

# SAAP celebrates Administrative Professionals Week 2022

## Workshop

### Red wine? White wine?

“Negotiation is at the heart of human interaction. Every time people interact, there is negotiation going on: verbally or nonverbally, consciously or unconsciously. Driving, talking to your kids, doing errands. You can’t get away from it. You can only do it well or badly.” - *Stuart Diamond, Author of Getting More*

The **Behavioral Science of Negotiation** equips you with the core knowledge, skill, and attitude in managing negotiations and difficult internal and external stakeholders, to reach a shared understanding with a win-win outcome. It aims to turn challenging conversations into action and results. Specifically, the learners will benefit by being able to:

- Uncover one’s Negotiation Behavioral Profile
- State the golden rules in negotiations
- Recognise the common mistakes in building early success to fast forward the result
- Explain the DEALS model of high impact negotiations
- Develop winning strategies and tactics in managing the negotiation
- Deal with crafty tricks and hard bargains

27 April 2022  
Wednesday  
2 pm – 6 pm  
Registration @1:30 pm

Holiday Inn Singapore Orchard  
City Centre, 11 Cavenagh  
Road, S 229616

- \$145 - SAAP Member
  - \$170 - NTUC/SCWO Member
  - \$180 - Non-Member
- Fee inclusive of one tea-break

[Register Now](#)



Please watch the following short video as a *preview* by clicking the link and identify one key insight.

[Harvard Business Review Video \(length: 2:44\)](#)



Facilitated by **Lim Boon Piul (BP)**  
Entrepreneur and creator of Sales Blueprint

Boon Piul is both DACE and ACTA-certified with a Master Facilitator accreditation in SPIN Selling. He has more than 27 years of experience in facilitation, courseware development, sales and marketing across the globe.

## Dinner

27 April 2022  
7:30 pm – 10 pm  
Registration @7 pm

Holiday Inn Singapore Orchard  
City Centre, 11 Cavenagh  
Road, S 229616

- \$85 - SAAP Member
- \$95 - NTUC/SCWO Member
- \$100 - Non-Member

A discount of \$20  
applies when you  
sign up for both  
Workshop and  
Dinner

### Theme : Golden Elegance

Give yourself a Hi-5 and join this celebration together with other like-minded administrative professionals on this special day.

Welcome Gift | 5-course Chinese Set Dinner (Halal) |  
Our Story 1971 to 2021 | SAAP Loyalty Award |  
Outstanding Member Award | Come in your favorite  
“Golden Elegance Outfit” for the Best Dressed Award |  
Raffle Draw

Contact our Secretariat at 63237523 or email  
[admin@saap.org.sg](mailto:admin@saap.org.sg) for more details

★ Member Draw

2D1N Staycation @  
Holiday Inn Singapore  
Orchard City Centre

[Register Now](#)



Organised by:



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