

MGT-466

**Negotiation techniques**

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| Cursus  | Sem.     | Type |
|---|----------|------|
| Energy Management and Sustainability              | MA1, MA3 | Opt. |
| Energy Science and Technology                     | MA1, MA3 | Opt. |
| Management, Technology and Entrepreneurship minor | H        | Opt. |
| Managmt, tech et entr.                            | MA1, MA3 | Opt. |

|                            |                     |
|----------------------------|---------------------|
| Language of teaching       | English             |
| Credits                    | 2                   |
| Withdrawal Session         | Unauthorized Winter |
| Semester                   | Fall                |
| Exam                       | During the semester |
| Workload                   | 60h                 |
| Weeks                      | 14                  |
| <b>Hours</b>               | <b>2 weekly</b>     |
| Courses                    | 1 weekly            |
| Exercises                  | 1 weekly            |
| <b>Number of positions</b> | <b>50</b>           |

**It is not allowed to withdraw from this subject after the registration deadline.**

**Summary**

This course is designed to give you a practical, hands-on opportunity to learn the basics of negotiating, self leadership and the impact of culture. Strategies and techniques are presented and practiced that will enable you to develop your skills and become a savvy and sophisticated negotiator.

**Content**

Defining negotiation and the process  
 Frames, goals and strategies  
 How to plan a negotiation  
 Employing strategies and tactics  
 The impact of self awareness and cultural difference on the process of negotiation  
 Mid-term role-play and report  
 The role of trust in negotiations  
 Weekly role-play exercises and simulations  
 Learning journal and self - reflection paper  
 Final exam

**Keywords**

Negotiation, skills, interactive, self-awareness, leadership

**Learning Outcomes**

By the end of the course, the student must be able to:

- Recognize Learn the basics of the negotiation process and negotiation theory
- Distinguish between two distinct approaches to negotiating and to understand the key elements of and tactics associated with each.
- Develop Appreciate how to develop and improve your negotiating skills through increased self-leadership awareness, role-play and simulation exercises.
- Assess / Evaluate Gain self-awareness of your natural negotiating style and to practice behaviors that enhance your competency in both your stronger and weaker style.
- Recognize how culture impacts the negotiation process and to explore the different strategies and tactics that one can encounter when negotiating across cultures.
- Propose Provide constructive feedback to your peers to build their negotiations skill set.

- Explore Understand and experiment the four essential skill sets for courageous leadership in negotiation.
- Apply Learn and apply the skills required to say in tough negotiation conversations.

### Transversal skills

- Communicate effectively, being understood, including across different languages and cultures.
- Give feedback (critique) in an appropriate fashion.
- Take feedback (critique) and respond in an appropriate manner.
- Access and evaluate appropriate sources of information.
- Set objectives and design an action plan to reach those objectives.
- Take account of the social and human dimensions of the engineering profession.
- Assess one's own level of skill acquisition, and plan their on-going learning goals.
- Demonstrate a capacity for creativity.
- Demonstrate the capacity for critical thinking

### Teaching methods

Interactive lecture, role-play, simulation, group-work, personal reflection

### Expected student activities

Participation during class sessions, reading assigned chapters and articles, preparation of and participation in role-play activities, giving feedback to counter-parts, writing reports in small groups, reflecting on personal development and learning.

### Assessment methods

Continuous assessment combining:

15% class participation

25% mid-term enactment reflection paper

30% weekly performance improvement journal entries and final reflection paper

30% final enactment and report

### Supervision

|              |     |
|--------------|-----|
| Office hours | Yes |
| Assistants   | Yes |
| Forum        | No  |

### Resources

#### Bibliography

##### Books:

**Main text:** Lewicki, RW, Barry, F. & Saunders, DM, Essentials of Negotiation, 6th ed., McGraw-Hill Higher Education: New York, NY, 2016

Lewicki, RW, Saunders, DM, & Barry, B. Negotiation: readings exercises and cases, 6th Ed. Boston: McGraw Hill Irwin, 2010.

Salacuse, JW, The Global Negotiator. New York: Palgrave MacMillan, 2003.

Optional Resources:

Salacuse, Jeswald W. Negotiating Life: Secrets for Everyday Diplomacy and Deal Making: Palgrave Macmillan, 2013.

Stone, Douglas. Patton, Bruce and Heen, Sheila. Difficult Conversations: How to Discuss What Matters Most: Penguin, 2010.

##### Articles:

"Negotiation Styles: The Impact on Bargaining Transactions", C.B. Craver, Dispute Resolution Journal,

February/April, 2003.

"Six Habits of Merely Effective Negotiators", J.K. Sebenius, HBR, April 2001.

"Rational Strategies for Creating Integrative Agreements", M Bazerman, M. Neale, in Negotiating Rationally, Free Press, 1993.

"Opening and Making Concessions", G.R. Shell, in Bargaining for Advantage, Penguin Books, New York, 1999.

"The Hidden Challenge of Cross-border Negotiations" J.K Sebenius, Harvard Business Review, March 2002, Cambridge, MA: Harvard Business School Publishing Corp.

### Ressources en bibliothèque

- [Essentials of Negotiation / Lewicki](#)
- [Negotiation: readings exercises and cases / Lewicki](#)
- [The Global Negotiator / Salacuse](#)
- [Negotiating life : Secrets for Everyday Diplomacy and Deal Making / Salacuse](#)
- [Difficult Conversations: How to Discuss What Matters Most / Stone](#)
- [Rational Strategies for Creating Integrative Agreements / Bazerman](#)
- [Opening and Making Concessions / Shell](#)

### Moodle Link

- <http://moodle.epfl.ch/course/view.php?id=3311>

### Videos

- <https://www.youtube.com/watch?v=pjIPgJ1wBdM>