



# MGMT3000

## The Art of Negotiation

Session 2, Special circumstance 2020

*Department of Management*

### Contents

---

<a href="#"><u>General Information</u></a>	2
<a href="#"><u>Learning Outcomes</u></a>	2
<a href="#"><u>General Assessment Information</u></a>	3
<a href="#"><u>Assessment Tasks</u></a>	3
<a href="#"><u>Delivery and Resources</u></a>	4
<a href="#"><u>Unit Schedule</u></a>	5
<a href="#"><u>Policies and Procedures</u></a>	5

---

#### **Disclaimer**

Macquarie University has taken all reasonable measures to ensure the information in this publication is accurate and up-to-date. However, the information may change or become out-dated as a result of change in University policies, procedures or rules. The University reserves the right to make changes to any information in this publication without notice. Users of this publication are advised to check the website version of this publication [or the relevant faculty or department] before acting on any information in this publication.

#### **Notice**

As part of [Phase 3 of our return to campus plan](#), most units will now run tutorials, seminars and other small group learning activities on campus for the second half-year, while keeping an online version available for those students unable to return or those who choose to continue their studies online.

To check the availability of face-to-face and online activities for your unit, please go to [timetable viewer](#). To check detailed information on unit assessments visit your unit's iLearn space or consult your unit convenor.

## General Information

Unit convenor and teaching staff

Unit Convenor

Troy Sarina

[troy.sarina@mq.edu.au](mailto:troy.sarina@mq.edu.au)

Credit points

10

Prerequisites

130cp at 1000 level or above including (20cp in BBA or BUS or HRM or MGMT or MKTG units at 2000 level)

Corequisites

Co-badged status

Unit description

This unit examines the conceptual frameworks and fundamental skills required for effective negotiations. Students learn how to resolve conflict and overcome impasses in various negotiation contexts including commercial, legal and labour relations in both domestic and international settings. This unit will expose students to core negotiation frameworks, strategies and tactics required to engage in effective negotiations. Students will have the opportunity to apply this theoretical learning through a series of practical negotiation simulations held in tutorials, thereby facilitating the evaluation of frameworks examined in the unit as well as providing students with the opportunity to reflect on their own capacity to negotiate effectively.

## Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://www.mq.edu.au/study/calendar-of-dates>

## Learning Outcomes

On successful completion of this unit, you will be able to:

**ULO1:** Analyse and apply negotiation theories to solve problems.

**ULO2:** Effectively communicate negotiation strategies that address conflict in a range of contexts.

**ULO3:** Evaluate and reflect on the role that relationships, power dynamics and cultural differences can have on a negotiation process.

## General Assessment Information

Late Assessments must also be submitted through the relevant submission link on iLearn. No extensions will be granted. There will be a **deduction of 10%** of the total available marks made from the total awarded mark for each **24 hour period** or part thereof that the submission is late (for example, 25 hours late in submission incurs a 20% penalty). Late submissions will be accepted up to 96 hours after the due date and time.

This penalty does not apply for cases in which an application for [Special Consideration](#) is made and approved. Note: applications for [Special Consideration Policy](#) must be made within 5 (five) business days of the due date and time.

## Assessment Tasks

Name	Weighting	Hurdle	Due
<a href="#">Negotiation Plan</a>	30%	No	Week 5
<a href="#">Negotiation Scenario</a>	50%	No	Week 11
<a href="#">Negotiation simulation reflection task</a>	20%	No	Week 13

### Negotiation Plan

Assessment Type <sup>1</sup>: Plan

Indicative Time on Task <sup>2</sup>: 20 hours

Due: **Week 5**

Weighting: **30%**

This assessment task requires students to develop a negotiation plan of up to 1,500 words. Students will be required to plan for their negotiation, undertake the negotiation process itself and communicate how they selected their negotiation strategy. Students will also be required to evaluate their performance in the negotiation process.

On successful completion you will be able to:

- Analyse and apply negotiation theories to solve problems.
- Effectively communicate negotiation strategies that address conflict in a range of contexts.

