

<<工商管理硕士英语视听说教程>>

图书基本信息

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章节摘录

版权页：插图： When you 're negotiating for fees or salary, for example, you need to find your absolute minimum, which is the lowest dollar amount you can accept in order to be happy, live in relative comfort and not feel like a used car salesman. Going lower than this figure, almost regardless of any other factors, should be entirely unacceptable to you. When you establish this figure, you will find comfort in knowing the limits of your terms and you will have an idea of where to begin negotiating. However, don 't share this figure with anyone. One consistently overlooked strategy in getting what you want in negotiations is a simple one: Withhold as much information as you possibly can during your negotiations. Failure to do so irrevocably weakens your position. Step 2: Come to the negotiating table prepared with options Another overlooked negotiating strategy concerns what Jim Thomas calls the "the sine qua non of haggling," which are the non—monetary concessions. Put bluntly, people are far more willing to trade things that don 't have an obvious dollar sign attached to them. Thus, give some thought as to what concessions—in terms of both additional requests you might make as well as those requests to which you will be willing to concede—you can bring to the negotiations. In both cases, they may prove to be the most effective set of bargaining chips you will have in your negotiating arsenal. A good rule of thumb is to counter any concession you make with a non—monetary demand. For example, you might counter a lower salary offer by agreeing to the figure if you are permitted to work at home once a week. You might also agree in a contract to hand over your rights to the work you 're presenting in exchange for an expense account or offer net—90 payment terms in exchange for a higher fee. Don 't overlook the things that you have to trade that might seem to have no value—you never know what the other side might want Step 3: Start negotiating at the extremes There 's always some lawsuit in the news requesting millions of dollars in damages for "pain and suffering", but the reality is that no one expects to win those high—dollar amounts. If the plaintiff expects to win half of what they ask for, starting at the desired amount robs them of something to exchange for when it comes time to negotiate. Likewise, requesting a \$ 100,000 salary is only smart if you 'd be happy with \$ 75,000. In general, asking for more than you want gives you something to offer when they counter with a smaller amount. Of course the contrary is also true: When you seek someone 's services, such as landscapers or consultants, begin with a low—ball offer so you give yourself some room with which to work. In this case, be careful when you low—ball; you don 't want to go so low that you hit below the belt and insult them. There 's a huge difference between being savvy and being cheap.

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