



# MMBA8084

## Negotiation: Theory and Practice

Term 3, Online-scheduled-weekday 2022

*Department of Management*

### Contents

<u>General Information</u>	2
<u>Learning Outcomes</u>	2
<u>General Assessment Information</u>	3
<u>Assessment Tasks</u>	4
<u>Delivery and Resources</u>	6
<u>Unit Schedule</u>	6
<u>Policies and Procedures</u>	6

#### **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.

## General Information

Unit convenor and teaching staff

Unit Convenor

Brett White

[brett.white@mq.edu.au](mailto:brett.white@mq.edu.au)

Brett White

[brett.white@mq.edu.au](mailto: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**

Submission time after the due date (including weekends)	Penalty (% of available assessment task mark)	Example: for a non-timed assessment task marked out of 30
< 24 hours	10%	10% x 30 marks = 3-mark deduction
24-48 hours	20%	20% x 30 marks = 6-mark deduction
48-72 hours	30%	30% x 30 marks = 9-mark deduction
72-96 hours	40%	40% x 30 marks = 12-mark deduction
> 96 hours	100%	Assignment won't be accepted

**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

Name	Weighting	Hurdle	Due
<a href="#">Negotiation Concept and Analysis</a>	30%	No	Week 4, Monday 11pm
<a href="#">Negotiation Team Report</a>	30%	No	Week 8, Monday 11pm
<a href="#">Personal Negotiation Analysis</a>	40%	No	Week 10, Monday 11pm

### Negotiation Concept and Analysis

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

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

Due: **Week 4, Monday 11pm**

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 <sup>1</sup>: Report

Indicative Time on Task <sup>2</sup>: 10 hours

Due: **Week 8, Monday 11pm**

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 <sup>1</sup>: Essay

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

Due: **Week 10, Monday 11pm**

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.

---

<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	Articles that constitute the required readings are provided via the links on the iLearn Unit page
Unit web page	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>
Technology Used and Required	<p>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>).</p> <p>iLearn will be used to post lecture slides, assessment details, student grades and as a means of communication between staff members and students.</p>
Delivery Format and Other Details	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>
Recommended readings	Required readings are provided via the links on the <a href="#">iLearn</a> Unit page. Recommended readings are listed on the <a href="#">iLearn</a> Unit page.
Inherent Requirements	None

## Unit Schedule

Please see iLearn.

## Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central](https://policies.mq.edu.au) (<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](#)
- [Assessment Procedure](#)
- [Complaints Resolution 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) (<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) (<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>

## 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](http://ask.mq.edu.au) or if you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## Academic Integrity

At Macquarie, we believe [academic integrity](#) – honesty, respect, trust, responsibility, fairness and courage – is at the core of learning, teaching and research. We recognise that meeting the expectations required to complete your assessments can be challenging. So, we offer you a range of resources and services to help you reach your potential, including free [online writing and maths support](#), [academic skills development](#) and [wellbeing consultations](#).

## Student Support

Macquarie University provides a range of support services for students. For details, visit <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.

- [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 Services and Support

Macquarie University offers a range of [Student Support Services](#) including:

- [IT Support](#)
- [Accessibility and disability support](#) with study

- Mental health [support](#)
- [Safety support](#) to respond to bullying, harassment, sexual harassment and sexual assault
- [Social support including information about finances, tenancy and legal issues](#)

## Student Enquiries

Got a question? Ask us via [AskMQ](#), or contact [Service Connect](#).

## 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.