

UNT | DALLASTM

UNIVERSITY OF NORTH TEXAS AT DALLAS

HSML 4363.0071 | Negotiation & Dispute Resolution | 3 credit hours

Fall 2024 | 8W1

Department of:	Counseling & Human Services	School of:	Human Services
Instructor Name:	Rhonda Wilkinson-Jaynes		
Office Location:	Remote		
Office Phone:	(682) 422-4133 (Cell)		
Email Address:	Rhonda.WilkinsonJaynes@untdallas.edu		
Office Hours:	Phone: Tuesday & Thursday – 6:30-9:00 pm Friday: 6:00-7:00 pm (by appointment) Please contact me if you prefer a Zoom session.		
Classroom Location:	Online		
Class Meeting Days & Times:	August 26, 2024- October 19, 2024		
Course Catalog Description	Introduces the fundamentals of non-litigation strategies for a variety of business, professional and personal settings. Learning and skills are developed through lectures, role playing, out-of-class assignments, case studies and negotiation simulations. Required for interdisciplinary minor in alternative dispute resolution.		
Prerequisites:	HSML 4360		
Required Text	<ul style="list-style-type: none"> Roger Fisher, William Ury, and Bruce Patton, <i>Getting to Yes: Negotiating Agreement Without Giving In</i>. 3rd ed., New York: Penguin Books, 2011. 		
Access to Learning Resources	<ul style="list-style-type: none"> UNT Dallas Library Phone: (972) 780-1616 UNT Library Webpage email: library@untdallas.edu 	<ul style="list-style-type: none"> UNT Dallas Bookstore phone: (972) 780-3652 UNT Bookstore Webpage e-mail: untdallas@bkstr.com 	
Supported Browsers: Chrome Firefox Flash 28, 29 (for audio/video) Internet Explorer 11 Safari 10, 11 Supported Devices: iPhone Android Chromebook (Tablet users can use the Canvas app)		Getting Help with Canvas: Canvas 24 /7 Phone Support for Students: 1-833-668-8634 Canvas Help Resources: web: https://community.canvaslms.com/docs/DOC-10701 For additional assistance, contact Distance Learning: DAL1, Ste 150 email: distancelearning@untdallas.edu <i>If you are working with Canvas 24/7 Support to resolve a technical issue, make sure to keep me updated on the troubleshooting progress.</i> If you have a course-related issue (course content, assignment troubles, quiz difficulties) please contact me during office hours or by email.	

Course Overview: T This course aims to equip students with practical negotiation skills, grounded in theory, that can be applied ethically and effectively in real-world conflict and negotiation scenarios.

Learning Objectives/Outcomes: At the end of this course, students will be able to:

1	Identify the role conflict plays in negotiation and identify their conflict style in various circumstances
2	Negotiate low-to medium complex distributive type negotiation using key distributive negotiation elements & tactics
3	Differentiate and extrapolate substantive and relational elements of a negotiation
4	Explain key principled negotiation concepts
5	Identify “deceptive” negotiation tactics
6	Apply ethical negotiation tactics in an online negotiation setting
7	Identify ways to build trust before, during, and after a negotiation

