

# SUCCESSFUL NEGOTIATION SKILLS

HCM : 16-17/7/2026

HN : 20-21/7/2026

## 2 DAY TRAINING

A successful negotiation is not to win,  
But to find a win-win solution!

### Part 1: Overview of negotiation

- The concept of negotiation
- Clarifying the other party's needs through their offer
- The fundamentals of negotiation
- Necessary skills for a successful negotiator with clients (internal & external), partners, suppliers, etc.
- The importance & benefits of negotiation to individuals and organizations
- Negotiation styles
- Rules for negotiation

### Part 2: Preparation for a successful negotiation

- Step 1: Evaluate both parties' power in negotiation
- Step 2: Analyze the level (variable) between the two parties
- Step 3: Identify zone of possible agreement (ZOPA)
- Step 4: Schedule negotiation meeting

### Part 3: The negotiation process

- Step 1: Create open atmosphere and connection for the negotiation
- Step 2: Clarify and analyze client's needs in the negotiation meeting
- Step 3: Propose offers using your negotiation skills
- Step 4: Close the negotiation

### Part 4: Negotiation tactics and strategies

- Key factors to decide negotiation strategies
- Identifying your powers in negotiation and when to use them
- 36 strategies to negotiation
- Usage and response to each negotiation strategy
- Strategies to employ when you're in a disadvantage situation
- Rules of concession
- Points of closing negotiation

### Part 5: Action plan

※ The above content is subject to change without prior notices.



## TRAINING TIME & VENUE

Ho Chi Minh 16-17/7/2026 (Thu - Fri)  
Time: 8:30 ~ 16:30  
Venue: T Floor, Nam Giao 1 Building,  
261-263 Phan Xich Long, Cau Kieu Ward

Ha Noi 20-21/7/2026 (Mon - Tue)  
Time: 8:30 ~ 16:30  
Venue: 14F, Hapro Building, 11B Cat Linh,  
O Cho Dua Ward



## TRAINER

**Ms. T. T. N. HANH**

- MBA - Master of Business Administration - Ho Chi Minh City University of Economics and Finance (UEF); Mini MBA - The Oxford Centre For Leadership - United Kingdom.
- 19 years of experience as a CEO, senior manager, consulting training specialist.
- Expert in consulting - coaching, training in Business Administration and Operations; Building and developing the training system - internal development and coaching; developing leadership capacities; and sales and customer service



## COURSE INFORMATION

[Language] Vietnamese  
[Fee] 5,800,000 VND/Person  
(Lunch for 2 days, not including VAT).

**For companies with 2-4 participants, a 5% discount is applied & those with 5 or more participants, a 10% discount is available.**

(Applied separately for training in HCM & in Ha Noi)

[Method] We applied offline training  
[Participants] HCM: 28 people - HN: 30 people  
(first -come, first-served basic)

[Registration] Fill in the attachment "Application form" and send to Aimnext via email: (training-vn@aimnext.com)



Are you in department of sales, purchasing, human resource, project management, etc. whose job need to frequently interact and negotiate with clients, suppliers, internal and external and partners?



How to achieve the company's interests and goals in negotiation with partners' agreement and develop long-term relationship with them?



How can we obtain the best possible agreement even when we are in a "disadvantage position" in a negotiation?



## OBJECTIVES

- Understand the importance of negotiation and the professional negotiation process in workplace and in business
- Identify both parties' positions, values, and build a good relationship for a Win-Win negotiation
- Understand the various types of partners in order to develop an effective approach and prepare for the negotiation
- Prepare compelling reasons persuading partners, clients and alternatives for strategic concession
- Flexibly use negotiation techniques and strategies for success



## TARGET



Staff



First-line Manager



Junior Manager



Senior Manager

**AIMNEXT**  
Professional Training & Consulting



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In charge Ms. Loan Anh (English, Vietnamese)  
Mr. Nagayoshi Tasuku (Japanese)