

**Management Development Programme**  
on  
**“Negotiation: Strategies, Tactics & Skills”**

**November 28<sup>th</sup> -29<sup>th</sup>, 2018**



**Program Director: Dr. Irfan A. Rizvi**  
**Professor of Leadership & Change Management**



**International Management Institute**  
**New Delhi**

## **INTRODUCTION**

Business and management situations involve winning over competition, creating partnerships, leveraging relationship and thus creating wealth. Negotiation is the tool that is extensively used for building productive relations by all those who deal with people, both in social or business environments. All managers, whether while working internally with colleagues, subordinates and boss, or dealing externally with suppliers, customers, collaborators, competitors, or other social constituents have to negotiate their way through challenging situations on a routine basis.

Critical to the success in these situations is the ability to prepare and undertake negotiation process so as to build synergetic relationships towards mutual advantage. In spite of knowing the value of negotiation and indulging in it since childhood, only a few feel confident in '*navigating through the turbulent waters of human relationships*'.

This program on 'Negotiation: Strategies, Tactics & Skills' is focused on helping you ***negotiate your way to success*** so as to enable you to become an effective negotiator in social and business life, by equipping you with requisite tools, skills and confidence in this sphere.

## **OBJECTIVES**

This training program has been designed with an aim to help participants acquire skills of working through potentially problematic negotiations and negotiators and develop their skills of negotiation to influence decisions in various business situations.

## **CONTENTS**

- Negotiation process and structure;
- Negotiation stages & actions thereof;
- Negotiation tactics and Strategies;
- Leveraging persuasive communication skills in negotiation;
- Skills for win-win outcomes;
- Bargaining to get the best outcome;
- Negotiating in teams;
- Negotiating across cultures.

## **METHODOLOGY**

Program would be delivered through a combination of:

- Role plays;
- Caselets;
- Diagnostic exercises;
- Video analysis.

## **WHO MAY ATTEND**

The program will be useful for junior and middle level managers in sales, marketing, purchase and human resources functions in business or not-for-profit sector

organizations in private or public domain. All those who conduct negotiation within or outside the organization will benefit most from the program.

## **FACULTY AND RESOURCE PERSONS**

IMI faculty members and eminent resource persons will share expertise and experience in various sessions.

## **PROGRAM DIRECTOR**

**Dr. Irfan A. Rizvi** is a Professor of leadership & Change Management at IMI, New Delhi since June 2011. In his 25+ years of professional career he has taught, trained, researched, consulted and led various academic and business organizations at private, public, non-governmental, and multinational corporations in India and abroad. Some of the organizations he has been associated are HCL Ltd (Reprographic Division), Faculty of Management Studies (University of Delhi), IILM Graduate School of Management, and NIS Sparta (a Reliance Anil Ambani Group Company). Dr. Rizvi is a visiting Professor of Organizational Behavior to the MBA programs at the National Graduate School of Management (NGSM), Australian National University (ANU), Canberra (Australia); Shanghai University, (China); and International School of Management, Dakar, Senegal (West Africa); and other Universities. As a practice oriented researcher, Dr. Rizvi has conducted and published research articles in many peer reviewed international journals of repute. In addition, he has supervised many PhD theses at various Universities in India. As a Leadership & Change Management specialist, he has conducted various research and consulting projects sponsored by AusAID-Australia, DFID-UK, SDC-Switzerland, World Health Organization (WHO), and World Bank. Dr. Rizvi has conducted several training workshops for senior executives of a wide variety of Government Departments (for IAS, IPS and Judicial officers), Public Sector Undertakings, and many Fortune 500 business Corporations on various issues related with people competency development, organization development, leadership & team, and change management.

With several years spent in leading teams and organizations, Dr. Rizvi has accrued critical experience in negotiating effectively utilizing with individuals and organizations. He extensively utilizes his training in psychology as well as management while conducting training workshops to help participants acquire requisite confidence and skills to deal with issues under discussion. Therefore, this training program on negotiation focusses on analyzing the psychology of players as well as the deal. Known for his highly energetic, participative, flexible, down to earth and inspirational approach towards training, he encourages participants to 'think tangentially' and expand their own horizons.

