



Юніт 1

Переговори

1 Preparing for negotiations and getting started

- Planning your negotiation
- Setting Objectives
- Making an opening statement

2 Choosing your strategy

- Negotiation culture in business
- Building Rapport with your counter party
- Different types of negotiation strategies and tactics

3 Start the negotiation

- Proposals/Counterproposals
- Reacting to Proposals: Accepting and confirming
- Summarizing the negotiation

Case Study: Green Hills Coffee

4 Negotiating a deal

- Rejecting proposals
- Dealing with objections

5 Mediation and handling conflict

- Dealing with conflicts
- Managing conflict: giving bad news
- Mediation

Case Study: Blackchat Communications

6 Close the deal

- Follow-up/ Guarantee/ Summarizing
- Deadlines and closing discussion
- Ending the negotiation

Case Study: Fashion house deal

Grammar

Conditionals: 0/1/2/3

Modal verbs of obligation, prohibition, permission