The book was found

Negotiating For Success: Essential Strategies And Skills



and Skills GEORGE SIEDEL

University of Michigan



Synopsis

We all negotiate on a daily basis. We negotiate with our spouses, children, parents and friends. We negotiate when we rent an apartment, buy a car, purchase a house and apply for a job. Your ability to negotiate might even be the most important factor in your career advancement. Negotiation is also the key to business success. No organization can survive without contracts that produce profits. At a strategic level, businesses are concerned with value creation and achieving competitive advantage. But the success of high-level business strategies depends on contracts made with suppliers, customers and other stakeholders. Contracting capabilitya "the ability to negotiate and perform successful contractsâ "is the most important function in any organization. This book is designed to help you achieve success in your personal negotiations and in your business transactions. The book is unique in two ways. First, the book not only covers negotiation concepts, but also provides practical actions you can take in future negotiations. This includes a Negotiation Planning Checklist and a completed example of the checklist for your use in future negotiations. The book also includes (1) a tool you can use to assess your negotiation style; (2) examples of â œdecision trees,â • which are useful in calculating your alternatives if your negotiation is unsuccessful; (3) a three-part strategy for increasing your power during negotiations; (4) a practical plan for analyzing your negotiations based on your reservation price, stretch goal, most-likely target, and zone of potential agreement; (5) clear guidelines on ethical standards that apply to negotiations; (6) factors to consider when deciding whether you should negotiate through an agent; (7) psychological tools you can use in negotiationsâ "and traps to avoid when the other side uses them; (8) key elements of contract law that arise during negotiations; and (9) a checklist of factors to use when you evaluate your performance as a negotiator. Second, the book is unique in its holistic approach to the negotiation process. Other books often focus narrowly either on negotiation or on contract law. Furthermore, the books on negotiation tend to focus on what happens at the bargaining table without addressing the performance of an agreement. These books make the mistaken assumption that success is determined by evaluating the negotiation rather than evaluating performance of the agreement. Similarly, the books on contract law tend to focus on the legal requirements for a contract to be valid, thus giving short shrift to the negotiation process that precedes the contract and to the performance that follows. In the real world, the contracting process is not divided into independent phases. What happens during a negotiation has a profound impact on the contract and on the performance that follows. The contractâ [™]s legal content should reflect the realities of what happened at the bargaining table and the performance that is to follow. This book, in contrast to others, covers the entire negotiation process in chronological order beginning

with your decision to negotiate and continuing through the evaluation of your performance as a negotiator. A business executive in one of the negotiation seminars the author teaches as a University of Michigan professor summarized negotiation as follows: â œLife is negotiation!â • No one ever stated it better. As a mother with young children and as a company leader, the executive realized that negotiations are pervasive in our personal and business lives. With its emphasis on practical action, and with its chronological, holistic approach, this book provides a roadmap you can use when navigating through your life as a negotiator.

Book Information

File Size: 4148 KB Print Length: 169 pages Publisher: Van Rye Publishing, LLC (October 10, 2014) Publication Date: October 10, 2014 Sold by: Â Digital Services LLC Language: English ASIN: B000E85SDS Text-to-Speech: Enabled Not Enabled X-Ray: Word Wise: Enabled Lending: Not Enabled Enhanced Typesetting: Enabled Best Sellers Rank: #131,071 Paid in Kindle Store (See Top 100 Paid in Kindle Store) #48 in Kindle Store > Kindle eBooks > Business & Money > Management & Leadership > Negotiating #54 in Books > Business & Money > Human Resources > Conflict Resolution & Mediation #185 in A Books > Business & Money > Management & Leadership > Negotiating

Customer Reviews

The book as a standalone is a great resource. Paired with the coursera course, it's a little redundant. I would say choose one over the other unless you are paying for the certificate. I enjoyed the book and felt like there were some great, high level ideas I can apply in business and in life. I just couldn't stand hearing it repeated at such a slow pace during the course. I actually sped it up to 2X the natural speed because I couldn't stand how slow he talks. He seems like a nice guy and knows his stuff, just talks to slow. So again, I give the book a five. I just think it drops in value if you are ALSO taking the course.

I bought this book to preparing the MOOC with Professor Siedel has on-line. Within 24 hours I had read through the first chapters and earned the entire cost of the book back, just taking in a few examples and putting them to good practise. A must read for all of us as negotiating is part of every day life.

Siedel offers an online negotiations course through University of Michigan (and Coursera). This was a recommended read...and for anyone that spends serious amounts of time negotiating (and that includes with co-workers, bosses, even kids and spouses) it's a great read.

