SHORT COURSE DESCRIPTION
When collaborating with others we often find ourselves in negotiations; dialogues in which we attempt to reach a mutual understanding, resolve a conflict, or produce an equitable agreement. Even when interacting with individuals that are similar to us (family, friends, or neighbors) reaching such an agreement is a challenge. Negotiating with people from different backgrounds and cultures is even more difficult and complex. To be successful we must possess the knowledge and skill to negotiate agreements that are mutually beneficial with people that are different from ourselves.

This course gives you an opportunity to improve upon your ability to negotiate and influence others. The best way to learn negotiation skills is to negotiate in a safe environment that provides insights, feedback, opportunities for reflection, and where careful analysis is required. Therefore, this course is experiential; students receive hands-on experience in preparing for and negotiating in a number of different scenarios.

READING MATERIALS
Readings are available at https://canvas.instructure.com/courses/1038234/

Readings include, but are not limited to, the following:

COURSE REQUIREMENTS AND GRADING
Final grades will be determined by:
A. Class participation 60%
B. Negotiation quizzes (5) 40%

Class participation: Since learning in this class is experiential and based mainly on negotiation exercises and debriefings done in class, class attendance is critical and mandatory. The assessment of class participation contains three aspects: (1) Class attendance and (2) active participation in
negotiation exercises and (3) debriefs and discussions. All ISS classes are pass/fail. SKKU regulations require students to attend at least 80% of all classes (12 out of 15); missing more than three classes and/or arriving significantly late (after the negotiation has started) to more than three classes will result in a fail. Note that arriving late to class may result in an absence.

**Negotiation quizzes:** Conducting negotiations is crucial, but it is also important to read about and reflect on negotiation concepts and practices. To encourage such reading there will be five quizzes covering the class readings (as well as class discussions).

**Assessment:** Pass the course by earning > 60 points. The rules for earning points are:

1. Be an active participant in the daily class exercises \(15 \times 4 \text{P} \quad \text{MAX} = 60 \text{P}\)
2. Complete 5 quizzes \(4 \times \text{SCORE}/10 \quad \text{MAX} = 40 \text{P}\)
3. Miss a class (arrive after first exercise starts) \(- 4 \text{P}\)
4. Be late for a class (arrive after attendance) \(- 2 \text{P}\)

Note: missing four classes will almost certainly result in fewer than 60 since a missed class deducts 8-12 points. All quizzes are individual, thus looking at another’s paper or talking to another student is cheating and results in a zero for the quiz. Attending every class on time greatly benefits your grade.

**COURSE SCHEDULE**

– **WEEK I** –

**Thursday (27 June)**

Topic: Introduction to Negotiation, Stages of Negotiation
Reading: “Become a Master Negotiator”
Negotiation Exercise (Advertise)

**Friday (28 June)**

Topic: Distributive Negotiation, Building Blocks, Dual Concern Framework
Reading: “Distributive Negotiation: Slicing the Pie”
Negotiation Exercise (Volvo S40)

– **WEEK II** –

**Monday (1 July)**

Topic: Distributive Negotiation, Preparation and Planning
Reading: “The Fine Art of Making Concessions”
Negotiation Exercise (Take It or Leave It, SB)

**Tuesday (2 July)**

Topic: Distributive Negotiation,
Negotiation Exercise (YM)
**QUIZ #1** (The quiz covers the first three readings and anything discussed in class)

**Wednesday (3 July)**

Topic: Distributive Negotiation, Integrative Negotiations, Power,
Reading: “Selecting a Strategy”
Negotiation Exercise (CC)

**Thursday (4 July)**

Topic: Integrative Negotiation
Reading: “Win-Win Negotiation: Expanding the Pie”
Negotiation Exercise (Agreement)
WEEK III
Monday (8 July)
Topic: Integrative Negotiation
Reading: Various recommended (see Canvas Course Page)
Negotiation Exercise (LF)
QUIZ #2 (The quiz covers readings and class discussions since quiz #1)

Thursday (9 July)
Topic: Persuasion
Reading: “Harnessing the Science of Persuasion”
Exercise (HP)

Wednesday (10 July)
Topic: Persuasion
Reading: “Making Presentations That Stick”
Negotiation Exercise (SW)

Thursday (11 July)
Topic: Negotiation
Reading: Various recommended (see Canvas Course Page)
Negotiation Exercise (Semiconductors)
QUIZ #3 (The quiz covers negotiation review and persuasion, readings and discussions)

WEEK IV
Monday (15 July)
Topic: Models of Culture (Hofstede, 7D)
Reading: “Culture and Negotiation”
Culture Exercise (TBD)

Tuesday (16 July)
Topic: International Negotiation
Reading: “Space, Time, and Context”
Negotiation Exercise (ILM)
QUIZ #4 (The quiz covers culture, readings and class discussions)

Wednesday (17 July)
Topic: Cross-Cultural Negotiation
Reading: “Trust”
Negotiation Exercise (AB)

Thursday (18 July)
Topic: Negotiation Overview
Reading: “Best Practices in Negotiation”
QUIZ #5 (The quiz covers everything)

Friday (19 July)
Topic: Review
Negotiation Exercise (TG)