

Negotiation Quiz: What's Your Style?

Read each set of statements and circle your preferred approach. Do you have more circled on the left column or the right?

- | | |
|---|--|
| 1. You want to get down to the business at hand as quickly as possible. | You want to get to know the other person first before you begin to negotiate. |
| 2. You keep small talk to a minimum except when it facilitates the negotiation. | You consider it rude not to talk about family and personal matters before getting down to business. |
| 3. Before you begin to negotiate, you want to find out about your counterpart's status and make him or her aware of yours. | You do not feel comfortable talking about your status and achievements because you do not want to appear to be boastful. |
| 4. You give weight to what people say because of the position they hold. | The positions people occupy means less than the positions they take when negotiating and your relationship with them. |
| 5. You do not consider a discussion successful unless you have made progress toward reaching a favorable agreement. | You consider time spent establishing a better relationship to be time well spent. |
| 6. Satisfying the other parties' interest is significant only to the extent that it furthers your own interests. | You want the other parties to feel good when the negotiations are concluded. |
| 7. You want to reach an agreement as quickly and efficiently as possible. | You are willing to take the time necessary to satisfy everyone's needs. |
| 8. The outcome of this negotiation takes priority, although you take into consideration the impact your action might have on future dealings. | You consider the long-term relationship to be as important as the outcome of any single negotiation. |