



**Field of study:**

**Management**

**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.	Zarz_WG05_Mgr Zarz_WG06_Mgr Zarz_WG07_Mgr Zarz_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.	Zarz_UW01_Mgr Zarz_UW02_Mgr Zarz_UW08_Mgr Zarz_UW10_Mgr Zarz_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.	Zarz_KK01_Mgr Zarz_KK02_Mgr

## Course content

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

NUMBER	DESCRIPTION	FORM OF CLASSES	NUMBER OF HOURS
3	Strategies of influence	lectures exercises	4 / 8 4 / 8
4	Dealing effectively with manipulative negotiators	lectures exercises	6 / 12 6 / 12
5	Psychological factors in evaluating alternatives	lectures exercises	4 / 8 4 / 8
6	Perceptual errors in negotiation	lectures exercises	6 / 12 6 / 12
7	Emotion in negotiation	lectures exercises	2 / 4 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	Zarz_WG05_Mgr Zarz_WG06_Mgr Zarz_WG07_Mgr Zarz_WG10_Mgr	1 2 3 4 5 6 7	Active class participation Exam 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	Zarz_UW01_Mgr Zarz_UW02_Mgr Zarz_UW08_Mgr Zarz_UW10_Mgr Zarz_UW11_Mgr	1 2 3 4 5 6 7	Active class participation Exam 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	Zarz_KK01_Mgr Zarz_KK02_Mgr	1 2 3 4 5 6 7	Active class participation Active participation in classes in solving tasks, examples and case studies Exam