

# Commercial Contracts for Non-Lawyers: Practical Skills for Global Professionals

Gain practical skills to understand, draft, and manage commercial contracts with confidence no legal background required. Learn to navigate global standards, mitigate risks, and support business objectives across jurisdictions.

## D A T E S

5<sup>th</sup> - 6<sup>th</sup>  
March 2026

## O N L I N E

DUBAI: 9:00 AM - 3:30 PM  
MALAYSIA: 1:00 PM - 7:30 PM  
LONDON: 6:00 AM - 12:30 PM  
NIGERIA: 6:00 AM - 12:30 PM

A portrait of Karen Dawson, a woman with dark hair, wearing a dark blazer over a white top and a pearl necklace. She is smiling and has her arms crossed.

*Karen Dawson*

C O U R S E   T R A I N E R

# Commercial Contracts for Non-Lawyers: Practical Skills for Global Professionals

5<sup>th</sup> - 6<sup>th</sup> March 2026 – Online

Dubai: 9:00 am – 3:30 pm (GST/GMT+4)  
Malaysia: 1:00 pm – 7:30 pm (MYT, GMT+8)  
London: 6:00 am – 12:30 pm (BST, GMT+1)  
Nigeria: 6:00 am – 12:30 pm (WAT, GMT +1)

## Course Overview

Commercial contract negotiations are often challenging, not because the parties disagree on objectives, but due to underlying issues being unclear, unstructured, or poorly prioritised. This programme provides a structured, practical approach to preparing for and conducting contract negotiations with confidence.

Day 1 focuses on understanding contractual pain points, analysing issues, and preparing negotiation plans while Day 2 focuses on negotiation strategies, tools, and hands-on practice.

Participants will learn how to break down contracts into negotiation issues, link these to clear negotiation strategies, and conduct discussions in a structured, commercially grounded way.

This course is suitable for professionals involved in procurement, commercial, legal, business or project environments who want to develop strong, practical negotiation capability.

## Key Learning Outcomes

Participants will be able to:

- Identify and Analyse Contract Issues
  - Break down contracts into commercial, operational, legal, and risk issues
  - Recognise typical pain points: scope, price, delivery, warranties, liability, indemnity, insurance, termination
  - Understand risk impact and negotiation sensitivity of each issue
- Prepare for Negotiation Using a Structured Method
  - Apply a structured approach to issue analysis
  - Prioritise issues and determine negotiation focus
  - Build negotiation briefs with objectives, walk-away points, and concessions
  - Use the Issue Mapping Framework to structure preparation
- Apply Core Negotiation Strategies
  - Use anchoring, framing, concessions, questioning, packaging, and sequencing tools
  - Understand BATNA and ZOPA in commercial contexts
  - Handle pressure, silence, escalation, and difficult behaviours
- Conduct Structured Negotiations
  - Use tools confidently during live discussions
  - Practise strategies through multiple group exercises
  - Conduct a full negotiation simulation integrating all techniques

## Why You Should Attend?

This programme will help participants:

- Prepare systematically for negotiations
- Identify contract issues that commonly create negotiation friction
- Understand how commercial, operational, legal, and risk considerations interact
- Use a structured approach to issue analysis and prioritisation
- Build negotiation briefs linking issues to objectives, fallback positions, and concessions
- Apply at least eight negotiation strategies confidently
- Practise strategies through multiple exercises and simulations

## Course Facilitator

### Karen Dawson

Legal Consultant  
& Trainer  
LL.B (Hons.)  
University of  
London, CLP



Karen Dawson is an experienced legal consultant and trainer with over 20 years in the oil & gas and construction sectors.

Karen Dawson has held key in-house legal positions, including with global offshore contractor Saipem Asia Sdn. Bhd., and later as Head of Legal at Sime Darby Berhad's Energy & Utilities Division, where she built and led a dynamic legal team.

Karen Dawson has advised extensively on legal and contractual matters, particularly in oil & gas projects across upstream and midstream sectors, and on large-scale infrastructure projects such as the Bakun Dam.