Online Course Outline

Schedule	Topic	Assignments Activities	Due Date	Points
Module One: Negotiation Fundamentals				
Week 1: 8/26 – 9/1	Handling Conflict	Questionnaire: Conflict Style	Sun 9/1	50
		Discussion Board: Introduction Conflict Style		50
Week 2 9/2 – 9/8	Distributive Bargaining	Case Analysis: Distributive Bargaining	Thu 9/5	100
	Distributive Bargaining	Case Negotiation Exercise: Recorded negotiation	Sun 9/8	100
	Getting to Yes Intro & Ch. 1	Discussion Board: Negotiation Exercise	Sun 9/8	50
Module Two: Principled Negotiation Methods				
Week 3 9/9 – 9/15	Separate the People from Problem	Assessment: Exam 1 Weeks 1 -3	Thu 9/12	100
Week 4 9/16 – 9/22	Focus on Interests, Not Positions	Case Analysis: Principled Negotiation Analysis	Thu 9/19	100
	Principled Negotiation	Case Negotiation Exercise: Recorded negotiation	Sun 9/22	100
	Inventing Options for Mutual Gain	Discussion Board: Principled Negotiation	Sun 9/22	50
Week 5 9/23 – 9/29	Objective Criteria	Assessment: Exam 2 Weeks 4-5	Thu 9/26	100
	Developing Your BATNA	Discussion Board: Principled Negotiation External	Sun 9/29	50
Module Three: Negotiation Obstacles & Ethics				
Week 6 9/30– 10/6	Negotiation Jujitsu	Assessment: Exam 3 Weeks 5 - 6	Sun 10/6	100
Week 7 10/7– 10/13	Negotiation Trust & Ethics	Case Analysis: Preparation Questions	Sun 10/13	100
		Case Negotiation Exercise: Recorded Negotiation	Sun 10/13	100
		Discussion Board: Negotiation Outcome	Tue 10/15	50
Week 8 10/14– 10/19	Negotiation: Putting It All Together Final	Final (Comprehensive)	Sat 10/19	200

Note: This schedule may change. Any updates will be communicated via class email or Canvas. Additional readings or activities may be added and noted in the relevant sections.

Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

ASSIGNMENT EXPECTATIONS: All students are expected to turn in **their own work**—on time.

- **Negotiation Exercise**

The negotiation exercise is designed to develop your negotiation skills and allow you to experiment with different approaches. It consists of three components:

1. **Case Analysis (Preparation Questions)**

- You will receive a negotiation case and a set of preparation questions focused on key negotiation terms and concepts. These questions are meant to help you prepare for your assigned role in the negotiation.
- Submit your answers on Canvas by the day of the negotiation.

2. **Negotiation (Pair or Group | Feedback)**

- Participate in a simulated negotiation with one or more classmates, lasting at least 45 minutes. This negotiation can be conducted outside of class.
- Apply the negotiation concepts and tactics you've learned and submit a recording of the session on Canvas.

3. **Post-Negotiation Analysis | Discussion Board**

- Reflect on your negotiation experience by completing a post-negotiation analysis. This involves translating your experience into practical insights.
- Engage in a discussion board where you will share your reflections and receive feedback from your negotiation partner. Detailed guidelines and questions will be provided on Canvas.

Important Ground Rules:

- **Confidentiality:** The background information you receive is meant to represent real preferences and knowledge. Do not share your written materials with others, as this information is usually confidential in real negotiations.
- **No Fabrication:** Stick to the facts provided in the exercise. While it may be common to invent facts in real negotiations, such claims can typically be investigated. In this class, however, it's not possible to verify made-up facts, so adhere strictly to the given information.

- **Discussion Boards**

The discussion boards are a critical part of this course, allowing you to reflect on both your case analysis and real-world negotiations. These assignments are designed to document your intentional efforts to apply and practice negotiation skills outside of class. For each discussion board, you will:

- **Conduct a Real-World Negotiation:** Engage in a negotiation between classes. This must be your own negotiation, not someone else's.
- **Apply Course Concepts:** Identify and discuss the relevant negotiation principles, tools, techniques, and strategies you used.
- **Reflect on the Process:** Analyze the negotiation, focusing on aspects like preparation, strategy, assumptions, and outcomes. Consider questions such as: Was your preparation adequate? Were your strategies effective? What mistakes were made?
- **Evaluate and Learn:** Provide insights into what you learned about yourself and others through the negotiation process. The goal is to help you apply negotiation theory to real-life situations, analyze the results, and refine your approach for future negotiations.

- **Assessments / Final Exam**

There will be three exams and a comprehensive final exam in this course.

- **Class Participation = 100 points**

This is a remote class. We will use the Canvas Learning Management System for all class activities.

The University attendance policy is in effect for this course. Class attendance in the Canvas classroom and participation is expected because the class is designed as a shared learning experience, and because essential information not in the textbook will be discussed in the discussion board. Online presence and participation in all class discussions is essential to the integration of course material and your ability to demonstrate proficiency.

