



Course Outline

2022/2023

COURSE NAME: Business Negotiations

COURSE CODE: HRMT4120

COURSE DESCRIPTION

Equipping themselves to be successful in workplace and business negotiations is a growing requirement in for any business professional. In this course, students will practice the different approaches to negotiation depending on the workplace situation. They will identify tactics, issues, interests and methods to create mutually beneficial outcomes. As well, they will utilize various skills and techniques to enhance their personal negotiation style in various workplace settings. Students will review the different impacts on negotiations such as culture, gender, power and motivation.

Course Credits: 3.0

Pre-requisites: ETHC3311

LEARNING OUTCOMES

OUTCOME	Upon successful completion of this course, you will be able to
1	<p>Describe the principles and strategies utilized in business negotiations.</p> <p>The following concepts, skills, and issues are used to support this Outcome:</p> <ul style="list-style-type: none">• Identify different types of negotiation strategies and approaches.• Explain the following and their effects on negotiations: reciprocity, concessions coalitions, multiple equivalent simultaneous offers, the negotiators dilemma, ethics and power.• Describe the nuances of a multiparty negotiations.• Describe what successful negotiation communication looks like.
2	<p>Explain the steps involved in the business negotiation process.</p> <p>The following concepts, skills, and issues are used to support this Outcome:</p> <ul style="list-style-type: none">• Explain the following: best alternative to a negotiated agreement (BATNA), worst alternative to a negotiated agreement (WATNA), Zone of Possible Agreement (ZOPA), expressing intent• Identify and determine the importance of interests.• Explain the exchanging and evaluation of proposals.• Describe the models of negotiation/phases of negotiation.• Describe the requirements in preparation for a negotiation.
3	<p>Identify the challenges to successful business negotiations and explain how to overcome them.</p> <p>The following concepts, skills, and issues are used to support this Outcome:</p> <ul style="list-style-type: none">• Describe how different personalities, emotions, ethics and motivation shape a negotiation.• Assess how different behavioural, cultural and gender issues can affect negotiations.• Identify the challenges to a successful negotiation and how to overcome those challenges.• Analyse the various dynamics, tactics, skills and problem-solving methods in negotiation.
4	<p>Conduct and critique various simulated business negotiations.</p> <p>The following concepts, skills, and issues are used to support this Outcome:</p> <ul style="list-style-type: none">• Demonstrate two party negotiation.• Demonstrate multi party negotiation.• Demonstrate an agent negotiation.• Demonstrate value claiming negotiation.• Evaluate the effectiveness of a negotiation.

STUDENT EVALUATION

OUTCOME	ACTIVITY DESCRIPTION	MARK DISTRIBUTION
1, 2 and 3	Exams/Quizzes	50%
1, 2 and 3	Team Written Project	20%
4	Negotiation Assignments	30%
	Total	100%

COURSE COMPLETION REQUIREMENTS

The minimum passing grade for this course is grade point of 1.0 (50% or D). Higher grades may be required to use the course for transfer credit or to satisfy professional designation criteria. Please refer to the Grades Procedure AD 2.2 for more details on your calculation requirements to determine the grading level required to maintain satisfactory academic standing, for progression and graduation.

STUDENT EQUIPMENT AND SUPPLIES

All JR Shaw School of Business students are required to possess a computing device, either a desktop or laptop, that will meet the minimum technology requirements. This will enable you to engage in our digital learning environment and to participate in online assessments. In addition to the minimum technology requirements, your computing device must also support both audio and video streaming technologies and, as a result, must include hardware (either internal or external) such as a microphone and webcam. A broadband (high speed) internet connection is also required.

Your computing device must meet the following minimum technology requirements:

Windows:

- Windows 10
- Processor: Intel i Series 4th Gen or Better or AMD Ryzen Series
- Memory: 4 GB RAM minimum, 8 GB RAM recommended
- Solid State Drive recommended or Hard Drive (minimum free space 15 GB)
- Display resolution: 1366 x 768 minimum, 1920 x 1080 recommended
- Wi-Fi connection: Wireless N, AC or better

- Antivirus Protection: Windows Defender and Windows Firewall are recommended to protect your device and are pre-installed on your Windows computer

Apple:

- Mac Hardware Requirements:
MacBook (Late 2009 or newer)
MacBook Pro (Mid 2010 or newer)
MacBook Air (Late 2010 or newer)
- MacOS High Sierra (10.13) or later
- Memory: 4 GB RAM minimum, 8 GB recommended
- Solid State Drive recommended or Hard Drive (minimum free space 15 GB)
- Antivirus Protection: No additional software is needed. Built-in firewall and security software available in System Preferences

Note: while tablets can support your learning, they are not recommended as a main device.

STUDENT RESPONSIBILITY

It is expected that students will be responsible citizens of the Institute by following the Student Rights and Responsibilities Policy (SR 1.0). As such, each student will assist in the preservation of Institute property, and assume responsibility for their education by staying informed of and abiding by academic requirements and policies; demonstrating respect toward others; and meet expectations concerning attendance, assignments, deadlines, and appointments.

EQUITY AND INCLUSION STATEMENT

NAIT is committed to advancing equity and to actively and intentionally creating learning environments that promote a sense of belonging and dignity that ensure all people are safe, respected and valued. Acknowledging that every member of the NAIT community has a role in and responsibility to this work, NAIT provides the resources and support necessary for programs, departments and individuals to champion equity, diversity and inclusion and address barriers in meaningful ways.

TERRITORIAL ACKNOWLEDGEMENT

At NAIT, we honour and acknowledge that the land on which we learn, work and live is Treaty Six territory. We seek to learn from history and the lessons that have come before us, and to draw on the wisdom of the First Peoples in Canada. Only through learning can we move forward in truth and reconciliation, and to a better future together.

Changes to This Course Outline: Every effort has been made to ensure that information in this course outline is accurate at the time of publication. The Institute reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.

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