### Negotiation Scenario

Assessment Type <sup>1</sup>: Report

Indicative Time on Task <sup>2</sup>: 30 hours

Due: **Week 11**

Weighting: **50%**

Students will be provided with a negotiation scenario and set of associated questions. In up to

2,000 words, students will utilise knowledge about negotiation processes, issues and theories examined throughout the unit to answer these questions.

On successful completion you will be able to:

- Analyse and apply negotiation theories to solve problems.
- Effectively communicate negotiation strategies that address conflict in a range of contexts.
- Evaluate and reflect on the role that relationships, power dynamics and cultural differences can have on a negotiation process.

## Negotiation simulation reflection task

Assessment Type <sup>1</sup>: Simulation/role play

Indicative Time on Task <sup>2</sup>: 15 hours

Due: **Week 13**

Weighting: **20%**

Students will be required to submit a 1,000-word critical reflection based on the collective negotiation simulation carried out in tutorials. Students will be asked to reflect upon individual preparation and contribution to the negotiation process during this simulation.

On successful completion you will be able to:

- Analyse and apply negotiation theories to solve problems.
- Effectively communicate negotiation strategies that address conflict in a range of contexts.

---

<sup>1</sup> If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the [Writing Centre](#) for academic skills support.

<sup>2</sup> Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

## Delivery and Resources

Required Text	Lewicki, R.J. & Saunders, D.M. and Berry, B. (2019) <i>Negotiation 8</i> , McGraw Hill: United States.
Unit Web Page	The web page for this unit can be found at: <a href="https://learn.mq.edu.au/login/">https://learn.mq.edu.au/login/</a>

<b>Technology Used and Required</b>	Students are required to have access to a personal computer and familiarise themselves with iLearn ( <a href="https://ilearn.mq.edu.au/login/">https://ilearn.mq.edu.au/login/</a> ).  iLearn will be used to post lecture slides, assessment details, student grades and as a means of communication between staff members and students.
<b>Delivery Format and Other Details</b>	The timetable for classes can be found on the University web site at: <a href="http://www.timetables.mq.edu.au/">http://www.timetables.mq.edu.au/</a>
<b>Recommended readings</b>	Recommended readings are provided via the links on the <a href="#">iLearn</a> Unit page
<b>Inherent Requirements</b>	None

## Unit Schedule

Please refer to iLearn

## Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central) (<https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central>). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- [Academic Appeals Policy](#)
- [Academic Integrity Policy](#)
- [Academic Progression Policy](#)
- [Assessment Policy](#)
- [Fitness to Practice Procedure](#)
- [Grade Appeal Policy](#)
- [Complaint Management Procedure for Students and Members of the Public](#)
- [Special Consideration Policy](#) (**Note:** *The Special Consideration Policy is effective from 4 December 2017 and replaces the Disruption to Studies Policy.*)

Students seeking more policy resources can visit the [Student Policy Gateway](https://students.mq.edu.au/support/study/student-policy-gateway) (<https://students.mq.edu.au/support/study/student-policy-gateway>). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

If you would like to see all the policies relevant to Learning and Teaching visit [Policy Central](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central) (<https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central>).

## Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: <https://students.mq.edu.au/study/getting-started/student-conduct>

## Results

Results published on platform other than [eStudent](#), (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in [eStudent](#). For more information visit [ask.mq.edu.au](#) or if you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

## Learning Skills

Learning Skills ([mq.edu.au/learningskills](http://mq.edu.au/learningskills)) provides academic writing resources and study strategies to help you improve your marks and take control of your study.

- [Getting help with your assignment](#)
- [Workshops](#)
- [StudyWise](#)
- [Academic Integrity Module](#)

The Library provides online and face to face support to help you find and use relevant information resources.

- [Subject and Research Guides](#)
- [Ask a Librarian](#)

## Student Services and Support

Students with a disability are encouraged to contact the [Disability Service](#) who can provide appropriate help with any issues that arise during their studies.

## Student Enquiries

For all student enquiries, visit Student Connect at [ask.mq.edu.au](#)

If you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## IT Help

For help with University computer systems and technology, visit [http://www.mq.edu.au/about\\_us/offices\\_and\\_units/information\\_technology/help/](http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/).

When using the University's IT, you must adhere to the [Acceptable Use of IT Resources Policy](#). The policy applies to all who connect to the MQ network including students.