- Attendance for this online or hybrid course is considered when you are logged in and active in Canvas, i.e., posting assignments, taking quizzes, or completing Discussion Boards. To maintain financial aid award eligibility, activity must occur before the census date of the session or term of the course.
- If you are absent/not active in the course shell, it is YOUR responsibility to let the instructor know immediately, upon your return, the reason for your absence if it is to be excused. All instructors must follow university policy 7.005 covering excused absences; however, it is the instructor's discretion, as outlined in the course syllabus, of how unexcused absences may or may not count against successful completion of the course.
- The format of this class requires active and consistent participation. You will be graded on the level of your participation and on your contributions to class discussions. I look for quality (not quantity) contributions and insights that (1) offer unique, but relevant perspectives, (2) contribute to moving discussions forward, (3) demonstrate reflective thinking.

Make-up work will NOT be provided for students who miss class/assignment deadline without at least 48-hour notice. However, if a student has reason to believe he/she will miss class over an extended period, thus prohibiting him/her from timely completing all assignments, the student is obligated to inform the instructor immediately to discuss options.

GRADING MATRIX

Grade Determination: *Note: Class participation points may be added to this total grade. If this change occurs, students will be notified promptly, and the syllabus updated.*

- **A** = 1350 - 1500 points (90% or better)
- **B** = 1200 - 1349 points (80% - 89%)
- **C** = 1050 - 1199 points (70% - 79%)
- **D** = 900 - 1049 points (60% - 69%)
- **F** = Below 900 points (less than 60%)

- **Late Work Policy:**

I expect students to complete assignments on time. Timely submission of assignments is crucial for your success in this course. Assignments are expected to be submitted by the stated deadlines. Late work will be accepted up to one week past the due date but will incur a penalty of 10% per day late. After one week, late work will not be accepted, and a grade of zero will be assigned.

Extensions: Extensions may be granted on a case-by-case basis for documented emergencies or unforeseen circumstances. Requests for extensions must be made in advance of the deadline.

University Policies and Procedures

Students with Disabilities (ADA Compliance):

Chapter 7(7.004) Disability Accommodations for Students:

The University of North Texas at Dallas makes reasonable academic accommodation for students with disabilities. Students seeking accommodations must first register with the Disability Services Office (DSO) to verify their eligibility. If a disability is verified, the DSO will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, DSO notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet/communicate with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the [Disability Services Office website](#). You may also contact them by phone at 972-338-1777; by email at UNTDDisability@untdallas.edu or in the Student Center Building, 1st floor.

Canvas Instructure Accessibility Statement:

University of North Texas at Dallas is committed to ensuring its online and hybrid courses are usable by all students and faculty including those with disabilities. If you encounter any difficulties with technologies, please contact our ITSS Department. To better assist them, you would want to have the operating system, web browser and information on any assistive technology being used. [Canvas Instructure Course Management System's Accessibility Statement](#) is also provided.

NOTE: Additional instructional technology tools, such as Turnitin, Respondus, Panopto, and publisher cartridge content (i.e. MyLab, Pearson, etc.) may NOT be fully ADA compliant. Please contact our Disability Office should you require additional assistance utilizing any of these tools.

Course Evaluation Policy:

Student's evaluations of teaching effectiveness is a requirement for all organized classes at UNT Dallas. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider students' evaluations to be an important part of your participation in this class.

Assignment Policy: (According to the instructor's discretion while working in concert with the division/program's guidelines).

Exam Policy: (Online exams and the ability to retake is solely at the instructor's discretion). **NOTE:** Online exams may be proctored on campus per instructor's discretion.

Academic Integrity:

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures in the [Student Code of Academic Integrity](#) Code 7.002 for complete provisions of this code.

Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabrication of information or citations, facilitating acts of dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students.

Web-based Plagiarism Detection: Please be aware in some online or hybrid courses, students may be required to

submit written assignments to Turnitin, a web-based plagiarism detection service, or another method. If submitting to Turnitin, please remove your title page and other personal information.

