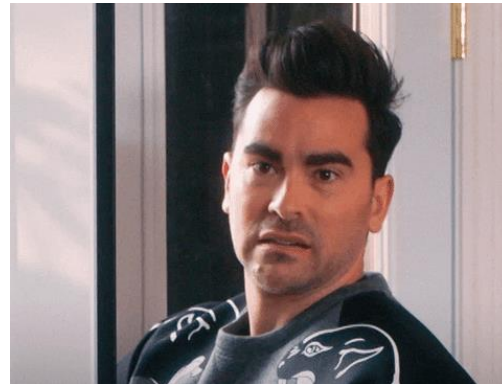
Hands tied

Despite wanting to help, his **hands** were **tied** due to company policies that restricted any further assistance.



A bit of a stretch

The deadline seemed a **bit of a stretch**, but, we managed to complete the project on time.



Negotiations phrasal verbs



Back down

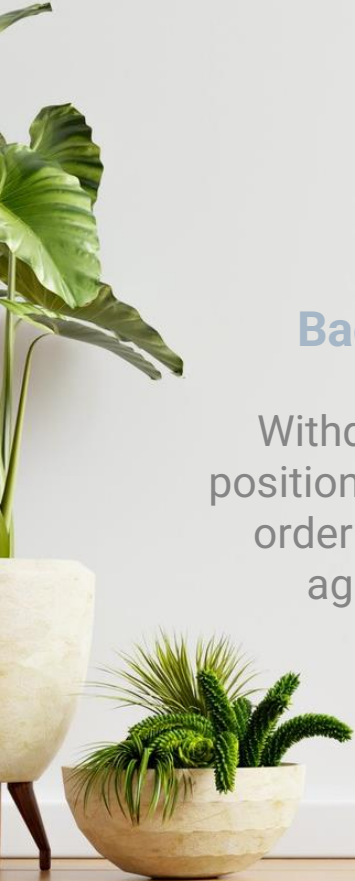
Withdraw from a position or demand in order to reach an agreement.

Hold out

Resist pressure or demands during negotiations

Talk over

Discuss a matter thoroughly to reach a decision or agreement.



Negotiations phrasal verbs



Work out

Find a solution or reach an agreement through discussion and negotiation.

Bring around

Persuade someone to your point of view during negotiations.

Flesh out

Provide more details or information about a proposal or idea.



Negotiations

Expressions



Negotiations idioms

1. **Cut a deal:** Reach an agreement through negotiation.
2. **Give and take:** Compromise or make concessions in order to reach an agreement.
3. **Bite the bullet:** Accept a difficult situation or make a difficult decision.
4. **Play hardball:** Adopt a tough and uncompromising stance in negotiations.
5. **Hold all the cards:** Have all the advantages or control in a situation.

Negotiations idioms

1. **On the table:** Something that is being discussed or considered in negotiations.
 2. **Break the ice:** Initiate a conversation to ease tension or start negotiations.
 3. **Draw a line in the sand:** Establish a limit or boundary that cannot be crossed.
 4. **Stick to your guns:** Maintain a firm stance or position during negotiations.
 5. **The ball is in your court:** It's now your responsibility to make a decision or take action.
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Thanks!

Does anyone have any questions?