



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 | 8 | |

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

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

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

Reading (compulsory)

- 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)

- 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 |
|---------------------------|---|--|---|
| KNOWLEDGE | | | |
| 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 |
| SKILLS | | | |
| 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 |
| SOCIAL COMPETENCES | | | |
| 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 |