NEGOTIATION SKILLS

November 19 - 22, 2019
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Managers negotiate every day and the results have substantial impact on their performance. To be effective, managers need to deal with negotiation situations in a systematic and organised manner.

This 4-day dynamic Programme on Negotiation Skills has been designed to specifically enhance executives’ confidence and ability at the negotiating table to gain strategic advantage. Through experiential tools, lectures and interactive analysis, participants will learn to change the way they view and evaluate action alternatives in competitive situations.

BENEFITS

Through a blend of case studies, role plays and exercises, the 4-day experiential programme provides executives opportunity to:

- Learn the essentials of negotiations in varied business contexts
- Understand how negotiating strategies are planned and implemented to optimise performance for self and others
- Gain a deeper understanding of distributive (win/lose) and integrative (win/win) negotiation tactics
- Learn effective tactics & strategies to resolve negotiating deadlocks
- Improve ability while negotiating in groups and as individuals

“The programme has broken down the art of negotiation into structured science which everyone can learn and be efficient in negotiation.”
Muhammad Usman Tariq
ICI Chemicals

“I believe the instructors expertise and ability of imparting knowledge is excellent and the course is designed to cover most of the aspects we can relate to our jobs and later apply it to our benefits.”
Salman Ahsan Bajwa
MAL Pakistan

WHO SHOULD ATTEND

The programme is effective in developing and sharpening negotiation skills at the senior and middle management levels. Therefore directors, general managers and managers from different functional areas such as marketing, finance, human resource management, production etc. are encouraged to apply.
**PROGRAMME DIRECTORS**

**ARIF NAZIR BUTT**
Professor, Organisational Behavior & HRM  
PhD, McGill University  
*Research Interests:*  
Organisational Behaviour; Human Resource Management; Leadership; Managerial Negotiations; High Performance Teams; Performance Management

**MUHAMMAD ABDUR RAHMAN MALIK**  
Assistant Professor  
PhD, Lahore University of Management Sciences  
*Research Interests:*  
Creativity; Motivation and Performance Management Systems

**PROGRAMME FACULTY**

**ANWAR KHURSHID**
Professor, Technology and Organisational Management  
PhD, Michigan State University  
*Research Interests:*  
Organisation Design & Development; Change Management; Leadership & Team Building; Management of Technology & Innovation and Quality Management
TERMS AND CONDITIONS

ADMISSION PROCESS
Applications will be screened with regard to their suitability for the programme. Kindly ensure the submission of your online application by the deadline. Our online application form is available at https://redc.lums.edu.pk/programme-calendar

*Seat in the programme will be reserved on a first-come, first-served basis.

PROGRAMME FEE
The fee includes tuition cost, reading material, tea and lunch served during the programme. If you wish to avail accommodation at LUMS, there will be additional fee. It includes accommodation, breakfasts and dinners for the duration of the programme. However, any extra charges such as telephones, extra meals etc. should be paid on departure. You may check-in on the evening preceding the start date of the programme and check out the morning after the programme ends. You are, however, requested to inform us of the time of your arrival and departure.

ACCOMODATION
We offer single bed accommodation at the Rausing Executive Centre. Each bedroom with attached bathroom is equipped with mini-fridge, writing desk and direct dial STD/ISD telephone and cable TV. All bedrooms at REC are internet-ready. Please note we do not provide accommodation for drivers accompanying participants.

PAYMENT
Payment is due upon receipt of the acceptance letter along with the invoice. Please ensure that the payment reaches the office BEFORE the start of the programme. Space in the programme may only be ensured after we receive the fee.

Our preferred mode of payment is by cheque/banker’s draft payable to Lahore University of Management Sciences. However, the programme fee can also be paid via bank transfer. Please send the cheque to:

Marketing Manager
Rausing Executive Development Centre
Lahore University of Management Sciences
Sector "U", DHA, Lahore Cantt. Lahore - 54792
Tel: +92-42-35608119-8243

* LUMS is a non-profit organisation under the Income Tax Ordinance 2001. Accordingly, the income of LUMS is not tax deductible/collectable.

DISCOUNT POLICY
If more than two executives from the same organisation participate (up to a group size of 5 participants), each additional participant after the first two gets a 20% discount on the programme fee.

SUBSTITUTES/TRANSFERS AND REFUNDS
If you are unable to attend a registered course, we will accept a substitute until 2 working days before the programme. Substitute candidates will be subject to the same selection process as the original one. If you wish to cancel your name from a programme, please notify in writing or on call at least 5 working days before the programme. In case of late cancellation, course fee will be refunded after deducting an application processing fee of PKR 20,000.

It is possible to transfer deposited fee to any open enrolment programme within 3 years. Transfers should be notified at least 5 working days before the programme. In case the participant or sponsoring organisation fails to utilise the funds within 3 years, the deposited fee will be forfeited.

Note: REDC may cancel or postpone a programme due to insufficient enrolment or unforeseen circumstances. In this case, university will refund registration fee but will not be responsible for any other related charges/expenses including cancellation/change charges by airline and travel agencies.

In case of postponement, the fee may be transferred to the rescheduled offering of that programme or any other programme as an alternate to refund. The University reserves the right to make changes in its programme policies and fees at any time.