

Course Title	: Getting to yes through negotiation
Course Code	: CLC9010
Recommended Study Year	: Any
No. of Credits/Term	: 3
Mode of Tuition	: Sectional Approach
Class Contact Hours	: 3-hour lecture per week
Category	: Core Curriculum (Under “Management and Society” Cluster)
Discipline	: -
Prerequisite(s)	: Nil
Co-requisite(s)	: Nil
Exclusion(s)	: Nil
Exemption Requirement(s)	: Nil

Brief Course Description:

This course examines the wide variety of approaches to the analysis of and practice of negotiation and related issues. Students will learn frameworks for analyzing negotiation, and roles of specific factors, including: affect, culture, relationship, alternatives, time pressures, third parties (mediators), and power. This course explores negotiations in many contexts: simple personal transactions, public and private sector collective bargaining, resolving conflicting interests within an organization and across organizations. This course will also explore ethical issues in negotiation.

Aims:

Negotiation is the art and science of securing agreements between two or more interdependent parties. Whether one knows it or not, one has to negotiate every day. The course is designed to introduce students to the theory and practice of negotiation. It aims to equip students with the knowledge and skills to improve the outcomes of negotiations.

Learning Outcomes:

On completion of this course, students will be able to:

1. Explain the basic concepts and theories about negotiation.
2. Evaluate negotiation vis-à-vis alternatives to negotiation as a means of solving problems.
3. Explain the importance of tolerance, integrity and civility during the negotiation process.
4. Identify and assess the ethical issues in negotiation
5. Recognize the strategies of distributive and integrative bargaining, and the appropriate use of each approach
6. Apply chosen theories to negotiations in a variety of contexts
7. Evaluate their own personal negotiation skills

Indicative Contents:

Negotiation fundamentals

Nature of negotiation. Causes of and reasons for negotiation. Distributive bargaining. Integrative Negotiation. Negotiation strategy and planning.

Negotiation subprocesses

Perception, cognition, and emotion related to the process of negotiation. Managing misperceptions and cognitive biases in negotiation. Communication before, during and after negotiation. Negotiation power. Cooperative approaches to negotiation. Negotiation etiquette. Ethics in negotiation.

Negotiation contexts

Negotiation between parties with a prior relationship and between parties with no prior relationship. Implications for negotiation of prior relationships such as family members and supervisors and subordinates. Maintaining good relationships while negotiating. Parties in a negotiation. Agents and coalitions. Multiparty negotiations. Negotiation across cultures.

Individual differences and resolving differences

Gender and negotiation. Ethical concerns. Personality issues. Abilities of negotiators. Managing negotiation impasses. Managing difficult negotiators and stressful negotiation situations. Third-party interventions.

Teaching Method/Class Activities

Presentations will be used to introduce students to relevant theories, concepts, and techniques. Cases, group discussions and experiential-in-class exercises address issues related to negotiation. Students will be provided opportunities to practice and improve their negotiation skills in class.

Measurement of Learning Outcomes:

1. Group project requires students to develop a negotiation exercise and prepare relevant teaching notes. In the process, students have to understand important analytical lessons about particular dynamics of negotiation, different negotiation tactics and strategies and the appropriate use of them by each party to a negotiation. [Especially for learning outcomes 1 to 6].
2. In-class negotiation exercises require students to better understand how to analyze negotiations, develop negotiation strategies and improve negotiation skills through practices. [Especially for learning outcomes 2, 4, 5, 6, 7].
3. Additionally, article review and report on a negotiation will help assess students' comprehension of the substantive theoretical knowledge about negotiation. [Especially for learning outcomes 1, 3, 4, 5, 6, 7].

Assessment:

Class Attendance and Participation (10%)

Article Review and Presentation (15%)

Students have to identify and review an article relevant to negotiation. They have to write a one-page review of the article and present it to the class.

Report on a negotiation (15%)

Students have to find a real life negotiation from any source. Then, they have to describe and do a substantive analysis on the negotiation in three to four pages.

Graded in-class negotiations (30%)

There will be three negotiations that are conducted during class time; each negotiation carries 10%. Information about the negotiation will be given to students before class and students are expected to come to class ready to negotiate. Negotiation processes will be videotaped for feedback discussion and assessment of both individual and team performances.

Group project (30%)

Each group will have to create a negotiation exercise and prepare relevant teaching notes. The teaching note should identify key learning objectives, debriefing questions, confidential instructions and roles for each party, and instructions for running the exercise.

Required/Essential Reading:

Lewicki, R.J., Barry, B., & Saunders, D.M. *Essentials of Negotiation*, 6th edition, McGraw-Hill, 2016.

Recommended/Supplementary Readings:

Fisher, R., Ury, W & Patton, B. *Getting to Yes*, 2nd edition. Boston, MA: Houghton Mifflin, 1991.

Kolb, D.M. & Williams, J. *Everyday Negotiation: Navigating the Hidden Agendas in Bargaining*, Jossey Bass, 2003.

Mnookin, R.H., Peppet, S.R. & Tulumello, A.S. *Beyond Winning: Negotiating to Create Value in Deals and Disputes*, Harvard University Press, 2000.

Thompson, L. *The Mind and Heart of the Negotiator*, 3rd edition. Upper Saddle River, NJ: Prentice-Hall, 2005.

Important Notes:

- (1) Students are expected to spend a total of 9 hours (i.e. 3 hours of class contact and 6 hours of personal study) per week to achieve the course learning outcomes.
- (2) Students shall be aware of the University regulations about dishonest practice in course work, tests and examinations, and the possible consequences as stipulated in the Regulations Governing University Examinations. In particular, plagiarism, being a kind of dishonest practice, is “the presentation of another person’s work without proper acknowledgement of the source, including exact phrases, or summarised ideas, or even footnotes/citations, whether protected by copyright or not, as the student’s own work”. Students are required to strictly follow university regulations governing academic integrity and honesty.
- (3) Students are required to submit writing assignment(s) using Turnitin.
- (4) To enhance students’ understanding of plagiarism, a mini-course “Online Tutorial on Plagiarism Awareness” is available on <https://pla.ln.edu.hk/>.