

# Negotiation Style Questionnaire

Determine your own negotiation style by filling in this questionnaire

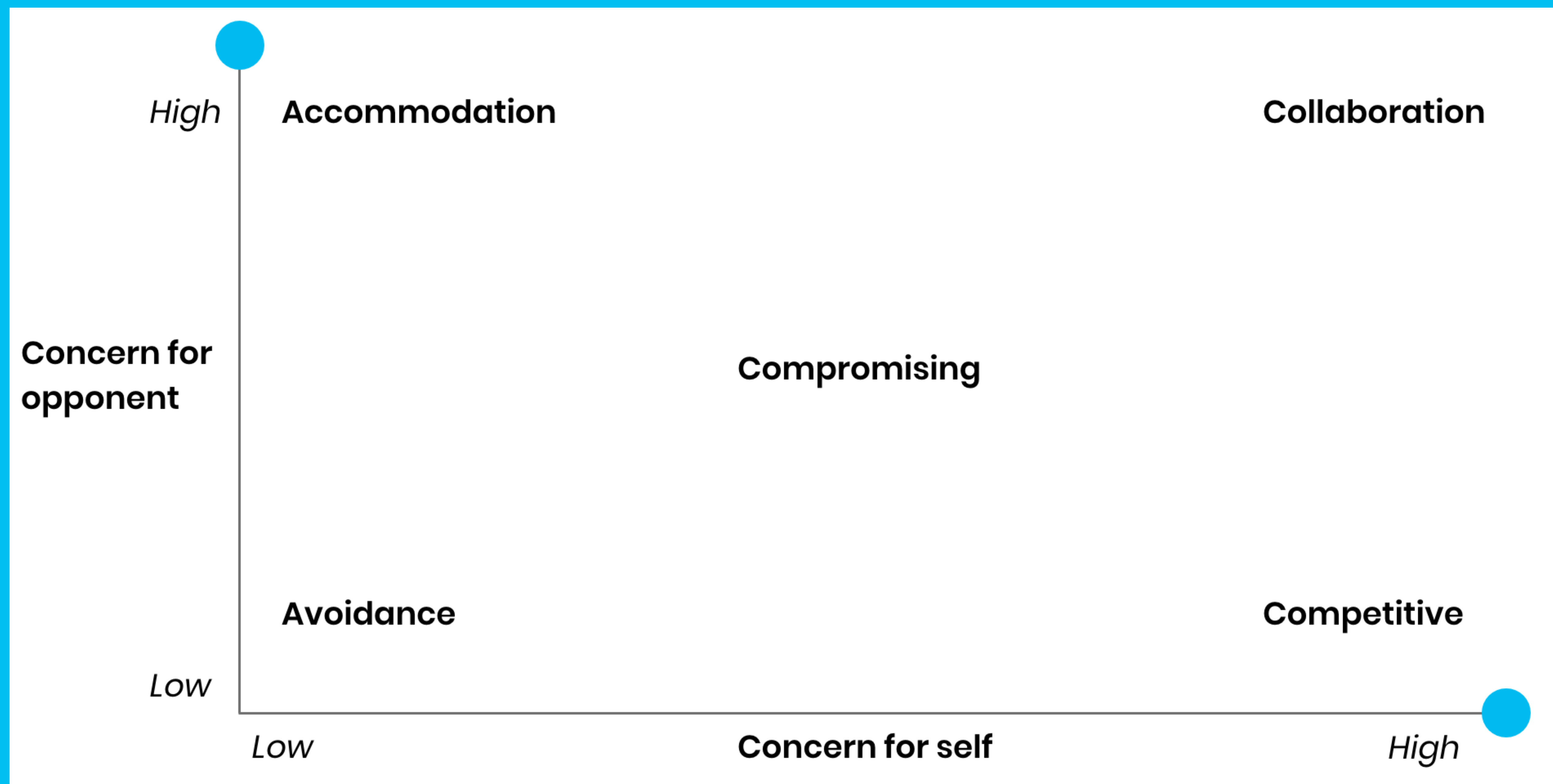
## Instructions

- Read all 30 statements and answer A or B
- If you're finished, compare your answers to the answer sheet
- Based on your score you'll find your negotiation style

## Tips

- Sometimes neither A or B may be typical for your behaviour. In that case, just select the one that fits you the best.
- The term 'other party' refers to any external party you're negotiating with

# The 5 Main Negotiation Styles



1.

A. Sometimes I let the other party direct the agenda and set the negotiation pace.

B. I try to emphasize the topics we agree on instead of negotiating the topics we disagree on.

2.

A. I try to find ways for both parties to have a win-win situation.

B. I strive to deal with my own and all of the parties' concerns.

3.

A. I abide by my goals once I set my focus on them.

B. I attempt to console the other party's feelings and preserve our relationship.

4.

A. I always try to check for other solutions regarding the negotiation.

B. I sacrifice my own pursuits and agendas for the other party's sake.

5.

A. I seek to ask for help from other parties for joint collaboration to formulate solutions.

B. I am only focusing on doing what is necessary to avoid useless propositions.

6.

