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## **PROGRAM ANNOUNCEMENT**

*The Advocacy Institute Is Pleased to Present*

### **EFFECTIVE NEGOTIATION SKILLS**

**November 27, 2018  
10:00 a.m. to 12:00 p.m.  
R.J. Hughes Justice Complex  
6<sup>th</sup> Floor Point Meeting Area  
Attorney General's Library  
25 Market Street  
Trenton, New Jersey, 08625**

### **NOTICE REGARDING COURSE MATERIALS**

You will receive the course materials approximately forty-eight (48) hours prior to the date of the course. The materials will be contained in an email attachment.

#### ***Program Summary***

Negotiate or litigate? It's a question attorneys often face. Did you ever wonder if was time to hold 'em or fold 'em? This program will explore the skills that are essential for becoming an effective negotiator. The presenters will discuss when to consider negotiation and the differences between negotiation and litigation. Students will learn what it takes to prepare for negotiations and how the process unfolds. They will also explore different negotiation styles and gain practical insight that will help them to more effectively represent their clients.

#### ***Who Should Attend?***

Registration for this program is limited to deputies in the Division of Law's Administrative Practice Group. If you are not a DAG in the Administrative Practice Group, please do not attempt to register for this course.

#### ***Who Is the Faculty?***

**AAG Margaret A. Cotoia** is the Director of the New Jersey Attorney General's Advocacy Institute, which provides high quality legal education programs that meet the practice needs of New Jersey government lawyers. She recruits instructors and develops curriculum for the AGAI's lecture programs, coordinates skills training programs for new deputy attorneys general and assistant prosecutors and ensures that the Institute maintains its accreditation as a continuing legal education provider in New Jersey and Pennsylvania. Margaret is an instructor for the National Attorneys General Training and Research Institute and a member of its Advisory Board. Prior to joining the Advocacy Institute, Margaret was the first statutory Ethics Training Officer for the New Jersey State Ethics Commission. She designed, conducted and administered comprehensive ethics training programs for State officials, provided ethics advice and counsel to State employees and officials and trained and supported a state-wide network of agency ethics liaison officers. Before working for the SEC, Margaret was a staff attorney and mediator at the Public Employment Relations Commission and a hearing officer and trainer at the New Jersey Department of Labor. Margaret holds a B.S. from Georgetown University in Washington, D.C. and a J.D. from the Penn State University Dickinson School of Law in Carlisle, Pennsylvania where she was an editor of the law review.

**AAG Daniel F. Dryzga** is the AAG in charge of the Division of Law's Trenton Administrative Practice Group. He has overall responsibility for management of the four sections that comprise the practice group and provides supervision and policy direction for handling administrative hearings throughout the Division. AAG Dryzga also has significant litigation experience in both State and federal courts. Previously, AAG Dryzga was the Director of the New Jersey Attorney General's Advocacy Institute, where he administered and developed continuing legal education programs for New Jersey government lawyers. Prior to that, he was an Assistant Chief of the Education and Higher Education Section and a Deputy Attorney General in the Corrections and State Police Section of the Division of Law, where he defended lawsuits brought against members of the New Jersey State Police. AAG Dryzga also served with the Office of Government Integrity and the Division of Criminal Justice in the Department of Law and Public Safety. He conducted criminal and civil investigations concerning waste, fraud, and abuse in public school construction projects and criminally prosecuted individuals and companies for improprieties in those projects. He also served as an Assistant Inspector General in the New Jersey Office of the Inspector General. AAG Dryzga is an instructor for the National Attorneys General Training and Research Institute. He received his B.A., from Pennsylvania State University, and his J.D. from Rutgers University Law School- Newark.

### ***CLE Credit***

**NJ CLE Credit:** This program has been approved by the Board on Continuing Legal Education of the Supreme Court of New Jersey for 2.0 hours of total CLE credit. Of these, 0.0 qualify as hours of credit for ethics/professionalism.

**NY CLE Credit:** 2.0 Substantive Credits (pursuant to the approved jurisdiction policy).

**PA CLE Credit:** 1.5 Substantive Credits (\$3.00 mandatory registration fee required).

### **How Do I Register?**

## State Employees

Most State employees are able to register for this course by going to <http://reg2.dcj.lps.state.nj.us/lpcreg/login.aspx?portalid=2> and creating an AGAI Course Registration account. To do so, your computer **must** be attached to the government's Garden State Network. Upon opening the AGAI Course Registration System home page, you will see the Create Account link in the Login Box. Click on it and create your account, which will include you selecting a user name and password. Once you create your account, you can access the AGAI Course Registration System at <http://reg2.dcj.lps.state.nj.us/lpcreg/login.aspx?portalid=2> to register for future courses or to manage your account. Please retain your user name and password for your records.