

Preparing to negotiate



We both have needs.



I'll let you know my needs. You let me know your needs.

Let's see what we can work out.

	My party	Other party
Issues Why are we meeting?		
Objectives What is wanted?		
Perceived needs		
Perceived interests		
Sources of power		
Hope to get?		
Intend to get?		
Must get?		
Hidden agendas?		
Potential concessions What could be given up?		
Settlement options Possible solutions to the issues		