Classroom Policies

Online Attendance and Participation:

The University attendance policy is in effect for this course. Class attendance in the Canvas classroom and participation is expected because the class is designed as a shared learning experience, and because essential information not in the textbook will be discussed in the discussion board. Online presence and participation in all class discussions is essential to the integration of course material and your ability to demonstrate proficiency.

Attendance for this online or hybrid course is considered when you are logged in and active in Canvas, i.e., posting assignments, taking quizzes, or completing Discussion Boards. To maintain financial aid award eligibility, activity must occur before the census date of the session or term of the course. Refer to [Registrar's Office](#) for specific dates. If you are absent/not active in the course shell, it is YOUR responsibility to let the instructor know immediately, upon your return, the reason for your absence if it is to be excused. All instructors must follow university policy 7.005 covering excused absences; however, it is the instructor's discretion, as outlined in the course syllabus, of how unexcused absences may or may not count against successful completion of the course.

Inclement Weather and Online Classes: Online classes may or may not be effected by campus closures due to inclement weather. Unless otherwise notified by your instructor via e-mail, online messaging, or online announcement, students should assume that assignments are due as scheduled.

Online "Netiquette":

In any social interaction, certain rules of etiquette are expected and contribute to more enjoyable and productive communication. Emails, discussion board forum threads and/or any other forms of written communication in the online environment should use proper "netiquette" (i.e., no writing in all caps (usually denotes yelling), no curse words, and no "flaming" messages (angry, personal attacks).

Racial, ethnic, or gender slurs will not be tolerated, nor will pornography of any kind.

Any violation of online netiquette may result in a loss of points or removal from the course and referral to the Dean of Students, including warnings and other sanctions in accordance with the University's policies and procedures. Refer to the [Student Code of Student Rights Responsibilities and Conduct](#) Code 7.001. Respect is a given principle in all online communication. Therefore, please be sure to proofread all of your written communication prior to submission.

Diversity/Tolerance Policy:

Students are encouraged to contribute their perspectives and insights to class discussions in the online environment. However, offensive & inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Dean of Students as the instructor deems appropriate.

Technology Assistance: In order to successfully access the materials in an online or hybrid course, UNT Dallas advises that your computer be equipped with the minimum system requirements listed on the first page of the syllabus.

If you experience difficulty accessing or using components of the course, try using Google Chrome browser. If you still experience technical difficulties, first, notify your instructor. If the problem is still not resolved, call Canvas 24/7 Help Desk at the phone number listed on the first page of the syllabus. Also, no matter what browser you use, always enable pop-ups. For more information see [Canvas Student Guide](#).

HSML 4363.0071 Negotiation & Conflict Resolution

(Online) Fall 2024 Weekly Schedule

Module 1: Negotiation Fundamentals | August 26 – September 8

There are three topics covered in Module 1: Negotiation Fundamentals:

- **Topic 1:** Handling Conflict
- **Topic 2:** Distributive Bargaining
- **Topic 3:** Negotiation Position

Week 1: August 26 – Sep 1 | Handling Conflict | Assignments, Reading, Videos, Lecture Notes

Overview	Students will be able to identify different types of conflict, recognize common conflict resolution strategies, and identify their own conflict style.	
Due:	Assignments: Due Sunday, September 1, 11:30 p.m. (Labor Day weekend) <ul style="list-style-type: none"> • Questionnaire: Conflict Style • Discussion Board 1: Introduction Conflict 	
Week 1 Assignments:	<ul style="list-style-type: none"> • Complete Week 1 required readings, videos, and assignments • Begin working on Week 2 assignments <ul style="list-style-type: none"> ○ Case Analysis: Distributive Bargaining Car Buying Scenario ○ Discussion Board 2: Distributive Bargaining 	
Readings: (Approx. 1-1.5 hours)	Required Reading: <ul style="list-style-type: none"> • Class Syllabus • Handling Conflict (Online) 	
Videos: (Approx. 30 minutes)	Negotiation & Conflict in Movies <ul style="list-style-type: none"> • Negotiating with Jack Donaghy • Just Go With It • Air • Crimson Tide <p>* I do not own these videos. Some videos may contain strong language.</p> Required Videos: <ul style="list-style-type: none"> • Ask the Author Videos Approx. 4 minutes • Conflict Resolution Approx. 3 minutes • What Happens When We Are Reacting or Escalating Conflict? Approx. 5 minutes 	
Lecture Notes PowerPoint:	<ul style="list-style-type: none"> • Week 1 PowerPoint (Optional) <ul style="list-style-type: none"> ○ Course Overview Review class syllabus Expectations Canvas Class Format ○ Handling Conflict 	