Dr. Rizvi defines his mission in life is to 'facilitate the growth & development of individual & organizations so as to enable them reach their highest potential.'

## **ADMINISTRATIVE DETAILS**

### **Dates:**

**November 28<sup>th</sup> - 29<sup>th</sup>, 2018**

### **Venue:**

International Management Institute  
B-10, Qutub Institutional Area  
New Delhi 110016

## **FEE**

**Non-residential:** Rs. 18,000/- per participant (plus @18% GST) covering professional fee, program kit and tea/lunch.

**Residential:** Rs. 25,000/- per participant (plus @ 18% GST) covering professional fee, program kit and boarding and lodging (air-conditioned single room) at IMI Campus, New Delhi from noon of **November 27 till noon of November 30, 2018.**

## **Group Discounts**

- 10% discount on fee amount is available in case an organization nominates 2 or more participants to the program.
- 20% discount on fee amount is available in case an organization nominates 4 or more participants to the program.

Fee is payable in advance by way of local cheque/DD in favor of **“International Management Institute”** payable at New Delhi or through direct electronic fund transfer to IMI Bank Account, as per following details:

Allahabad Bank Account Number: 50084979288  
MICR Code: 110010007, IFSC Code: ALLA0211083  
Pan No. AAAT10972K; GST No. AAAT10972KIZJ

Please mention the program name while making payment through electronic fund transfer.

## **REGISTRATION**

The registration form duly filled in along with the program fee should reach us at least 7 days before the commencement date of the program. In case of subsequent withdrawal or cancellation of registration no refund of fee will be allowed. However, substitute(s) may be permitted with prior intimation.

## **CERTIFICATE OF PARTICIPATION**

A certificate of successful participation by International Management Institute (IMI) will be issued to each delegate at the culmination of the program.

## **ABOUT IMI**

IMI International Management Institute Nestled in Qutab Institutional Area, International Management Institute (IMI), New Delhi was established in 1981 in collaboration with IMI Geneva (now IMD Lausanne). IMI's flagship two-year Post-Graduate Diploma in Management (PGDM) program (launched in 1993) has Student Exchange programs with leading International Schools. These include ESC Rennes, France, Montpellier Business School, France, Frankfurt School of Finance and Management, Germany, Grenoble Ecole de Management, France, Louvain School of Management, Belgium, Sichuan Academy of Social Sciences, China, KEDGE Business School, France, University of Guelph, Canada to name a few. Besides its regular PGDM program, IMI New Delhi runs a two-year PGDM program in Human Resource Management (PGDMHRM) launched in 2006, a two-year PGDM program in Banking and Financial Services (PGDM B&FS) launched in 2014, a 15-month Executive PGDM for mid-career executives (Executive PGDM) launched in 1984 and a Fellow Program in Management (FPM) launched in 2011.

In addition, IMI New Delhi also offers ITEC (Indian Technical and Economic Cooperation) Programs, as it is one of the few empanelled Institutes of the Ministry of External Affairs, Government of India. Under the aegis of MEA organised special Commonwealth Assistance Program, 15 international students are selected into the Executive PGDM Program. These ITEC programs are targeted at various developing countries from the Afro-Asian, South American and SAARC region. Another distinguishing feature of IMI Delhi is its strong Alumni network of over 5000+ professionals at senior management levels in leading corporate houses.

All IMI New Delhi's long term programs are approved by AICTE, Ministry of HRD, and Government of India. IMI New Delhi is internationally accredited by Association of MBAs (AMBA), UK. IMI's diverse and experienced resource pool of faculty resources having a rich combination of academic rigor and corporate exposure is one of the institute's distinct strengths. This vast and enriched pool has a special focus on delivering management education, training, research and consultancy. IMI contributes significantly to the growth and development of management as a discipline in India.

IMI conducts a large numbers of Management Development Programs (MDPs) every year, which include Open Programs, specially designed In-company programs and Online programs in different functional areas. These programs are aimed at capability building of senior-level and top-level managers and executives to help them in updating their concepts and enhancing leadership and managerial skills. IMI's strength across diverse management disciplines, backed by an excellent team of faculty and the strong network with eminent organizations, helps deliver its commitment towards its vision of being a premier global management school.

***For registration/any other information, please contact:***

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