A. I avoid creating tension and discomfort within myself.

B. I always try to win the negotiation no matter what it takes.

7.

A. I tend to set aside difficult situations until I think of a solution for them.

B. I tend to give up some points of my argument to accommodate the other party's request.

8.

A. I am firm in pursuing my goals and agendas with the negotiation meeting.

B. I always try to open up the concerns and issues to everyone involved in the negotiation.

9.

A. I sometimes feel that disagreements with the other party are not worth worrying about which is why I tend to focus on other areas.

B. I make some effort to achieve what I want.

10.

A. I assert what I want when I am provoked.

B. I try to check for other solutions.

11.

A. I spend the whole time opening up all the concerns of the whole party in the negotiation.

B. I may try to be sensitive to the other party's feelings to preserve our relationship.

12.

A. I avoid making moves that constitute a controversy

B. I will let the other party open their ideas if they let mine too.

13.

A. I always stay neutral regarding the negotiation.

B. I pressure the other party to get what I want.

14.

A. I tell my ideas to the other party and let them open as well.

B. I always try my best to show other parties the logic behind my propositions.

15.

A. When I sense that there are disagreements, I tend to change the subject to preserve our relationship.

B I avoid tensions even if it means that the negotiation will not progress.

16.

A. I always attempt not to hurt the feelings of the other party

B. I try to persuade the other party why they need to abide by my terms.

17.

A. I am focused on my own objectives and will attempt to push them as long as I can.

B. I avoid asking about the areas in which I feel uncomfortable or which are new to me.

18.

A. I do not want to challenge the point of the other party if I see that it makes them happy.

B. I will accept the request of the other party if they will accept some of mine too.

19.

A. I am keen to identify the issues regarding the negotiation process.

B. I do not attempt to challenge the other party's proposition as it may lead to disagreements. Thus, I will just wait for opportunities in the future to do this so I have more time to think about it now.

20.

A. I try to work on our differences.

B. I try to find a fair trade regarding gains and losses for both of us.

21.

A. When I am negotiating, I tend to be considerate of the other party's request.

B. I am always straightforward with issues regarding negotiation.

22.

A. I always try to find the middle ground in our negotiation.

B. I try to assert what I want.

23.

A. I always accept the request of the other party in the negotiation.

B. There are times when I just let the negotiations go on their own.

24.

A. If I deemed that the proposition of the other party is important to them, I compromise my own stand regarding the negotiation.

B. I try to meet the other party halfway through our negotiation.

25.

A. I show the other party the logic and benefits of my proposition.

B. I try to hear the other party's suggestion in our negotiation.

26.

A. I often proposed that we meet in the middle ground of our negotiation.

B. I will not give unless I receive something in return.

27.

A. I generally avoid challenging or disagreeing with the other party.

B. If the proposition keeps the other party happy, I let them maintain their view about it.

28.

A. I already have a proposed budget and targets in mind.

B. I often seek the help of the other party for a solution regarding our negotiation.

29.

A. I am fine with the idea that we both got something out of the negotiation even if it is not exactly what we want.

B. I avoid talking about the areas where we both have disagreements.

30.

A. I am careful not to hurt the feelings of the other party when it comes to negotiation.

B. I share with the other party the problems in the negotiation so we can fix them together.

|    | Competing | Collaborating | Compromising | Avoiding | Accomodating |
|----|-----------|---------------|--------------|----------|--------------|
| 1  |           |               |              | A        | B            |
| 2  |           | B             | A            |          |              |
| 3  | A         |               |              |          | B            |
| 4  |           |               | A            |          | B            |
| 5  |           | A             |              | B        |              |
| 6  | B         |               |              | A        |              |
| 7  |           |               | B            | A        |              |
| 8  | A         | B             |              |          |              |
| 9  | B         |               |              | A        |              |
| 10 | A         |               | B            |          |              |
| 11 |           | A             |              |          | B            |
| 12 |           |               | B            | A        |              |
| 13 | B         |               | A            |          |              |
| 14 | B         | A             |              |          |              |
| 15 |           |               |              | B        | A            |

|    | Competing | Collaborating | Compromising | Avoiding | Accomodating |
|----|-----------|---------------|--------------|----------|--------------|
| 16 | B         |               |              |          | A            |
| 17 | A         |               |              | B        |              |
| 18 |           |               | B            |          | A            |
| 19 |           | A             |              | B        |              |
| 20 |           | A             | B            |          |              |
| 21 |           | B             |              |          | A            |
| 22 | B         |               | A            |          |              |
| 23 |           | A             |              | B        |              |
| 24 |           |               | B            |          | A            |
| 25 | A         |               |              |          | B            |
| 26 |           | B             | A            |          |              |
| 27 |           |               |              | A        | B            |
| 28 | A         | B             |              |          |              |
| 29 |           |               | A            | B        |              |
| 30 |           | B             |              |          | A            |

| Competing | Collaborating | Compromising | Avoiding | Accomodating |
|-----------|---------------|--------------|----------|--------------|
|           |               |              |          |              |

Interpreting your scores

- The five columns represent the five styles
- In each style column is the range of possible scores from 0 (very low) to 12 (very high)

