

University of Basel
Summer 2018
Negotiations
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COURSE SYLLABUS

COURSE EXPECTATIONS

Class will meet from August 20 to August 29, 2018. Generally, the six days of in-class instructions will be divided into two portions: 1) negotiation cases and 2) the case debrief, which will be a combination of question/ answer and lecture. Cases must be prepared ahead of time (except for cases negotiated on the first day of the course (August 20)).

Participation in every class exercise is essential for transforming abstract theories and prescriptions into concrete behavioral changes. This will also help you to understand how you best negotiate. The debrief of the class exercise includes sharing information about your beliefs and strategies, your results, and your reactions to the process and the other parties. This reflection allows you to evaluate the strategies you used, and think about how you might improve in the future. It also allows you to check your initial assumptions, as well as your reactions, against those of the other parties with whom you were negotiating. *Fluency in English is an absolute essential requirement.*

Most students will have difficulty applying one or more of the negotiating concepts. We learn from our mistakes and the mistakes of others. This class is a good opportunity to experiment with new ways of negotiating and to make mistakes in a low-risk environment. You should be prepared to receive behavioral feedback, and be sensitive in giving it to others. Each debrief will conclude with a lecture from me that reinforces what has been learned about negotiation through decades of systematic research.

TEXTBOOK

Thompson, Leigh L. 2015 *The Heart and Mind of the Negotiator*, 6th edition. Prentice-Hall.

PRE-READING

Chapters 1 & 2 in Thompson 2015.

GRADING

My suggestion is that you focus on learning how to negotiate rather than on your grade in the course. If you dedicate yourself to learning the concepts and skills, then the grade is likely to come naturally. That said, let me explain how I will calculate your grade:

30% Participation.

Participation has several components.

- It means attending all the classes and being prepared to negotiate. Failure to participate or failure to prepare for the exercises imposes a cost on your classmates with whom you were scheduled to negotiate and disrupts the learning process to which your classmates are entitled. Because of this negative externality you create, failure to prepare or to negotiate is a behavior that I will heavily tax.
- It also means filling out any worksheets or assessments I give you to help structure the debrief and focus our learning experience.
- Finally, participation means actively engaging in the classroom debrief of each exercise. This goes beyond explaining what you did, to an analysis of why you did it, what the other party's responses were, and when you would use the same strategy in the future. This participation should not simply recount events, but evaluate them based on readings, as well as previous class lessons. As noted above, we often learn from analyzing the experiences of others. Since sharing your analyses and experiences will help others learn, your insightful participation will be rewarded. Keep in mind that quality is the essential characteristic of your contributions, not quantity. However, if you rarely contribute, it is impossible to evaluate the quality of your thinking.

70% Final exam.

This exam will cover all of the materials and concepts we discuss in class as well as the information in any of the required readings. This exam will be open book and open note. Most questions will be conceptual questions that will be grounded in the cases we have negotiated in class, although there may be one or two questions about some of the negotiation concepts more generally. Questions will all be short answer questions that can be responded to in 2-3 sentences. The exam will be designed to take roughly 1.5 hours to complete.

GENERAL COURSE OUTLINE

August 20: Course Overview & Basic Distributive Bargaining:

Class: Introduction to class and logistics

Negotiate and Debrief Synertech-Dosagen Exercise

Key Points:

What is a negotiation strategy?

Differentiating negotiation objectives and strategies

Basic distributive bargaining orientation and tactics

Knowing your BATNA, BL and AL

HW: Chapters 3 & 4; prepare Medical Equipment

August 22: Basic Integrative Bargaining

Class: Negotiate and Debrief Medical Equipment Exercise

Negotiate and Debrief Medical Equipment

Team assignments

Key points:

Distinguishing Integrative from distributive bargaining

Learning to distinguish between the three different types of negotiation issues

Avoiding the “fairness” trap

HW: Chapter 5, 6, & 9; prepare EI-tek

August 23: Managing Team Dynamics & Advanced Integrative Bargaining

Class: Negotiate and Debrief EI-Tek negotiations

Key points:

Managing the tension between integrative and distributive bargaining

Understanding the difference between individual and group negotiations

Managing intra-group dynamics

Understanding the relationship between game theory and negotiations

Managing the difficult (and dishonest) negotiator

HW: Chapter 10 & 12; preparation of Cobalt-Silverlight

Go negotiate something in the real world in TEAMS and prepare a presentation

August 27: International & Real World Negotiations

Class: Negotiate and Debrief Cobalt Silverlight

In Class presentations of what you negotiated in the real world

Key points:

Understanding and using culture

Setting priorities and using spreadsheets

Using math & technology to help you negotiate better

Persuasion strategies (for those without structural power)

HW: Chapter 7; preparation of Bullard Houses

August 28: Negotiating with Agents

Class: Negotiate and Debrief Bullard Houses

Key points:

See how use of agents changes the negotiation dynamic

Learning how to protect yourself when using agents in negotiation

HW: Get caught up on any reading; preparation of Aussie Air

August 29: Coalitions

Class: Negotiate and Debrief Aussie Air

Wrap up

Key points:

Managing multiple negotiation players

Avoiding the “winner’s curse”

Managing and defending against power plays

Tactics of influence in groups

HW: Study for exam and KEEP NEGOTIATING

FINAL EXAM: 31 August 2018, 14:15 - 15:45 (S15)