MMBA8084
Negotiation: Theory and Practice
Term 1, In person/Online-scheduled-weekday, North Ryde 2022

Department of Management

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Notice
As part of Phase 3 of our return to campus plan, most units will now run tutorials, seminars and other small group activities on campus, and most will keep an online version available to those students unable to return or those who choose to continue their studies online.

To check the availability of face-to-face 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
Brett White
brett.white@mq.edu.au

Credit points
10

Prerequisites
(MGSM870 or MMBA8070) or (admission to GradCertMgtPostMBA or MAMed or MASurg or DAdvSurg or DAdvMed or GradDipSpSurg or GradDipSpMed or GradCertClinLship)

Corequisites

Co-badged status

Unit description
Negotiation is the art and craft by which decisions are made, agreements reached, and disputes resolved between two or more parties. This unit is designed to help you master complicated interpersonal and emotional dynamics in negotiation, manage conflicts with more comfort and confidence, and reach richer and sustainable solutions to difficult problems. This unit integrates experiential learning techniques with cutting-edge research and top negotiation cases to foster deep learning. You will be guided through all key stages in the negotiation process so that you may master value-creating mindset and skills. You will also identify your individual negotiation style and strength, and learn to adapt them across different situations.

This unit is geared toward helping negotiators consistently achieve superior results, whether in business deals, critical conversations or when settling disputes. This unit will help you achieve key outcomes as well as building important professional relationships and network.

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 critique contemporary theories and frameworks in negotiation.

ULO2: Critically reflect on how assumptions, values, cognitive heuristics and cultural
bias impact on negotiation sub processes such as decision making, goal setting, evaluating negotiated outcomes.

**ULO3:** Apply sophisticated problem-solving and collaboration skills in business and workplace negotiations to enable value creation and then evaluate negotiation outcomes and processes, both as an individual and as a group.

**ULO4:** Apply stakeholder mapping processes to identify and realize the potential value, risks and likely consequences for all parties in a negotiation ecosystem.

**General Assessment Information**

**Late submissions of assessments**

Unless a Special Consideration request has been submitted and approved, no extensions will be granted. There will be a deduction of 10% of the total available assessment-task marks made from the total awarded mark for each 24-hour period or part thereof that the submission is late. Late submissions will only be accepted up to 96 hours after the due date and time.

No late submissions will be accepted for timed assessments – e.g., quizzes, online tests.

**Table 1: Penalty calculation based on submission time**

<table>
<thead>
<tr>
<th>Submission time after the due date (including weekends)</th>
<th>Penalty (% of available assessment task mark)</th>
<th>Example: for a non-timed assessment task marked out of 30</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt; 24 hours</td>
<td>10%</td>
<td>10% x 30 marks = 3-mark deduction</td>
</tr>
<tr>
<td>24-48 hours</td>
<td>20%</td>
<td>20% x 30 marks = 6-mark deduction</td>
</tr>
<tr>
<td>48-72 hours</td>
<td>30%</td>
<td>30% x 30 marks = 9-mark deduction</td>
</tr>
<tr>
<td>72-96 hours</td>
<td>40%</td>
<td>40% x 30 marks = 12-mark deduction</td>
</tr>
<tr>
<td>&gt; 96 hours</td>
<td>100%</td>
<td>Assignment won’t be accepted</td>
</tr>
</tbody>
</table>

**Special Consideration** To request an extension on the due date/time for a timed or non-timed assessment task, you must submit a Special Consideration application. An application for Special Consideration does not guarantee approval.

The approved extension date for a student becomes the new due date for that student. The late submission penalties above then apply as of the new due date.
Assessment Tasks

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Hurdle</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Negotiation Concept and Analysis</td>
<td>30%</td>
<td>No</td>
<td>Week 4</td>
</tr>
<tr>
<td>Negotiation Team Report</td>
<td>30%</td>
<td>No</td>
<td>Week 8</td>
</tr>
<tr>
<td>Personal Negotiation Analysis</td>
<td>40%</td>
<td>No</td>
<td>Week 10</td>
</tr>
</tbody>
</table>

Negotiation Concept and Analysis
Assessment Type 1: Essay
Indicative Time on Task 2: 15 hours
Due: Week 4
Weighting: 30%

Analysis of up to 1,500 words. This assessment evaluates students’ ability to accurately describe real-life negotiation experiences and critically analyse them by applying the negotiation theories and concepts learned in this unit.

