

Pathways Vocab List: Negotiation

Words	Primary Class	Other Class
Accommodate	Verb	
Accountable	Adjective	
Achieve	Verb	
Acknowledge	Verb	
Advantage	Noun	
Adversary	Noun	
Advocate	Verb	
Agenda (paper; plan)	Noun	
Agility	Noun	
Agreement	Noun	
Alignment	Noun	
Alternatives	Noun	
Ambiguous	Adjective	
Analyze	Verb	
Anxious	Adjective	
Approve	Verb	
Argue	Verb	
Assertive	Adjective	
Assumption	Noun	
Authenticity	Noun	
Authority	Noun	
Avoid	Verb	
Bargaining	Noun	
Behaviours	Noun	
Benchmark	Noun	Verb
Bias	Verb	Noun
Binding	Adjective	
Brainstorm	Verb	Noun
Cause	Verb	Noun
Challenge	Verb	Noun
Choice	Noun	
Coerce	Verb	
Collaborate	Verb	
Commitments	Noun	
Communicate	Verb	
Communication	Noun	
Compromise	Verb	Noun
Con	Noun	
Concede	Verb	

Concerned	Adjective	
Concession	Noun	
Conclusions	Noun	
Condition	Noun	
Conditional	Adjective	
Conduct	Verb	Noun
Confident	Adjective	
Conflate	Verb	
Conflict (as in fight)	Verb	
Conflict (as in opposed)	Adjective	
Constructive	Adjective	
Consultation	Noun	
Contract	Verb	
Contract	Noun	
Counterpart	Noun	
Counter-threat	Noun	
Creative	Adjective	
Credibility	Noun	
Criteria	Noun	
Critical	Adjective	
Criticism	Noun	
Culture	Noun	
Curiosity	Noun	
Deadline	Noun	
Deal	Noun	
Decision	Noun	
Defend	Verb	
Defensible	Adjective	
Diagnose	Verb	
Difficult	Adjective	
Disadvantage	Noun	
Disclose	Verb	
Discuss	Verb	
Divide	Verb	
Durable	Adjective	
Eager	Adjective	
Effect	Verb	Noun
Element	Noun	
Emotion	Noun	
Emotional	Adjective	
Empathy	Noun	
Energized	Adjective	Verb
Engage	Verb	

Estimate	Noun	Verb
Evaluate	Verb	
Evaluation	Noun	
Exchange	Noun	Verb
Excited	Adjective	Verb
Execute	Verb	
Expectation	Noun	
Explainable	Adjective	
Explanation	Noun	
Explicit	Adjective	
Explore	Verb	
Factors	Noun	
Facts	Noun	
Fair	Adjective	
Fears	Noun	
Feedback	Noun	
Follow	Verb	
Formal	Adjective	
Framework	Noun	
Frustration	Noun	
Gap	Noun	
Genuine	Adjective	
Goals	Noun	
Guidelines	Noun	
Haggle	Verb	
Haggling	Adjective	
Handle	Verb	
Identity	Noun	
Impact	Verb	Noun
Implement	Verb	
Implicit	Adjective	
Inference	Noun	
Inform	Verb	
Informal	Adjective	
Innovation	Noun	
Inquire	Verb	
Intention	Noun	
Interests	Noun	
Interpersonal	Adjective	
Interpretations	Noun	
Invent	Verb	
Judge	Noun	
Judge	Verb	

Justification	Noun	
Lead	Verb	Noun
Legitimacy	Noun	
Leverage	Verb	Noun
Listen	Verb	
Losing	Adjective	
Manipulate	Verb	
Maximize	Verb	
Method	Noun	
Milestone	Noun	
Mindset	Noun	
Minimal	Adjective	
Mitigate	Verb	
Model	Noun	Verb
Motivate	Verb	
Move	Noun	
Multi-party	Adjective	
Needs	Adverb	
Negotiate	Verb	
Nervous	Adjective	
Neutral	Adjective	
Nonverbal	Adjective	
Norm	Noun	Verb
Objective (neutral)	Adjective	
Objectives	Noun	
Offer	Verb	Noun
Omission	Noun	
Open-minded	Adjective	
Operational	Adjective	
Operationalize	Verb	
Opinion	Noun	
Opportunity	Noun	
Optimal	Adjective	
Options	Noun	
Overestimate	Verb	Noun
Owner (accountable for an activity)	Noun	
Partisan	Adjective	
Party (who is in the room)	Noun	
People	Noun	
Performance	Noun	
Persistence	Noun	
Perspective	Noun	
Persuasion	Noun	

