PARTNERS IN KNOWLEDGE UK LTD
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Effective Negotiation of Contracts & the Management of Claims

PIK777-1025 UK-LDN-2

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Place	: London	**Venue**	: INDUSTRIOUS (1 and 2, 245 Hammersmith Road Floors, London W6 8PW) - TBC		
Start Date	: 06-10-2025	**End Date**	: 17-10-2025	**PPP**	: £5950

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If you can't train them, you can't blame them!

Short Description:

COURSE OVERVIEW This training program aims to provide professionals with crucial skills and knowledge necessary for the effective negotiation of contracts and the management of claims across diverse business environments. By focusing on key strategies and techniques, the program seeks to empower participants to improve their negotiation abilities, ensuring they can navigate complex contractual discussions with confidence and competence. As professionals engage with various stakeholders, mastering these skills becomes essential in fostering positive business relationships and achieving favourable outcomes. Moreover, the program emphasizes the importance of proficiently managing contract-related challenges. Participants will learn to identify potential issues, formulate effective responses, and implement strategies that mitigate risks associated with contractual agreements. By equipping professionals with these competencies, the training not only enhances individual effectiveness but also contributes to the overall success of organisations in managing their contractual obligations and claims processes.

Course Overview:

COURSE OBJECTIVES

By the end of this program, participants will be able to:

- Master the principles of contract negotiation.
- Implement effective negotiation strategies.
- Understand the legal aspects of contract formation.
- Recognise the enforcement of contracts.
- Develop approaches for managing claims effectively.
- Handle disputes with confidence and skill.
- Apply best practices for drafting and reviewing contracts.

TARGET AUDIENCE

- Legal Professionals.
- Contract Managers.
- Business Executives.
- Entrepreneurs.
- Procurement Managers.
- Supply Chain Managers.
- Project Managers.

Program Outline:

DAY 1: Basics of Contract Negotiation

1. Overview of fundamental principles in contract negotiation.

2. Crucial phases of the negotiation journey.
3. Methods for effective communication and influence.
4. Recognising the goals and interests of the involved parties.
5. Approaches for developing mutually beneficial outcomes.

DAY 2: Legal Framework of Contracts

1. Introduction to contract law and foundational legal principles.
2. Key components of a legally binding contract.
3. Process of contract creation and enforceability.
4. Common clauses in contracts and their effects.
5. Legal remedies available for contract violations.

DAY 3: Crafting and Evaluating Contracts

1. Best techniques for writing clear and straightforward contracts.
2. Recognising and addressing contractual risks.
3. Important factors to consider when reviewing contract terms.
4. Methods to ensure thoroughness and precision in contracts.
5. Case studies demonstrating effective contract creation.

DAY 4: Handling Claims and Disputes

1. Categories of claims typically seen in contracts.
2. Techniques for avoiding and resolving disputes.
3. The role of negotiation, mediation, and arbitration in resolving conflicts.
4. Importance of documentation and evidence in claims management.
5. Case studies showcasing successful dispute resolution.

DAY 5: Negotiation Techniques for Various Contract Types

1. Strategies for negotiating sales agreements.
2. Methods for negotiating service contracts.
3. Approaches for managing procurement and supply chain agreements.
4. Negotiating technology and intellectual property contracts.
5. Case studies on a variety of contract negotiations.

DAY 6: Advanced Negotiation Strategies

1. Sophisticated techniques for intricate negotiations.
2. Approaches to managing challenging negotiation situations.
3. Strategies for dealing with conflict scenarios.
4. Considerations for cross-cultural negotiation.
5. Fostering long-lasting relationships through effective negotiation.

DAY 7: Financial Considerations in Contract Negotiation

1. Grasping financial terms and conditions within contracts.
2. Strategies for negotiating pricing, payment conditions, and incentives.
3. Budgeting and cost analysis in contract discussions.
4. Assessing financial risks and strategies for mitigation.
5. Case studies reflecting financial negotiation situations.

DAY 8: Ethical and Legal Issues

1. Ethical standards in contract negotiation.
2. Legal frameworks and regulations impacting negotiations.
3. Promoting transparency and fairness throughout negotiations.
4. Addressing conflicts of interest and confidentiality issues.
5. Case studies exploring ethical challenges in contract negotiations.

DAY 9: Technology and Contract Oversight

1. Leveraging contract management software and tools.
2. Advantages of digital negotiation platforms.
3. Managing electronic contracts and digital signatures.
4. Ensuring data security and privacy in contract oversight.
5. Emerging trends in technology and contract negotiation.

DAY 10: Managing Contracts Post-Negotiation

1. Successful implementation and oversight of contracts.
2. Handling changes and modifications to contracts.
3. Monitoring performance and ensuring compliance.
4. Addressing ongoing contractual issues and disputes.
5. Strategies for nurturing enduring contractual relationships.