Reflect and Prepare

Name:

What Is Negotiation?

Negotiation is a skill that helps you advocate for your needs and priorities while respecting others. It builds your personal competitive advantage through clarity, courage, and collaboration.

Why This Matters to Me

Why is negotiation important in your school, job, training, or personal life?

_____

_____

_____

_____

_____

_____

My Patterns and Beliefs

When I need something, I usually: _____

What I want to change or strengthen: _____

What belief could support better negotiation? _____

Belief Shift

Circle or write a belief that supports your growth:

"Asking clearly is not asking too much."

"Negotiation builds clarity and respect."

"My voice matters in every space I'm in."

"I can be both kind and assertive."

Other: _____

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Negotiation Practice + Progress

Name:

My 28-Day Negotiation Goal
What situation, relationship, or habit will you negotiate around this month?

What's your desired outcome, and how will you prepare? _____
How will you reflect or track progress?
❑ Journal ❑ Practice log ❑ Peer review ❑ Self-reflection

Restart Plan
When I feel nervous or avoid negotiating, I will:
❑ Write my ask and practice aloud
❑ Use my anchor phrase: "It's okay to ask."
❑ Get input from someone I trust
❑ Other: _____

Weekly Reflection Prompts
1. Where did I speak up or ask clearly this week?

2. How was it received and how did I handle it?

3. What feedback or growth came from the experience?

4. What will I refine for next time?

28-Day Negotiation Tracker

Focus situation or habit: _____

Week 1 ❑ ❑ ❑ ❑ ❑ ❑ ❑
How did week 1 go? Circle one word:
✔ Clear ✔ Nervous ✔ Respectful
✔ Direct ✔ Empowered ✔ Growing

Week 2 ❑ ❑ ❑ ❑ ❑ ❑ ❑
How did week 2 go? Circle one word:
✔ Clear ✔ Nervous ✔ Respectful
✔ Direct ✔ Empowered ✔ Growing

Week 3 ❑ ❑ ❑ ❑ ❑ ❑ ❑
How did week 3 go? Circle one word:
✔ Clear ✔ Nervous ✔ Respectful
✔ Direct ✔ Empowered ✔ Growing

Week 4 ❑ ❑ ❑ ❑ ❑ ❑ ❑
How did week 4 go? Circle one word:
✔ Clear ✔ Nervous ✔ Respectful
✔ Direct ✔ Empowered ✔ Growing

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