Excellent textbook, that mirrors the Coursera Negotiating course by George Siedel. The concepts are presented clearly and represent a fundamental introduction to principled negotiation. As a reader, you will learn to grow the pie and learn to develop your skills for integrative, rather than distributive negotiation. When I took the course, that this textbook was specifically written for there were 57,000 students worldwide! If you buy the book, be sure to look for the course on Coursera and get the most out of the pair. Thank you Professor Siedel!

A well written book. Very good practical advise and approach to negotiations. The book also covers legal aspects of contract negotiation. I was also fortunate to take the course that the book is based on from the author.

I bought the book as an accompaniment to a course I was taking and it has turned out to be a very good reference even after the course. Professor Siedel's use of frameworks and checklists makes it an easy reference. I am not a professional negotiator and I therefore need the text to refresh concepts of negotiations, including BATNA, decision trees and fundamentals of contracts when need arises.

This is an excellent negotiation book. I encourage you to read the book in conjunction with the MOOC that Professor's Siedel created on "Succesful Negotiation: Essential Strategies and Skills" in Coursera. Anyway, the book is a great read and of highly practical use by itself as well. The book is unique in its organization by covering each step in the negotiation process chronologically from preparation through performance. Accordingly, the book is organized as follows: Unit I: Prepare to NegotiateUnit II: Use Key Strategies and Tactics During NegotiationsUnit III: Close Your Negotiation

With a Binding ContractUnit IV: Complete Your End GameAppendix A: Negotiation Planning ChecklistAppendix B: Example of a Completed Negotiated Planning ChecklistAppendix C: Assess Your Negotiating StyleThe chronological order of the book made it easy to understand and each chapter has a "Key takeaway" summarizing the most important concepts covered. Further, the book provides concrete examples and case studies to show how the concepts are applied in practice and is written in a style which provides deep insights through plain language.I particularly enjoyed the Negotiation Style Assessment and the Chapter on the "Use of Psychological Tools" for negotiation. These set of tools are applicable to many other areas besides negotiation, such as decision making and litigation.I highly encourage you to purchase this book!!

Succinct and practical oriented book - recommend to anyone who is interested in the topic! It's better not to read it alone, but use as a material for accompanying course at Coursera. Or, better said, this book is the must have material for passing the course :)

Download to continue reading...

Leadership: Management Skills, Social Skills, Communication Skills - All The Skills You'll Need (Conversation Skills, Effective Communication, Emotional ... Skills, Charisma Book 1) Negotiating for Success: Essential Strategies and Skills Money: Saving Money: Success: Get More Money & Success In Your Life Now!: 3 in 1 Box Set: Money Making Strategies, Saving Money Strategies & World's Best ... Tips for Personal Finance & Life Success) Communication Skills: 101 Tips for Effective Communication Skills (Communication Skills, Master Your Communication, Talk To Anyone With Confidence, Leadership, Social Skills) Skills for Success with Microsoft Office 2016 Volume 1 (Skills for Success for Office 2016 Series) Skills for Success with Excel 2016 Comprehensive (Skills for Success for Office 2016 Series) Skills for Success with Office 2013 Volume 1 (Skills for Success, Office 2013) Skills for Success with Office 2016 Volume 1 (Skills for Success for Office 2016 Series) Saunders 2016-2017 Strategies for Test Success: Passing Nursing School and the NCLEX Exam, 4e (Saunders Strategies for Success for the Nclex Examination) Photographic Lighting: Essential Skills (Photography Essential Skills) Ace Your C-Suite Interview: International Headhunter Reveals Insider Strategies for Executive Job Search, Tips to Master Interviewing, Negotiating Better Salaries and Getting Hired Fast! Anatomy of a Merger: Strategies and Techniques for Negotiating Corporate Acquisitions Negotiating with Backbone: Eight Sales Strategies to Defend Your Price and Value (2nd Edition) Negotiating with Backbone: Eight Sales Strategies to Defend Your Price and Value How to Be a Good Leader: The Ultimate Guide to Developing the Managerial Skills, Teamwork Skills, and Good Communication Skills of an Effective

Leader Social Skills - Social Fluency: Genuine Social Habits to Work a Room, Own a Conversation, and be Instantly Likeable...Even Introverts! (Communication Skills, Small Talk, People Skills Mastery) Leadership: Become A Super Leader - Management, Management Skills, Communication & Coaching (Business Skills, Influence, Persuasion, Body Language, Leadership Skills, Emotional Intelligence) Emotional Intelligence: Why EQ Can Often Matter More Than IQ (Control your emotions, communication skills, social skills, IQ, success) Forex: Strategies - Best Forex Trading Strategies For High Profit and Reduced Risk (Forex, Forex Strategies, Forex Trading, Day Trading Book 2) Trading: 6 Manuscripts + 8 Bonus Books - Forex Guide, Day Trading Guide, Options Trading Guide, Forex Strategies, Day Trading Strategies, Options Trading Strategies