



Negotiating Project Priorities

Negotiating Project Setup Problems





Lesson 1: Negotiating Project Priorities

Managing Project Setup Problems

Language Point

Expressing needs and priorities when making a plan:

- When describing what is needed, outline the needs, goals, budget timeline (e.g. *“The main objective is...”* / *“There needs to be...”*)
- Depending on what is available, preparing options in advance will improve your chance of getting agreement (e.g. *“If we can’t ____, then perhaps we can...”*)





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Managing Project Setup Problems

The dialog below involves a negotiation between a database manager and IT project manager. Look at the dialog and put the best phrase into the blank spaces.

Key Terms

- ① *Our focus/target should be ... (to get ... / to set up ... / to complete)*
- ② *I think we need to ... (focus on ... / manage data ...)*
- ③ *Are you sure? (The overall design is ... / Why don't you?)*
- ④ *(OK) but If we don't... ___ then ___ ...*

Project Manager 1: ___ focus on the user interface first.

Project Manager 2: I disagree. ___ the database structure. it's critical for the project's set up...

PM 1: ___

PM 2: ___

PM 1: ___

PM 2: Sounds good to me. Let's focus on making this run as smooth as possible.





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Short Discussion Problems

Use the phrases below to negotiate the problems in the role play simulations with your partner

SITUATION 1: You need a new project management software system. Explain to the vendor: ① the software needs to be operational by the end of the month. ② ____ . ③ ____.

SITUATION 2: Your pharmaco* business is speaking with a potential BioTech partner. They need to have: ① ____ . ② AI tools integrated into their operations. ③ ____.

Key Terms



- Our focus/target should be...(to get.../ to set up.../ to complete)
- I think we need to... (focus on... / manage data...)
- Are you sure? (The overall design is .../ Why don't you?)
- (OK) but If we don't... ____ then ____ ...

*pharmaco = drug company

*agile project management = a type of flexible project management format



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Extended Discussion Problem

You want to set up a software system to manage remote workers. These members need a working space in your office when they're not working from home. Key Points: ① The system must have... ② Project details must be coordinated... ③ ____. ④ ____.

Talk to the IT project manager to negotiate your needs. Use the phrases below in your discussion.

Key Terms

- *Our focus/target should be...(to get.../ to set up.../ to complete)*
- *I think we need to... (focus on... / manage data...)*
- *Are you sure? (The overall design is .../ Why don't you?)*
- *(OK) but If we don't... __ then __ ...*





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Final Discussion Problem

You work for a real estate investment business. You are negotiating with a property developer about a hotel project in Japan. The project involves a casino to be built outside Tokyo. Your needs: ① The main building must be... ② The project budget is... ③ ____ ④ ____.

You will speak to the developer to discuss your terms and decide on an agreement.

Key Terms

- *Our focus/target should be...(to get.../ to set up.../ to complete)*
- *I think we need to... (focus on... / manage data...)*
- *Are you sure? (The overall design is .../ Why don't you?)*
- *(OK) but If we don't... ____ then ____ ...*

