

Cooperative Negotiation Strategy Worksheet



| | You | Them |
|--|------------|-------------|
| <p align="center">Position <i>(What do I think I want? What do I think they want)</i></p> <p align="center">Aspiration Point <i>(What's the best possible outcome for me / them? Rationally Bounded)</i></p> <p align="center">Reservation Point <i>(What's the minimum I / they might accept? Rationally Bounded)</i></p> | | |
| <p align="center">Prioritized Interests <i>(Why do I want the above position? Why might they want their position? What are the interests and how important are each of the interests?)</i></p> | | |
| <p align="center">Best Alternative to a Negotiated Agreement (BATNAs) <i>(What can I /they do if we don't reach an agreement?)</i></p> <p align="center">Worst Alternative to a Negotiated Agreement (WATNAs) <i>(What might be the worst option I / they might have to execute?)</i></p> | | |
| <p align="center">Agenda</p> <p>1. Trust building? 2. Pre-emptive concessions? 3. Who opens? 4. What are the common interests? 5. Options presented as full proposal or incremental?</p> | | |
| <p align="center">Develop Options for Mutual Gain <i>(Satisfying as many interests of both parties as possible)</i></p> | | |
| <p align="center">Zone of Possible Agreement (ZOPA)</p> | | |
| <p align="center">Select the Best Option using Objective Criteria <i>(What option best meets the prioritized needs established in the exploration of each side's interests; are there external standards / precedent that could be used for criteria?)</i></p> | | |