Plan	Verb	Noun
Position	Verb	Noun
Possibility	Noun	
Postpone	Verb	
Power	Noun	
Practice (market practice)	Noun	
Precedent	Noun	
Predict	Verb	
Prediction	Noun	
Prepare	Verb	
Pressure	Noun	
Principal	Noun	
Principles	Noun	
Priorities	Noun	
Prioritize	Verb	
Pro	Noun	
Procedural	Adjective	
Process	Verb	Noun
Provisional	Adjective	
Purpose	Noun	
Rationale	Noun	
Reacting	Adjective	
Realistic	Adjective	
Reciprocity	Noun	
Refuse	Verb	
Relationship	Noun	
Relationships	Noun	
Resent	Verb	
Resolution	Noun	
Respect	Verb	Noun
Respond	Verb	
Review	Verb	Noun
Risk	Verb	Noun
Risk-averse	Adjective	
Risk-taking	Adjective	
Sacrifice	Verb	Noun
Satisfy	Verb	
Scenario	Noun	
Sequence	Noun	
Solution	Verb	Noun
Spectrum	Noun	
Split	Verb	
Stakeholders	Noun	

Stakes	Noun	
Standards	Noun	
Strategic	Adjective	
Strategy	Noun	
Strengthen	Verb	
Stressed	Adjective	Verb
Structure	Noun	Verb
Style	Noun	
Suboptimal	Adjective	
Systematic	Adjective	
Tactics	Noun	
Term	Noun	
Third-party	Adjective	Noun
Threats	Noun	
Timeline	Noun	
Trade	Verb	Noun
Trigger	Verb	Noun
Trust	Verb	Noun
Two-way (communication)	Adjective	
Underestimate	Verb	Noun
Underlying	Adjective	
Understand	Verb	
Uninformed	Adjective	
Unrealistic	Adjective	
Upset	Adjective	Verb
Values	Noun	
Verbal	Adjective	
Weaken	Verb	
Well-intentioned	Adjective	
Well-prepared	Adjective	
Winning	Adjective	
Withhold	Verb	

Lexical Chunks

Active listening

Address concerns (interests or needs)

All or nothing

At any cost

At the table

Beliefs about

Bottom line

Brave/Courageous listening

Break out (split out)

Bridge the gap

Build alignment

Build relationship

Bundle together

Carrots and sticks

Claim value

Conducting negotiations

Cost/benefit analysis

Counter-offer

Creating value / value creation / joint value creation

Critical assessment

Decision making

Defining success

Developing strategy

Expanding the pie

Fairly treated

Fall back

Fifty-fifty

Final say

Follow-up

Gain leverage

Give-and-take

Going poorly/well

Good/Bad deal

Good/Bad outcome

Ground rules

Hand shake

Hard/Soft bargainer

High stakes

Holding cards "close to the vest"

Holds the power
Honoring commitments
In the room
Joint gain
Lack of authority
Lack of power
Lack of will
Last chance
Mutual benefit
Nature of...
Negative relationships
On the merits
Outside the box
Perceptions of
Point of view
Positive relationships
Preparing for...
Problem-solving
Reality testing
Report-out
Seek to understand
Sending a message (intangible)
Setting goals
Short end of the stick
Sign out
Split down the middle
Split the difference
Stress testing
Strike a deal
Strong opinion
Taking initiative
To be + adjective (e.g., curious)
To feel "taken"
To seek/build/gain/win/create/enable
Trade-Off
Verbal/Written agreement
Walk away (from)
Walk out
What to/not to share
Working relationship
Worth your time

Common Phrases

Arbitrary concession

BATNA (Best Alternative To Negotiated Agreement)

Can you give me an example?

Distributive Bargaining

Extreme position

Handling difficult tactics

Information exchange

Integrative Bargaining

Interest-based negotiation

Joint problem solving

Ladder of inference

No choice

Opening position

Positional bargaining

Principal-Agent

Principled negotiation

Step-by-step

Substantive issues

That's one option. What might be some other options?

Time Horizon

What am I missing?

Who else needs to be a part of this conversation?

Who might be impacted by our decision?

Win/Win

ZOPA – Zone of possible agreement

