

# What Do You Need To Negotiate Virtually

## PROFESSIONAL NEGOTIATION AUDIT

### Strategy

- Have you created a negotiation strategy?
- Zero sum, partnership or SMARTnership?
- Are you willing to share costs and values?
- Do you know your counterpart's strategy?
- Have you planned the platform; email, phone or video?

### Preparation

- Have you prepared a list of negotiation variables?
- Have you created an agenda?
- Have you named a team?
- Have you defined team member roles?
- Do you know your target, starting point and pain threshold?

### Negotiation Process

- Do you avoid argumentation?
- Do you typically initiate by asking open questions?
- Are you focused on generating Trust?
- Do you focus on creating a positive relationship?
- Do you avoid emotion explosion, but label them specifically?

### Technology

- Have you decided on a technology platform ?
- Have you tested the system and know the features?
- Are you aware of security issues?
- Do you usually use visual aids and body language?
- Have you considered meeting face to face prior to virtually?

### Value creation

- Are you focused on generating NegoEconomics?
- Have you and your counterpart agreed on how to share?
- Do you typically find asymmetric values?
- Are you careful not to give anything away for free?
- Are your negotiating skills 7 or higher on a 1-10 scale?

### NOTES:



If you checked fewer than 21, it's time for expert consultation

If you're unfamiliar with "SMARTnership" or "NegoEconomics," Google them!