

**Field of study:****Psychology****Subject: Art of negotiation**

Level of study: graduate studies

System of study: Full-time

Profile of studies: general academic

Subject: Art of negotiation

**Form of classes and the ECTS points**

|           | Number of hours | ECTS points | Credit           |
|-----------|-----------------|-------------|------------------|
| lectures  | 30              |             | exam             |
| exercises | 30              |             | credit with mark |
| Total     | 60              | 7           |                  |

**Aims of teaching**

- 1) Provide students with (theoretical and practical) knowledge of negotiations.
- 2) Explain how to become a more agile and effective negotiator.
- 3) Develop the ability to analyse the situation of parties involved in negotiations, deal effectively with manipulative negotiators, conduct negotiations.

## Intended learning outcomes

| KNOWLEDGE          |                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                         |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| SYMBOL             | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                              | REFERENCE TO THE PROFILE OUTCOME                                        |
| P_W1               | Students have a basic knowledge of the principles of negotiating in business, politics and private matters. They know: - how make the other side play fair, how to deal with manipulative negotiators , - how to prepare for negotiations, - negotiation strategies and tactics. They know negotiation tools, operational solutions facilitating the implementation of the set goals and the chosen negotiation strategies.                              | Ps_WG05_Mgr<br>Ps_WG06_Mgr<br>Ps_WG07_Mgr<br>Ps_WG10_Mgr                |
| SKILLS             |                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                         |
| SYMBOL             | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                              | REFERENCE TO THE PROFILE OUTCOME                                        |
| P_U1               | They are able to analyze the expectations and interests of negotiating parties, select right people for the negotiating team and increase their negotiating power. They are able to carry out the whole process of preparation for negotiations, use the information obtained in negotiations, use the most important negotiation tactics. They are able to assess the conflict situation, act in a way that facilitates conflict control and mediation. | Ps_UW01_Mgr<br>Ps_UW02_Mgr<br>Ps_UW08_Mgr<br>Ps_UW10_Mgr<br>Ps_UW11_Mgr |
| SOCIAL COMPETENCES |                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                         |
| SYMBOL             | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                              | REFERENCE TO THE PROFILE OUTCOME                                        |
| P_K1               | Students know individual biases in negotiation, strategies of influence and they are aware of the importance of negotiation techniques for conflict resolution and prevention as well as building long lasting interpersonal relationships.                                                                                                                                                                                                              | Ps_KK01_Mgr<br>Ps_KK02_Mgr                                              |

## Course content

| NUMBER | DESCRIPTION               | FORM OF CLASSES       | NUMBER OF HOURS  |
|--------|---------------------------|-----------------------|------------------|
| 1      | Approaches to negotiation | lectures<br>exercises | 2 / 4<br>2 / 4   |
| 2      | The persuasion process    | lectures<br>exercises | 6 / 12<br>6 / 12 |

| NUMBER | DESCRIPTION                                       | FORM OF CLASSES       | NUMBER OF HOURS  |
|--------|---------------------------------------------------|-----------------------|------------------|
| 3      | Strategies of influence                           | lectures<br>exercises | 4 / 8<br>4 / 8   |
| 4      | Dealing effectively with manipulative negotiators | lectures<br>exercises | 6 / 12<br>6 / 12 |
| 5      | Psychological factors in evaluating alternatives  | lectures<br>exercises | 4 / 8<br>4 / 8   |
| 6      | Perceptual errors in negotiation                  | lectures<br>exercises | 6 / 12<br>6 / 12 |
| 7      | Emotion in negotiation                            | lectures<br>exercises | 2 / 4<br>2 / 4   |

## Conditions of completion

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### LECTURES

| TYPE OF CREDIT                | CREDIT INFLUENCE (IN %) |
|-------------------------------|-------------------------|
| Exam (for the lecturers only) | 100                     |

### EXERCISES

| TYPE OF CREDIT      | CREDIT INFLUENCE (IN %) |
|---------------------|-------------------------|
| Presence in classes | 30                      |
| Class work          | 70                      |

## Teaching methods

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- lectures accompanied by an analysis of case studies
- exercises
- group work

## Reading (compulsory)

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- Roy J. Lewicki, David M. Saunders, Bruce Barry, John W. Minton. Essential of Negotiation 2001
- Roger Fisher, William Ury, Bruce Patton. Getting to YES 1991

## Reading (additional)

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- William Ury. Getting Past No. Negotiating Your Way from Confrontation to Cooperation 1993
- Max Bazerman, Margaret Neale. Negotiating Rationally 1994
- Gavin Kennedy. Everything is negotiable 2008
- Roger Dawson. Secrets of power negotiating for salespeople 1999

## Odniesienie efektów przedmiotowych do efektów kierunkowych, treści kształcenia, metod weryfikacji

| SYMBOL                    | REFERENCE OF A GIVEN OUTCOME TO THE PROFILE OUTCOME                     | REFERENCE OF A GIVEN OUTCOME TO THE COURSE CONTENT | REFERENCE OF A GIVEN OUTCOME TO THE VERIFICATION METHODS                                                          |
|---------------------------|-------------------------------------------------------------------------|----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|
| <b>KNOWLEDGE</b>          |                                                                         |                                                    |                                                                                                                   |
| P_W1                      | Ps_WG05_Mgr<br>Ps_WG06_Mgr<br>Ps_WG07_Mgr<br>Ps_WG10_Mgr                | 1<br>2<br>3<br>4<br>5<br>6<br>7                    | Active class participation<br>Exam<br>Active participation in classes in solving tasks, examples and case studies |
| SYMBOL                    | REFERENCE OF A GIVEN OUTCOME TO THE PROFILE OUTCOME                     | REFERENCE OF A GIVEN OUTCOME TO THE COURSE CONTENT | REFERENCE OF A GIVEN OUTCOME TO THE VERIFICATION METHODS                                                          |
| <b>SKILLS</b>             |                                                                         |                                                    |                                                                                                                   |
| P_U1                      | Ps_UW01_Mgr<br>Ps_UW02_Mgr<br>Ps_UW08_Mgr<br>Ps_UW10_Mgr<br>Ps_UW11_Mgr | 1<br>2<br>3<br>4<br>5<br>6<br>7                    | Active class participation<br>Exam<br>Active participation in classes in solving tasks, examples and case studies |
| SYMBOL                    | REFERENCE OF A GIVEN OUTCOME TO THE PROFILE OUTCOME                     | REFERENCE OF A GIVEN OUTCOME TO THE COURSE CONTENT | REFERENCE OF A GIVEN OUTCOME TO THE VERIFICATION METHODS                                                          |
| <b>SOCIAL COMPETENCES</b> |                                                                         |                                                    |                                                                                                                   |
| P_K1                      | Ps_KK01_Mgr<br>Ps_KK02_Mgr                                              | 1<br>2<br>3<br>4<br>5<br>6<br>7                    | Active class participation<br>Active participation in classes in solving tasks, examples and case studies<br>Exam |