

**Internationella förhandlingar i praktiken /  
International Negotiations in practice  
8 December 2011**

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| 09.00 – 10.00 | Introduction, agenda and Chatham house rules.<br>Coffee and sandwiches will be served.   |
| 10.00 – 10.30 | Break up group discussions on what negotiations really are, the different kinds of negotiations there are and what makes a good negotiator. Followed by presentation and feedback. |
| 10.30 – 11.00 | A day in the life of .... The reality of negotiations based on examples in the EU Working Party on Civil Protection / Coreper and the EU Council.                                  |
| 11.00 – 11.15 | Coffee break   |
| 11.15 – 11.45 | Who are the main players in negotiations and how do you lobby and influence them effectively?  |
| 11.45 -12.15  | Negotiations techniques, tips & tricks.  |
| 12.15 – 13.15 | Joint lunch  |
| 13.15 – 13.45 | “Talk the Talk”. Learning the diplomatic jargon and it’s hidden meanings.  |
| 13.45 – 14.45 | Effective public Speaking and Cultural awareness   |
| 14:45-15:00   | Coffe break  |
| 15:00 - 16.15 | Negotiation Simulation Exercise  |
| 16.15 – 16.30 | Wash up  |