On successful completion you will be able to:

- Analyse and critique contemporary theories and frameworks in negotiation.
- Critically reflect on how assumptions, values, cognitive heuristics and cultural bias impact on negotiation sub processes such as decision making, goal setting, evaluating negotiated outcomes.
- Apply sophisticated problem-solving and collaboration skills in business and workplace negotiations to enable value creation and then evaluate negotiation outcomes and processes, both as an individual and as a group.

Negotiation Team Report
Assessment Type 1: Report
Indicative Time on Task 2: 10 hours
Due: Week 8
Weighting: 30%

Students will form groups to complete a multi-round team negotiation exercise throughout this unit. At the conclusion, each team will submit a report (up to 2,000 words) to critically diagnose negotiation strategies, dynamics, and outcomes, and identify key repeatable lessons to inform
future negotiations.

On successful completion you will be able to:

- Analyse and critique contemporary theories and frameworks in negotiation.
- Critically reflect on how assumptions, values, cognitive heuristics and cultural bias impact on negotiation sub processes such as decision making, goal setting, evaluating negotiated outcomes.
- Apply sophisticated problem-solving and collaboration skills in business and workplace negotiations to enable value creation and then evaluate negotiation outcomes and processes, both as an individual and as a group.

**Personal Negotiation Analysis**

Assessment Type: Essay
Indicative Time on Task: 20 hours
Due: Week 10
Weighting: 40%

Analysis of up to 2,000 words. This assessment evaluates students’ ability to critically reflect on and analyse personal negotiation style, strengths, and weaknesses.

On successful completion you will be able to:

- Critically reflect on how assumptions, values, cognitive heuristics and cultural bias impact on negotiation sub processes such as decision making, goal setting, evaluating negotiated outcomes.
- Apply sophisticated problem-solving and collaboration skills in business and workplace negotiations to enable value creation and then evaluate negotiation outcomes and processes, both as an individual and as a group.
- Apply stakeholder mapping processes to identify and realize the potential value, risks and likely consequences for all parties in a negotiation ecosystem.

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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 Learning Skills Unit for academic skills support.
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

<table>
<thead>
<tr>
<th>Required text</th>
<th>Articles that constitute the required readings are provided via the links on the iLearn Unit page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unit web page</td>
<td>The web page for this unit can be found at: <a href="https://ilearn.mq.edu.au/login/">https://ilearn.mq.edu.au/login/</a></td>
</tr>
<tr>
<td>Technology Used and Required</td>
<td>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.</td>
</tr>
<tr>
<td>Delivery Format and Other Details</td>
<td>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></td>
</tr>
<tr>
<td>Recommended readings</td>
<td>Required and required readings are provided via the links on the iLearn Unit page.</td>
</tr>
<tr>
<td>Inherent Requirements</td>
<td>None</td>
</tr>
</tbody>
</table>

Unit Schedule

Please see iLearn

Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central (https://policies.mq.edu.au). 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

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

To find other policies relating to Teaching and Learning, visit Policy Central (https://policies.mq.edu.au) and use the search tool.
Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: [https://students.mq.edu.au/admin/other-resources/student-conduct](https://students.mq.edu.au/admin/other-resources/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

Student Support

Macquarie University provides a range of support services for students. For details, visit [http://students.mq.edu.au/support/](http://students.mq.edu.au/support/)

The Writing Centre

The Writing Centre provides resources to develop your English language proficiency, academic writing, and communication skills.

- Getting help with your assignment
- Workshops
- Chat with a WriteWISE peer writing leader
- Access StudyWISE
- Upload an assignment to Studiosity
- Complete the 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 Enquiry Service

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

Equity 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.

IT Help

For help with University computer systems and technology, visit [http://www.mq.edu.au/about_us/](http://www.mq.edu.au/about_us/)
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.