Conflict Resolution: Template

Decide:
Common outcomes
Points of agreement
Need for future review

HOW?

Define:
Terms
Overall aims
Ground rules

HOW?

Disclose:
Negotiating room
Realistic compromises
Areas of agreement

HOW?

Conflict Resolution Matrix

MAJOR ISSUES FOR ME	MAJOR ISSUES FOR OTHER PARTY
MINOR ISSUES FOR ME	**MINOR ISSUES FOR OTHER PARTY**
AREAS OF SYNERGY/DIFFERENCE	

Determine:
Boundaries
Basis for negotiation
Specific goals

HOW?

Describe:
Propositions
Offers
Potential outcomes

HOW?

Develop:
Ideas
Options
Possibilities

HOW?

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