Week 2: September 2 – September 8 | Distributive Bargaining | Assignments, Reading, Videos, Lecture Notes

Overview	Students will learn the fundamentals of distributive negotiation, key elements of a distributive negotiation and identify distributive negotiation situations.	
Due:	Assignments: Due Thursday, September 5, 11:30 pm <ul style="list-style-type: none"> • Case Analysis: Distributive Bargaining Exercise Car Buying Scenario Assignments: Due Sunday, September 8, 11:30 pm <ul style="list-style-type: none"> • Case Negotiation Exercise: Recorded negotiation • Discussion Board 2: Distributive Bargaining Paired Negotiation 	

Week 2 Assignments:	<ul style="list-style-type: none">Complete Week 2 required readings, videos, and assignments.Begin working on Week 3 assignments.<ul style="list-style-type: none">Assessment: Exam 1		
Readings: <ul style="list-style-type: none">(Approx. 2.5 – 3 hours)	Required Reading: <ul style="list-style-type: none">Strategies and Tactics of Distributive BargainingGetting to Yes: IntroductionGetting to Yes: Ch. 1: Don't Bargain Over PositionsGetting to Yes: Ten Questions People Ask – Question 1		
Videos:	Required Videos: <ul style="list-style-type: none">Distributive BargainingCar BuyingNegotiate a car Optional Videos: <ul style="list-style-type: none">Negotiate credit card APRCapitalOne NegotiationLower my rate	<ul style="list-style-type: none">Approx. 50 minutesApprox. 13 minutesApprox. 21 minutes	
Lecture Notes PowerPoint:	<ul style="list-style-type: none">Week 2 PowerPoint (Optional)<ul style="list-style-type: none">Distributive Bargaining Getting to Yes: Negotiation Positions		
Module 2: Principled Negotiation Methods September 9 – September 29			
There are five topics covered in Module 2: Principled Negotiation Methods			
<ul style="list-style-type: none">Topic 1: Separating People from the ProblemTopic 2: Negotiation InterestsTopic 3: Options for Mutual GainTopic 4: Objective CriteriaTopic 5: BATNA			
Week 3: September 9 - 15 Separate People from Problems Assignments, Reading, Videos, Lecture Notes			
Week 3 Overview	Students will be able to identify relevant negotiation parties in a negotiation and describe strategies to separate people from the problem.		
Due:	Assignments: Due Thursday, September 12 by 11:30 pm <ul style="list-style-type: none">Assessment: Exam 1 Week 1-3		
Week 3 Assignments:	<ul style="list-style-type: none">Complete Week 3 required readings, videos, and assignmentsBegin working on Week 4 assignments.<ul style="list-style-type: none">Case Analysis: Principled Negotiation AnalysisCase Negotiation Exercise: Recorded NegotiationDiscussion Board: Principled Negotiation		
Readings: (Approx. 3 – 3.5 hours)	Required Reading <ul style="list-style-type: none">Supplemental Reading: Ch. 4 – Getting All the Parties RightGetting to Yes: Ch. 2: Separate the People from the ProblemGetting to Yes: Ten Questions People Ask – Questions 4, 6		
Videos:	Required Videos: Approx. 45 minutes <ul style="list-style-type: none">Orange ExampleGetting to Yes: Part 2 (Start at 11:45/Segment 4)	Approx. 8 minutes	Approx. 25 minutes
	Optional Videos: (Approx. 45 minutes) <ul style="list-style-type: none">Emotional Intelligence: How Good Leaders Become Great (35 minutes)	Approx. 35 minutes	

