

Negotiation

Section 1

Instructor	Mark Tracy
Office/Building	3410
Office Hours	To be Determined

【Course Outline / Description】

The goal of this course is to offer students an understanding of the fundamental process of negotiation within a general context and then explore the concepts most relevant to effective cross-cultural negotiation. Consequently, the course will consist of lecture as well as practical exercises. The following syllabus may be amended during the course of the semester if, in my opinion, the class would benefit from such an amendment.

Section 2

【Course Objectives/Goals/Learning Outcomes】

By the end of the course students should be able to understand:

- The basic format, strategies and tactics of negotiations.
- The effect of cultural implications on negotiation.
- Tactics to maximize results at the negotiation table.
- Your own personal strengths and weaknesses in negotiation.

Section 3

【Class Schedule/Class Environment, Literature and Materials】

The actual syllabus will be distributed in class. The general outline will approximate this schedule of topics.

1. Introduction to class expectations and systems. Question and answer session.
2. Student information sheet. Distribute Syllabus. In class exercise.
3. Distribute the syllabus. Review exercise results.
4. The nature of negotiation.
5. What types of situations are suitable for negotiation.
6. Distributive bargaining.
7. Tactics for distributive bargaining and defenses.
8. Introduce the commons exercise.
9. Comprehensive review and assessment protocol.
10. Integrative negotiation.
11. In class exercise.
12. Tactics to maximize value in integrative negotiations.
13. Implementation and defenses against common tactics.
14. Comprehensive review and assessment protocol.
15. Perception and its effects on negotiation.
16. Cognitive biases and distortions
17. In class exercise.
18. Emotion and its effects on negotiations.

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19. Cognition and the perception-reality linkage.
20. Comprehensive review and assessment protocol.
21. Cross cultural negotiations.
22. In class exercise.
23. Examples of how different cultures view and perform negotiations.
24. Japanese practices in negotiation.
25. Recent examples of Japanese negotiations.
26. Review of commons exercise.
27. Dealing with difficult people and highlighting weaknesses
28. Best cross cultural practices.
29. Summary
30. Comprehensive review and assessment protocol.

【Textbooks/Reading Materials】

The text will be distributed in class. A detailed reading list is available upon request.

Section 4

【Learning Assessments/Grading Rubric】

Your grade is calculated as follows:

Test scores: 60%

Exercises: 20%

NBC: 20%

Section 5

【Additional Information】