

Part II. Detailed Course Information**Course Objectives***Maximum 100 words.*

The objective of the course is to define the concept of negotiation in terms of organizational management, negotiation being a concept, which we often use in daily life. Students will be able to understand the role of negotiation in business relations and goal achievement. They will also acquire different negotiation skills by understanding the role of the parties in the process. The course content also includes different negotiation techniques both in organizational and global scopes. Thus, this course aims to inform students on how to develop their negotiation abilities in order to achieve organizational goals.

Learning Outcomes*Explain the learning outcomes of the course. Maximum 10 items.*

Upon the successful completion of the course students will:

1. Comprehend the role of parties in negotiation
2. Be able to define the situations of parties involved in negotiation process
3. Be able to use the strategies required in different negotiation situations
4. Apply the acquired tactics both in organizational and global scopes
5. Be able to comprehend the role of teams in negotiations
6. Be able to solve difficult negotiations and negotiation impasses
7. Be able to influence the other party during negotiation process
8. Be able to comprehend the role of coalitions and trust in negotiation
9. Apply techniques for increasing their power in negotiation
10. Be able to define the psychological concepts for goal achievement in negotiation

Textbook(s)*List the textbook(s), if any, and other related main course material.*

Author(s)	Title	Publisher	Publication Year	ISBN
Roy J.Lewicki, David M. Saunders	Negotiation, 7 th Edition	McGraw Hill	2014	978-0078029448

Reference Books*List, if any, other reference books to be used as supplementary material.*

Author(s)	Title	Publisher	Publication Year	ISBN
Rusell Davis	Negotiation	CreateSpace Independent Publishing Platform	2017	978-1544667195

Teaching Policy*Explain how you will organize the course (lectures, laboratories, tutorials, studio work, seminars, etc.)*

Three hours of lecturing. Term project is given to the students. The subject of the term project could be change from one semester to another and the details of the subject is announced from the website of the course (<http://man102.cankaya.edu.tr>).At the end of the semester term project is presented in the class by the students. Some of the assignments from the course book are given to students.

Laboratory/Studio Work*Give the number of laboratory/studio hours required per week, if any, to do supervised laboratory/studio work and list the names of the laboratories/studios in which these sessions will be conducted.*

N/A

Computer Usage

Briefly describe the computer usage and the hardware/software requirements for the course.

N/A

Course Outline

List the weekly topics to be covered.

Week	Topic(s)
1	The nature of negotiation
2	Distributive bargaining strategies
3	Strategy and tactics of integrative negotiation
4	Negotiation: Framing, Strategizing and Planning
5	Communication, perception and cognitive biases
6	Finding and using negotiation leverage
7	Midterm exam
8	Global negotiation
9	Managing negotiation impasses
10	Relationships in negotiation
11	Coalitions
12	Influence
13	Multiple parties and teams
14	Managing Negotiation Mismatches

Grading Policy

List the assessment tools and their percentages that may give an idea about their relative importance to the end-of-semester grade.

Assessment Tool	Quantity	Percentage	Assessment Tool	Quantity	Percentage	Assessment Tool	Quantity	Percentage
Midterm exam	1	35						
Final exam	1	45						
Quizzes and homeworks	1	20						

ECTS Workload

List all the activities considered under the ECTS.

Activity	Quantity	Duration (hours)	Total Workload (hours)
Attending Lectures (<i>weekly basis</i>)	13	3	39
Attending Labs/Recitations (<i>weekly basis</i>)	-	-	-
Compilation and finalization of course/lecture notes (<i>weekly basis</i>)	13	1	13
Collection and selection of relevant material (<i>once</i>)	1	3	3
Self study of relevant material (<i>weekly basis</i>)	12	3	36
Take-home assignments	3	4	12
Preparation for quizzes	1	4	4

Preparation for mid-term exams (including the duration of the exams)	1	8	8
Preparation of term paper/case-study report (including oral presentation)	-	-	-
Preparation of term project/field study report (including oral presentation)	-	-	-
Preparation for final exam (including the duration of the exam)	1	10	10
TOTAL WORKLOAD / 25			5
ECTS Credit			5

Program Qualifications vs. Learning Outcomes Consider the program qualifications given below as determined in terms of learning outcomes and acquisition of capabilities for all the courses in the curriculum. Look at the learning outcomes of this course given above. Relate these two using the Likert Scale by marking with X in one of the five choices at the right.

No	Program Qualifications	Contribution				
		0	1	2	3	4
1	Acquire detailed knowledge concerning the economic and legal environment in which the business entities operate.			X		
2	Have profound theoretical background knowledge in basic business functions comprising organization and management, accounting, finance, marketing, and production and operations management.			X		
3	Obtain basic and intermediate level knowledge in quantitative techniques and methods that are predominantly used in business and management.		X			
4	Have more specific knowledge in one of the business functions (including the mastery of quantitative approaches) that he/she has chosen to specialize.					X
5	Be able to apply the professional knowledge necessary to establish and/or run a business, or a department within a business entity.			X		
6	Be able to collect, edit, analyze, and interpret the representative data by applying both qualitative and quantitative methods in order to identify and clearly define the business problems and to develop insight and solutions.			X		
7	Be able to adequately communicate upon analyses, findings, inferences, and recommendations with his/her superiors, team members, colleagues, and subordinates both in written and oral form.			X		
8	Be thereby qualified to conduct research in business administration and management.			X		
9	Be appropriately trained to fulfill his/her responsibilities in team work both as a leader and an expert.				X	
10	Acquire the necessary skills to communicate effectively with the stakeholders of an organization so that he/she can become capable of analyzing the needs of the stakeholders and based on these analyses developing the objectives of the organization.					X
11	Gain self-evaluation skills to identify exactly his/her self-learning and self-improvement needs, being at the same time equipped with the capacity to follow advanced courses and degree studies.				X	
12	Gain the ability to evaluate the organization that he/she is affiliated with and the ability to assess the knowledge that he/she has acquired in a critical perspective.				X	
13	Be able to use English, which is the medium of instruction in the department, at least in European Language Portfolio B1 General Level.					X
14	Be able to use information technologies applicable to business administration and management at European Computer Usage License Basic Level.					X
15	Be directed towards the behavioral patterns and responsibilities of a business administrator in terms of quality awareness, occupational safety and health, in-service training, environmental issues, social responsibilities, and social, organizational and business ethics.		X			
16	Be inclined to encourage innovation and continuous improvement within the organization in which he/she takes responsibilities.		X			

Scale for contribution to a qualification: 0-none, 1-little, 2-moderate, 3-considerable, 4-highest