

Negotiations and Communication

1. MODULE SUMMARY

Aims and Summary

The aim of the course is to provide the students with knowledge concerning interpersonal communication, its characteristics and rules. On basis of such theoretical framework, students shall be able to understand and analyse the process of interpersonal communication in everyday life.

Furthermore, basic knowledge of negotiations (types, ways of conducting, various factors influencing success of that process) and a set of negotiation tools will be presented. It is worth mentioning that emphasis will be put on the contextual, not universal, employment of particular negotiation approaches and strategies.

Module Size and credits

ECTS points	10
Total student study hours	250
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2022/2023

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final exam, 50%

Coursework, 50%, composed of a final project (group work)

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Reassessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

None

Course stages for which this module is an elective

BA in Business Economics, Year 2

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module a student should be able to:

1. Debate social dependence and contextuality of communication situations.
2. Appraise which context (environment) is most preferable for particular negotiation situations.
3. Appraise which negotiation tool is most effective in particular situations.
4. Analyse negotiation situations and understand interaction processes.
5. Examine various negotiation techniques in a multicultural context.

Indicative Content

1. Communication
2. Introduction to interpersonal communication: sign, symbol, signal etc. – the most important concepts of semiotics.
3. Verbal and nonverbal communication.
4. Discourse analysis.
5. Negotiations - introduction
6. Job interview as an example of strategic negotiation.
7. Negotiation as a particular kind of strategic communication. Types of negotiations.
8. Business negotiations as particular type of negotiations.
9. Negotiations in the multicultural environment.
10. Negotiations – stages and preparation.

11.Negotiations - strategy and performance.

12.Negotiations analysis.

Teaching and Learning

This module will be taught by means of lectures, seminars and self-directed study. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	30 hours	(12%)
Self-guided	205 hours	(82%)
Seminar	15 hours	(6%)
Workshop	0 hours	(0%)
Total	250 hours	

Method of Assessment (normally assessed as follows)

Final exam, 50% will assess learning outcomes 1-5

Coursework, 50%, final group project report (analysis of negotiation simulation) (around 2500 words) will assess learning outcomes 1-4

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

30.01.2017

3. MODULE RESOURCES

Essential Reading

Spangle, M.L., & Myra, W.I., 2003, *Negotiation: Communication for Diverse Settings*, California: Sage Publications.

Fells, Ray., 2012, *Negotiation than Effective negotiation: from research to results. 2nd edition*, Cambridge: Cambridge University Press.

Recommended Reading

Fells, R., 2016, *Effective negotiation: from research to results*. 3rd ed. Port Melbourne: Cambridge University Press

McCreary, Don R., 1986, *Japanese-U.S. Business Negotiations: A Cross-Cultural Study*, California: Praeger Publishers. 'There is a very useful full transcript of intercultural negotiation in the book (not a common feature in other books) and therefore we are using in one class concerning intercultural negotiations issues'

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Dr. Jarosław Jura

E-mail juraja@o2.pl

Length and month of examination

120 minutes in June

Expected teaching timetable slots

No timetable information available

Subject Quality and Approval information

Board of Study Faculty Collaborative Provision Committee

Subject Assessment Board Faculty Council, Faculty of Economics and Management

Shortened title

Date of approval by FCPC 13 Feb 2017