(Approx. 1.5 hours)	<ul style="list-style-type: none">• Dr. Daniel Shapiro: How do you handle emotions in negotiation?• Daniel Goldman Introduces Emotional Intelligence	Approx. 4 minutes
PowerPoint		Approx. 6 minutes
Lecture Notes:	<ul style="list-style-type: none">• Principled Negotiation: Issues, Position, Interests, and Options (Optional)	
Week 4: September 16 - 22 Interests and Options Assignments, Reading, Videos, Lecture Notes		
Week 4 Overview	At the end of this module, students will be able to identify negotiation interests and options.	
Due:	Assignments: Due Thursday, September 19 by 11:30 pm <ul style="list-style-type: none">• Worksheet: Principled Negotiation Analysis Assignments: Due Sunday, September 22 by 11:30 pm <ul style="list-style-type: none">• Case Negotiation Exercise: Recorded Negotiation• Discussion Board 3: Principled Negotiation	
Week 4 Assignments:	<ul style="list-style-type: none">• Complete Week 4 required readings, videos, and assignments.• Begin working on Week 5 assignments.<ul style="list-style-type: none">○ Assessment: Exam 2 Week 4-5○ Discussion Board: Principled Negotiation External Negotiation	
Readings: (Approx. 3 – 3.5 hours)	Required Reading <ul style="list-style-type: none">• Getting to Yes: Ch.3: Focus on Interests, Not Positions• Getting to Yes: Ch. 4 - Invent Options for Mutual Gain• Getting to Yes: Ten Questions People Ask – Questions 6, 8	
Videos: (Approx. 2.5 hours)	Required Videos: Approx. 1 hour 45 minutes <ul style="list-style-type: none">• Interests Behind Negotiating Positions• Interests and Positions in Negotiation - Noam Ebner• Getting to Yes: Part 1	Approx. 3 minutes Approx. 15 minutes Approx. 25 minutes
PowerPoint		
Lecture Notes:	<ul style="list-style-type: none">• Principled Negotiation: Issues, Position, Interests, and Options (Optional)	
Week 5: September 23 - 29 Objective Criteria, Alternatives, & BATNA		
Week 5 Overview	At the end of this module, students will learn how to create objective criteria, and identify alternatives and BATNA.	
Due:	Assignments: Due Thursday, September 26 by 11:30 pm <ul style="list-style-type: none">• Assessment: Exam 2 Weeks 4-5 Assignments: Due Sunday, September 29 by 11:30 pm <ul style="list-style-type: none">• Discussion Board 4: What Did You Negotiate - Principled Negotiation	
Week 5 Assignments:	<ul style="list-style-type: none">• Complete required Week 5 readings, videos, and assignments.• Begin working on Week 6 assignments.<ul style="list-style-type: none">○ Assessment: Exam 3 Weeks 5 -6	
Video: ▪ (Approx. 2 hours)	<ul style="list-style-type: none">• Getting to Yes: Part 2• Getting to Yes: Part 3• Objective Criteria• BATNA• William Ury: The Art of Negotiation	<ul style="list-style-type: none">• Approx. 25 minutes• Approx. 25 minutes• Approx. 8 minutes• Approx. 6 minutes• Approx. 1 hour 30 minutes