Karen brings deep expertise in:

- Oil & gas and civil construction contracts
- Contract negotiation and risk management
- Arbitration, litigation, and dispute resolution

Karen has negotiated successful outcomes with major industry players including:

- ExxonMobil, Total, Murphy Oil, Maersk Oil Qatar,
- PTT Thailand, Modec International LLC, and Sarawak Hidro Sdn. Bhd.

With a solid grasp of business needs and legal obligations.

Karen is known for her ability to align legal strategies with commercial objectives.

Currently, she consults on contract-related matters in Kuala Lumpur and conducts professional training for both legally and non-legally trained professionals.

Karen is a Legal Consultant and trainer delivering programs such as:

- Commercial Contracts
- Masterclass in Drafting Contracts
- Oil & Gas Contracts

Karen's corporate training experience includes:

- PERTAMINA (Indonesia) – Managing Contractual Risk in EPC Contracts
- Digi Telecommunications (Malaysia) – Understanding Commercial Contracts
- Public sessions on legal drafting and contract review in Kuala Lumpur and Sarawak

Karen is known for her engaging delivery style and practical approach, making complex legal concepts accessible and relevant. Karen's sessions are consistently highly rated by participants and client organizations alike.

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### Day 1

#### CONTRACTUAL ISSUES & NEGOTIATION PREPARATION

##### Module 1 – Key Contractual Pain Points

- Scope of Work clarity and boundaries
- Pricing and payment structures
- Delivery timelines, delays, extensions, liquidated damages
- Warranties, guarantees, quality obligations
- Indemnities and allocation of risk
- Limitation of liability (caps, carve-outs, exclusions)
- Insurance requirements
- Termination rights and consequences

##### Module 2 – Issue Analysis & Prioritisation

- Identifying commercial, operational, legal, and risk issues
- Understanding issue interdependencies
- Prioritisation techniques
- Introduction to the Issue Mapping Framework

##### Module 3 – Building the Negotiation Plan

- Setting objectives and must-have positions
- Determining walk-away points
- Sequencing issues logically
- Designing concessions
- Preparing an internal negotiation brief

##### Module 4 – BATNA & ZOPA in Commercial Negotiations

- Understanding realistic alternatives
- Determining leverage
- Establishing ZOPA boundaries
- Planning fallback options

### Day 2

#### NEGOTIATION STRATEGIES & PRACTICE

##### Module 5 – Anchoring & Framing

- Setting initial positions
- Soft vs firm anchors
- Framing proposals to improve acceptance

##### Module 6 – Strategic Concessions

- Concession structure and timing
- Concessions that cost little but deliver value
- How concessions strengthen or weaken anchors
- Concession Sequencing & Low-Cost/High-Value Mapping

##### Module 7 – Packaging & Conditional Offers

- Grouping issues to create movement
- Using conditional offers strategically
- Structuring trade-offs

##### Module 8 – Questioning & Information Discovery

- Clarifying, probing, and verification questions
- Understanding counterpart motivations
- Handling evasive or incomplete responses

##### Module 9 – Managing Difficult Counterparties

- Handling delay, pressure tactics, silence, escalation
- Resetting the tone
- Keeping control under stress

##### Module 10 – Full Negotiation Simulation

Participants apply all skills learned across the two days:

- Issue Identification
- Structured Preparation
- Anchoring
- Concessions
- Packaging
- Questioning
- Counter-Tactic Management
- Closing Techniques

#### Programme Schedule

09:00 am – 09:30 am	Registration & Coffee Break
09:30 am – 11:30 am	Course
11:30 am – 12:00 am	Networking & Coffee Break
12:00 am – 01:30 pm	Course
01:30 pm – 02:30 pm	Networking & Luncheon
02:30 pm – 03:30 pm	Course

#### Who Should Attend?

Suitable for:

- Contract managers
- Procurement and sourcing professionals
- Commercial executives
- Project managers involved in contract discussions
- Business leaders and founders
- Legal counsel
- Anyone involved in negotiating or managing commercial terms
- No legal background is required.



