

<b>Syllabus</b>	
Course code	
Course name	Business Negotiations
Course version	1
<b>A. The location of the course in the study system</b>	
Level of education	2
Degree level	-
A form of study	Full-time
Field of study	Management Engineering
Profile of study	general academic
Specialization	-
Unit administrating course	Faculty of Management
Unit implementing course	Faculty of Management
Course coordinator	Jaksa Michael, PhD Eng.
<b>B. General characteristics of the course</b>	
Block	General
Group of courses	-
Level of the course	-
Course status	elective
Course language	English
Semester	-
Academic year	2018/19
Prerequisites	No prerequisites are necessary
The minimum number of students	from 25 students, up to the limit of seats in the room (exercise)
<b>C. Learning outcomes and teaching methods</b>	
Aim of the course	<p>Being able to conduct successful negotiation in different business situations. Negotiations happen every day—with co-workers, customers, competitors, etc.</p> <p>The course will expand students' understanding of negotiations in various business situations. Students will learn how to analyse the whole negotiation process using insights collected from negotiation models and theories, psychological research and decisionmaking. Students will be able to receive feedback on their performance. The course enable participants to identify what they did right and what they did wrong to improve their negotiation performance.</p>
Assessment methods	<p><b>B. Exercise:</b></p> <p><i>1. Formative assessment:</i></p> <p>1) attendance at classes – min. 50% presence is requested; 2) results of exercises/simulations done during exercises – evaluated is the merit of the exercise and/or the effects of simulated negotiations, student may receive point in a range 0-5 point; 3) an essay (final paper) – written in pairs, a student may receive 0-5 points.</p> <p><i>2. Summative assessment: xxx</i></p> <p>A student must collect at least 50%+ 1 points from all exercises, simulation and paper; write a final paper; be present at least on 50% classes.</p>
Learning outcomes	See Table 1

Form of classes and weekly dimension (number of hours per semester)	lecture 0 exercise 30 laboratories 0 projects 0
The course content	<b>B. Exercise:</b> 1. Introduction to negotiations – definitions etc. 2. Negotiations with focus on negotiations: business to business and business to client. 3. Basic negotiation principles. 4. Negotiations styles. 5. Negotiation strategies. 6. BATNA - why and how to prepare it? 7. Getting ready for negotiations: negotiation checklist as a way to ensure you are well-prepared 8. Cross-cultural negotiations.
Learning outcomes	See Table 1
Exam	N
Literature	<i>Obligatory:</i> 1. Roger Fisher, William Ury, Bruce Patton, 2012. <i>Getting to Yes: Negotiating Agreement Without Giving In</i> , miejsce wydania: Random House Business Books. 2. William Ury, 1992. <i>Getting Past No. Negotiating with Difficult People</i> , Cornerstone. 3. Roy J. Lewicki Bruce Barry, David M. Saunders, 2015. <i>Essentials of Negotiation</i> , McGraw-Hill Education. 4. Roy J. Lewicki, David M. Saunders, Bruce Barry, 2014. <i>Negotiation</i> , McGraw-Hill/Irwin. <i>Supplementary:</i> 5. Chester L. Karrass, 1994. <i>The Negotiating Game</i> , HarperBusiness. 6. Michael Watkins, 2002. <i>Breakthrough Business Negotiation: A Toolbox for Managers</i> , Jossey-Bass. 7. Herb Cohen, 1982. <i>You Can Negotiate Anything: The World's Best Negotiator Tells You How To Get What You Want</i> , Bantam.
Course website	<a href="http://www.olaf.wz.pw.edu.pl">www.olaf.wz.pw.edu.pl</a>
<b>D. The student workload</b>	
Number of ECTS credits	2 ECTS
Total hours of student work related to the learning outcomes achievement (description):	2 ECTS: 30h exercise + 10h paper +10h literature study +5h consultations + 5h preparing to the classes +10h case study and discussion
The number of ECTS credits for courses that require the direct participation of teachers	1 ECTS
ECTS credits delivered without teacher direct participation	1 ECTS
<b>E. Additional Information</b>	
Remarks	-
Date of last update	-

Table 1

<b>General academic profile</b>
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Subject effects		Reference to the 2st degree of PRK characteristics	Reference to the 1st degree of PRK characteristics
<b>Knowledge</b>			
Effect:	theories and general research methodology in the field of management, with particular emphasis on management systems and processes	I.P6S_WG	II.S.P6S_WG.1.o II.T. P6S_WG
Effect code:	I1_W01		
Verification:	Oral answer during exercises		
Effect:	human traits as a creator and participant of organizational culture	I.P6S_WK	II.S.P6S_WK
Effect code:	I1_W13		
Verification:	Oral answer during exercises		
<b>Abilities</b>			
Effect:	in identifying and formulating task specifications and solving them: select and use appropriate methods and supporting tools, and evaluate economic viability of implementing these solutions	I.P6S_UW	II.T.P6S_UW.2.o III.P6S_UW.2.o
Effect code:	I1_U13		
Verification:	verification of the exercise		
Effect:	take part in the debate - present and evaluate various opinions and positions and discuss about them	I.P6S_UK	II.T.P6S_UW.3.o III.P6S_UW.3.o
Effect code:	I1_U17		
Verification:	verification of the exercise		
<b>Social Competence</b>			
Effect:	recognition of the importance of knowledge in solving cognitive and practical problems	I.P6S_KK	-
Effect code:	I1_K02		
Verification:	evaluation of cooperation in the classroom and the manner of the task implementation team		
Effect:	thinking and acting in an entrepreneurial way	I.P6S_KO	-
Effect code:	I1_K04		
Verification:	evaluation of cooperation in the classroom and the manner of the task implementation team		