Readings: ▪ (Approx. 2.5-3.5 hours)	Required Reading <ul style="list-style-type: none">• Getting to Yes: Ch. 5: Insist on Using Objective Criteria• Getting to Yes: Ch. 6: What if They Are More Powerful? Developing Your BATNA• Getting to Yes: Ten Questions People Ask – Questions 2, 3, 8, 10 Supplemental Reading <ul style="list-style-type: none">• Dealing with an Irrational Negotiator	
PowerPoint Lecture Notes:	<ul style="list-style-type: none">• Principled Negotiation: Objective Criteria, Alternatives, BATNA (Optional)	
Module 3: Negotiation Obstacles, Ethics & Trust September 30 – October 19		
There are four topics covered in Module 3: Principled Negotiation Methods		
<ul style="list-style-type: none">• Topic 1: Negotiation Jujitsu• Topic 2: Techniques to Overcome Hard Bargainers• Topic 3: Ethics & Trust• Topic 4: Putting it All Together		
Week 6: September 30 – October 6 Negotiation Jujitsu & Tricks Assignments, Reading, Videos, Lecture Notes		
Week 6: Overview	After completing this module, students will: apply ethical negotiation tactics in negotiations, and identify tactics to protect oneself from deceptive and unethical negotiators.	
Due:	Assignments: Due by Sunday, October 6 by 11:30 pm <ul style="list-style-type: none">• Assessment: Exam 3	
Week 6 Assignments:	<ul style="list-style-type: none">• Complete Week 6 required readings and videos.• Begin working on Week 7 assignments.<ul style="list-style-type: none">○ Negotiation Exercise (Preparation Documents, Negotiation)○ Discussion Board 5: Negotiation Outcome	
Readings: ▪ (Approx. 2-3 hours)	Getting to Yes <ul style="list-style-type: none">• Ch. 7: What If They Won't Play• Ch. 8: What if They Use Dirty Tricks?• Ten Questions People Ask – Questions 7, 9• Are You Ready to Negotiate?	
Videos: (Approx. 15 minutes)	<ul style="list-style-type: none">• William Ury: How to Effectively Persuade & Cajole	Approx. 2 minutes
	<ul style="list-style-type: none">• How to Negotiate Out of a Stalemate	Approx. 10 minutes
	Optional Videos: (Approx. 1.5 hours) <ul style="list-style-type: none">• Dan Shapiro: "Negotiating the Nonnegotiable" Talks at Google• William Ury: Dealing With Difficult Tactics in Negotiation	Approx. 55 minutes
PowerPoint Lecture Notes:	▪ Principled Negotiation: Negotiation Jujitsu (Optional)	
Week 7: October 2 - 8 Negotiation Obstacles, Challenges, & Ethics		
Week 7: Overview	After completing this module, students will: apply ethical negotiation tactics in negotiations, identify ways to build trust before, during and after a negotiation.	
Due:	Assignments: Due by Sunday, October 13 by 11:30 pm <ul style="list-style-type: none">• Case Analysis: Negotiation Preparation Questions• Case Negotiation Exercise: Recorded Negotiation Assignments: Due by Tuesday, October 15 by 11:30 pm <ul style="list-style-type: none">• Discussion Board 5: Negotiation Outcome & Evaluation	

Week 7 Assignments:	<ul style="list-style-type: none"> • Complete required Week 7 readings, videos, and assignments. • Begin working on Week 8 assignments. <ul style="list-style-type: none"> ○ Comprehensive Final 	
Readings: (Approx. 2-3 hours)	Required Readings: <ul style="list-style-type: none"> • Trump: The Art of the Deal Book Summary • Trump Style Negotiation Book Summary 	
	Supplemental Readings: <ul style="list-style-type: none"> • Top 10 Negotiation Skills You Must Learn to Succeed • Negotiating Skills for Trust Building at the Negotiation Table • Ethics and Negotiation: 5 Principles of Negotiation to Boost Your Bargaining Skills in Business Situations 	
Video: • (Approx. 1.5 hours)	Required Videos: <ul style="list-style-type: none"> • Conducting Effective Negotiations 	Approx. 1 hr. 10 minutes
	<ul style="list-style-type: none"> • William Ury: Dealing With Difficult Tactics in Negotiation 	Approx. 2 minutes
	<ul style="list-style-type: none"> • One of the Greatest Powers in Negotiation: Not to React 	Approx. 3 minutes
Week 8: October 9 - 14 Putting It All Together & Final		
Week 8 Overview	Students will engage in a comprehensive final to test knowledge of key negotiation concepts and terms, and their ability to identify and apply those terms and concepts to a negotiation scenario.	
Due:	Assignments: Due Saturday, October 19 by 11:30 pm <ul style="list-style-type: none"> • Final: Comprehensive Test Online 	
Week 8 Assignments:	<ul style="list-style-type: none"> • Review all course material (e.g., readings, PowerPoint slides, videos) as needed 	
Videos:	<ul style="list-style-type: none"> • Margaret Neale: Getting What You Want 	Approx. 25 minutes
It has been a pleasure! Best wishes on your future endeavors!		