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### Registration Form

Please fill & sign below form & send us on  
[training@corsol.net](mailto:training@corsol.net)

Delegate 1  
Name : \_\_\_\_\_  
Job title: \_\_\_\_\_  
Email: \_\_\_\_\_  
Mobile: \_\_\_\_\_

Delegate 2  
Name : \_\_\_\_\_  
Job title: \_\_\_\_\_  
Email: \_\_\_\_\_  
Mobile: \_\_\_\_\_

Delegate 3  
Name : \_\_\_\_\_  
Job title: \_\_\_\_\_  
Email: \_\_\_\_\_  
Mobile: \_\_\_\_\_

Delegate 4  
Name : \_\_\_\_\_  
Job title: \_\_\_\_\_  
Email: \_\_\_\_\_  
Mobile: \_\_\_\_\_

Delegate 5  
Name : \_\_\_\_\_  
Job title: \_\_\_\_\_  
Email: \_\_\_\_\_  
Mobile: \_\_\_\_\_

**Note:** In case of 6 or more nominations make a duplicate of this form & fill in the details.

#### ORGANIZATION DETAILS:

Company : \_\_\_\_\_  
Address: (to be used on invoice): \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_  
Country: \_\_\_\_\_

#### AUTHORIZED BY:

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
JobTitle: \_\_\_\_\_  
Email: \_\_\_\_\_  
Date: \_\_\_\_\_

#### PAYMENT DETAILS:

Credit Card Holder's Details - To send Payment Link

First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
Email: \_\_\_\_\_  
Country: \_\_\_\_\_

Event Code: **CS-CCNL-010**

### Course Fee

#### Registration Fees:

- |                         |                        |
|-------------------------|------------------------|
| • Book 1 delegate       | Pay USD 1,295/delegate |
| • Book 2 or 4 delegates | Pay USD 1,095/delegate |
| • Book 5 or more        | Pay USD 895/delegate   |

(All pricing excludes all taxes)

### Payment Mode:

- Payments will be made by **Credit Card** or by **Bank transfer**, an Invoice will be sent soon after we receive the signed & filled registration form.
- Payment is required within **5 working days** after the receipt of the invoice.
- Payment must be received in full prior to the Course Origination.

### Terms & Conditions:

- 1) Fee Includes (For Face 2 Face Training): the course fee covers all course material, lunch & refreshments. Please note that hotel accommodation is not included in the course fee.
- 2) Fee Includes (For Virtual Training): the course fee covers the live course session & the course material soft copies along with Certificates of Attendance.
- 3) Payment terms: Payments are required within 5 working days from the date of receipt of an invoice; all payments should be transferred by Credit Card/bank transfer to the Corsol International account. A receipt will be issued as payment is received.
- 4) Cancellation /Substitution Policy: Cancellation is only acceptable if submitted to us by email & will be subject to charges, cancellation received 60 days prior to the event 25% of the training fee will be charged, 30 Days prior to the event 50% of the training fee will be charged, 15 days prior to the event 75% of the training fee will be charged, 7 days prior to the event 100 % of the training fee will be charged. Substitution is the best option to avoid cancellation, as the cancellation is required in writing via email likewise Substitution is also required by email with complete details of the substituted delegates (Name, Position, Email & Mobile).
- 5) In the case of No Show, clients cannot claim any refund, & are not entitled to claim the Credit Voucher.
- 6) Cancellation by a paid client; does not subject to any cancellation charges, Corsol International will either accept the substitution or will provide a Credit Voucher of the Invoice amount which can be utilized in any of our future training, with validity up to 6 months.
- 7) Every possible effort is made to incorporate the event as it campaigns, however, due to any unforeseen circumstances Corsol International reserves the right to change the venue, location, and trainer. Also due to unforeseen circumstances, the event may be canceled or postponed, in this case, the paid delegate(s) Corsol International will process & refund the full amount, less the bank/service charges up to 5 % or less.
- 8) While all topics shown in this brochure will be covered in the course, the facilitator/instructor reserves the right to restructure and delivers them in a different order or sequence.
- 6) The client is considered aware of all the above terms and conditions, as they sign on this registration form & Corsol International will not be responsible for any expectation or monetary loss as indicated above.