

# Negotiation Preparation Worksheet

## 7 Elements of Problem Solving

### Focus on Interests

### Generate Options

### Use Objective Criteria

**My interests:**

*What is important to me and why?*

**Their interests:**

*What is important to them and why?*

**Generate many options before deciding:**

*Focus on options that meet the interests of both sides.*

**What objective standards are persuasive?**

*If I have to prioritize, what's most important to me?*

*Which interests might be most important to them?*

**What is a fair process for reconciling differences or conflicting interests?**

