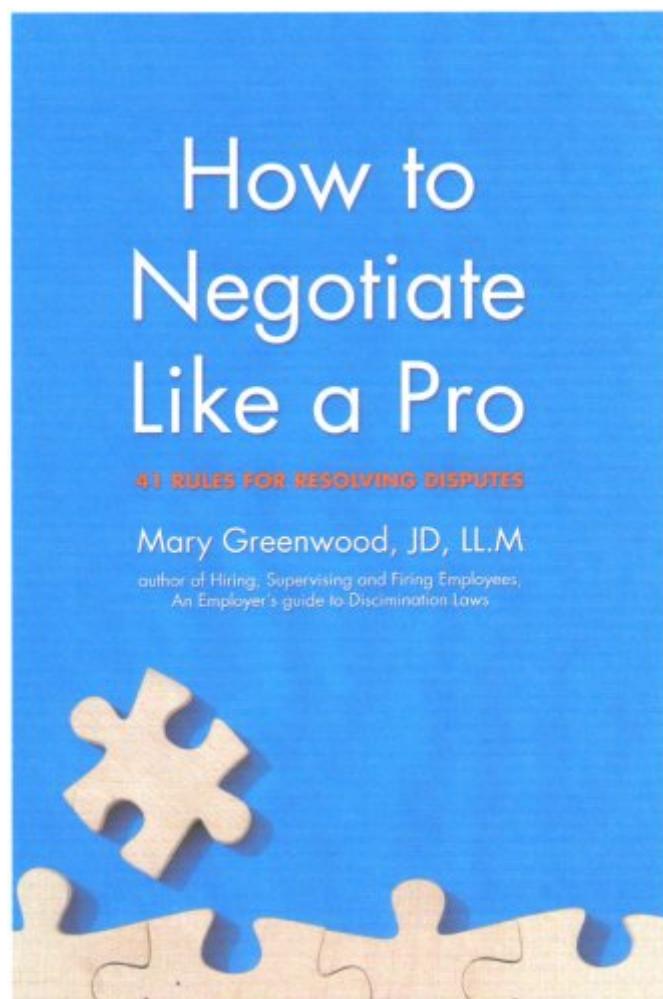


The book was found

# How To Negotiate Like A Pro



## **Synopsis**

Winner of six book awardsFor over twenty-five years, author Mary Greenwood has worked in careers that required expert negotiation. After becoming a professional union negotiator, she began to notice a specific set of rules people use to settle disputes. Greenwood compiles many of these rules in *How to Negotiate Like a Pro: 41 Rules for Resolving Disputes*, an easy-to-understand guide to negotiating any type of situation. Among these rules you will find the following: ? Focus on the goal and resist being distracted by emotions ? Request ground rules? Avoid negotiating against yourself? Do your research? Know when to walk awayGreenwood lists each rule and subsequently offers a concise explanation on how and when to use it in your negotiations. She explains the emotional frame of mind you need for negotiations and reveals the preparations, strategies, and tactics required to close the deal. Telephone and on-line negotiations are also discussed.

## **Book Information**

File Size: 263 KB

Print Length: 101 pages

Simultaneous Device Usage: Unlimited

Publisher: iUniverse; 1st edition (June 24, 2006)

Publication Date: June 24, 2006

Sold by:Â Digital Services LLC

Language: English

ASIN: B00110K9YA

Text-to-Speech: Enabled

X-Ray: Not Enabled

Word Wise: Enabled

Lending: Not Enabled

Enhanced Typesetting: Enabled

Best Sellers Rank: #1,072,952 Paid in Kindle Store (See Top 100 Paid in Kindle Store) #52 inÂ Kindle Store > Kindle eBooks > Law > Business > Consumer Law #136 inÂ Books > Law > Business > Consumer Law #176 inÂ Kindle Store > Kindle eBooks > Law > Business > Labor & Employment

## **Customer Reviews**

Mary Greenwood, J.D., LL.M., has written an indispensable, sensible and very knowledgeable book that everyone needs by their right hand. *How to Negotiate Like a Pro* contains 41 rules about how to

negotiate just about anything, from face-to-face, to online, to eBay; to divorce. I liked Rule 2: Look forward: the past is called the past for a reason. Or what about that strange Rule 3: You don't have to be Right to Settle. What? Mary Greenwood tells you how. Then there is rule 19: Never Take No for an Answer. But she cautions you to listen to the other party carefully so you can determine if their arguments might allow you to change your mind. Below each Rule's explanation, Ms. Greenwood has a little section called: Script: a small part of a script for Rule 19 is: "I understand what you are saying, but what if we did it this way?" These scripts set you right into a negotiating setting, using "I" so that you get immediately into the verbal reality of a negotiating moment. Mary Greenwood gives you tips on How to Negotiate with Your Boss, or ex-Spouse, or how to get a good rate at a hotel. She covers an extensive list of the negotiating situations we all find ourselves in. There is an appendix of negotiation terms. Just today, after I had read a little of her book, I found myself suddenly in a situation where I had to be negotiating, and quickly. As I lost it, yelling down the phone what I wanted, I thought, "Oh, my goodness, I have to finish How to Negotiate Like a Pro!" I picked it back up and read like fury. Next time, ah, I will have all of it down pat, thanks to this very thorough book which can be used constantly as a reference as the daily world hurls us its negotiating moments.

[Download to continue reading...](#)

How To Negotiate Like A Pro ACT LIKE A LADY, THINK LIKE A MAN: By Steve Harvey: Act Like a Lady, Think Like a Man: What Men Really Think About Love, Relationships, Intimacy, and Commitment [Hardcover] 1st Edition You Negotiate Like a Girl: Reflections on a Career in the National Football League Go Pro Camera: Video editing for Beginners: How to Edit Video in Final Cut Pro and Adobe Premiere Pro Step by Step How To Mediate Like A Pro: 42 Rules for Mediating Disputes (How To \_\_\_\_\_ Like A Pro) How To Play Tennis: Think Like A Pro, Not Like An Amateur Mom, Dad I'm Gay: How Families Negotiate Coming Out How to Negotiate Environmental Insurance Placement The Subversive Copy Editor, Second Edition: Advice from Chicago (or, How to Negotiate Good Relationships with Your Writers, Your Colleagues, and ... Guides to Writing, Editing, and Publishing) Apple Pro Training Series: Soundtrack Pro Apple Pro Training Series: Logic Pro 8 and Logic Express 8 The Complete Beginners Guide to Mac OS X El Capitan: (For MacBook, MacBook Air, MacBook Pro, iMac, Mac Pro, and Mac Mini) Apple Pro Training Series: Final Cut Pro X (2nd Edition) iPad Pro Guide: The Ultimate Guide for iPad Pro, iPad & iPad mini Microsoft Surface Pro 4 & Microsoft Surface Book: The Beginner's Guide to Microsoft Edge, Cortana & Mail App on Microsoft Surface Pro 4 & Microsoft Surface Book Apple Pro Training Series: Final Cut Pro X 10.2: Professional Post-Production Bankruptcy Bible 2016: The Only Pro-Consumer/Pro-Active Approach

to Filing Bankruptcy (Ultimate Bankruptcy Series) 1972 Vintage Ava Maria by Bach-Gounod  
Arranged by Arthur Zepp : Piano Solo Sheet Music : PRO PN 577 Pro Art Westbury New York  
South Pacific: Pro Vocal Mixed Volume 5 (Pro Vocal Women/Men Edition) Pro-Life Answers to  
Pro-Choice Arguments Expanded & Updated

[Dmca](#)