

# Negotiation Feedback Form

Assessment for ..... by .....

Negotiation on (Date) ..... of (Case) .....

	☹					☺
	1	2	3	4	5	6
<b>A. Listening</b>						
Listens attentively						
Focuses on the conversation						
Made an honest effort to understand the other side's point of view						
Lets the others person finish without interrupting						
Acknowledges and appreciates the other's point of view						
<b>B. Questioning</b>						
Asks open questions to get the negotiation started						
Asks many questions to explore joint interests						
<b>C. Demeanor</b>						
Appears confident						
Seems authentic						
Seems reliable and trustworthy						
Adjusts to others quickly						
<b>D. Body Language</b>						
Gesticulates open and friendly (leaning forward, not blocking)						
Sits firmly (no nervous moving around)						
Gesticulates calmly (no harsh movements, pen playing, finger pointing)						
Seems confident (sits tall, no nervous gestures or touches)						
Keeps eye contact						

Things I liked about my (partner's) negotiation style .....

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Things I would have done differently (if I was them) .....

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Other Feedback .....

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