



Contact Information:

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Instruction for Proceeding with the Basic Mediation Training Course

Please follow the steps to begin the course the Unlock Code 4255 and for Negotiations is 425555. The Material you will need to read or listen to, or watch are as follows:

1. Click on the Blue Tabs from 1-16, and number 20
 1. Instructions to Begin Basic Mediation Training
 2. Overview of ADR
 3. Basic Mediation Training Slide Overview
 4. Basic Mediation Training Section Two
 5. Steps For Mediation
 6. Barrier To Mediation
 7. How Do I know that You are Impartial
 8. Settlement Agreements Do's and Don'ts
 9. Basic Mediation Manual
 - 10.ADR Slides Presentation
 - 11.Negotiations (Password 425555)
 - 12.AI Overview of ChatGPT
 - 13.AAA Model Standards of Conduct for Mediators
 - 14.Agreement to Mediate form for Word Document (For your Use)
 - 15.Rules of Mediation (Word document for your use)
 - 16.Culture Base Negotiations
 - 17.For Law firms PDF forms to form in-house Mediation Center (not required for basic course)

18. For Law Firms to form in-house Mediation Center in Word Format
(Not required for basic course)
 19. Labor Settlement Agreement (Sample) Not Required reading.
 20. The Art of Writing a Settlement Agreement Required
2. Watch YouTube Videos (Make Sure You Stop them upon completion, YouTube runs sometimes inappropriate video ads we are not responsible for advertising)
 1. Introduction To Mediation
 2. Mock Mediation
 3. Opening Statement for Participants
 4. Breaking Impasses'
 5. Harvard Negotiations Principles
 6. Powerful Listening Audio Unit 1
 7. Powerful Listening Audio Unit 2
 8. Labor Disputes (Optional)
 9. Negotiation Techniques (Optional)
 10. Mediation Alternatives (Optional)

Additional Videos are for advance training and are optional should you wish to learn additional techniques.

Once you have completed the above steps you are ready for your examination.

1. Notify ADRMediator, by sending emails to the following:
 - a. adrsi@hotmail.com
 - b. admin@adrmediator.com

You have 24 hours, and the examination is open book, please take your time and re-read your answers. There are narrative sections on the examination for which you will be required to write the answer. Again, take your time and think through the questions.

Upon successful completion you will receive 4 copies of your Certificates (2) Digital, and (2) Originals along with a flash drive or download address with additional documentation to help you start your practice. For Texas Attorneys we will register your MCLE credits with the State Bar.