**INVEST IN YOURSELF**

**NEGOTIATING**

BBATNA Best Alternative to a Negotiated Agreement

MESO Multiple Equivalent Simultaneous Offers

Anchor

Walk-away point

Concession

Trade-off

Counteroffer

Rapport

Win-win situation

Leverage

Collaboration

Compromise

Interest-based negotiation

Value creation

Mutual gains

Deadlock

Ultimatum

Mediator

Position

Objective criteria

Flexibility

Distributive negotiation

Integrative negotiation

Non-starter

Stakeholder

Escalation

Highball/Lowball\

Counterpart

Concede

ZOPA zone of possible agreement

Dispute resolution

Tactical retreat

Feasibility

Quid pro quo

Risk-sharing

Settlement terms

Non-negotiable

Good faith negotiation

Escrow

Clause

Deferral

Equity Stake

Hurdle

Deadline