



# Negotiating Licences for Digital Resources

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## Description

This is a practical guide on how to get the best deal for online subscriptions. The processes outlined in this book can be applied to a wide range of electronic products, ranging from e-journals to multi-modular databases. There are practical tips and guidance on what to focus on during the course of the negotiation and, most importantly, what preparation is needed to ensure that you gather the necessary amount of information to achieve the best outcome. The text guides you logically through the stages of negotiation, from initial awareness of your organization's needs to making the contract more understandable, and offers advice on the skills and techniques of negotiation, whether in written or face-to-face scenarios. Key areas covered include:

- understanding your organization's needs
- what type of agreement to choose
- usability and value
- preparation for negotiation
- communication skills
- the contract
- disseminating negotiation outcome
- staff development
- the negotiation timeline.

Additional sources of information and FAQs are also offered. Readership: This book can act as a reference tool for experienced negotiators, or as a primer for those who have never before been involved in the process.

## Contents

1. Preparation 2. The contract 3. Negotiation 4. Staff development and communicating negotiation outcome 5. Conclusion 6. References and further reading Appendix 1. Frequently asked questions Appendix 2. Negotiation timeline Appendix 3. Personal negotiation experience.

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