



Ministry of Higher Education and Scientific Research
Lebanese French University – Erbil
College of Administration & Economics
Department of Business Administration



Negotiation Management

Fourth Stage – First Semester

Lect. Hazhar Omer Mohammed

Academic Year: 2024-2025

Course Book



S. No.	Information	Details
1.	Course Name	Negotiation Management
2.	Course Code	BA401NM
3.	Lecturer In-charge	Hazhar Omer Mohammed
4.	College/Department	Administration and Economics/Business Administration
5.	Contact Information	hazhar.muhammed@lfu.edu.krd
6.	Time (in hours) per Week	2 Hours
7.	Office Hours	Thursdays 10:00-2:00
8.	Teacher's Academic Profile	https://ums.lfu.edu.krd/
9.	Academic Title	Lecturer
10.	Keywords	Bargain, Conflict, Negotiation, and Strategy
11.	<p>Course Overview:</p> <p>Negotiation Management is a comprehensive course that explores the strategies, tactics, and processes involved in effective negotiation.</p> <p>It covers key concepts such as conflict resolution, mediation, BATNA, ZOPA, and power dynamics, equipping students with the skills to achieve mutually beneficial outcomes in various negotiation contexts. Through practical exercises and real-world case studies, students will learn to navigate complex negotiations with confidence and ethical considerations.</p>	

12.	<p>Aims & Objective:</p> <p>The Negotiation Management course aims to develop students' abilities to negotiate effectively by understanding and applying key negotiation principles and strategies.</p> <p>The course aims to enhance their skills in achieving optimal outcomes, managing conflicts, and fostering collaborative agreements in both professional and personal contexts.</p>	
-----	---	--



	<p>Objectives:</p> <ol style="list-style-type: none"> 1. To familiarize students with fundamental negotiation concepts, theories, and terminology. 2. To equip students with techniques for resolving conflicts and achieving mutually beneficial agreements. 3. To enable students to implement various negotiation strategies and tactics in different contexts. 4. To teach students how to prepare for negotiations, including assessing BATNA and identifying ZOPA. 5. To promote collaborative problem-solving and the creation of value in negotiations.
13.	Course Requirement: Core Course
14.	<p>Teaching and Learning Method: The module will be delivered to the students through the use of modern technology, case studies, reading material, flipped classroom, video, and case analysis. The student-centered approach will be applied. The strategies to be implemented to target students learning outcomes.</p>
15.	<p>Assessment Scheme:</p> <ul style="list-style-type: none"> ▪ 25 % Mid-term Examination ▪ 15 % Assignments and Quizzes ▪ 60 % Final Examination
16.	<p>Student Learning Outcome:</p> <p>At the end of this course, the student will be able to:</p> <ul style="list-style-type: none"> ▪ Understand and apply key negotiation principles, theories, and terminology ▪ Utilize practical negotiation skills to achieve desired outcomes ▪ Implement conflict resolution techniques to reach mutually beneficial agreements. ▪ Apply appropriate negotiation strategies and tactics to different contexts and scenarios ▪ Critically evaluate negotiation processes and outcomes for continuous personal and professional improvement



17.	<p>Course Reading List and References</p> <p>Course Reading List and References:</p> <ul style="list-style-type: none"> ▪ The Elements of Negotiation Management by J.D. Nyhart, Forgotten Books, First Edition, 2018. ▪ Negotiating Globally: How to Negotiate Deals, Resolve Disputes, and Make Decisions Across Cultural by Jeanne M. Brett, John Wiley & Sons, Second Edition, Jan 2007. ▪ Advanced Negotiation Techniques by Alan McCarthy, Steve Hay, Apress, 2015. ▪ The Negotiation Book: Your Definitive Guide to Successful Negotiating by Steve Gates, Capstone, Second Edition, 2016.
	<p>18. Course Content</p>

Course Content

S. No.	Lecture Week	No. of Hours	Topics
1.	Week 1	2	What is Negotiation, Define Negotiants, Why to Negotiate, Typical Areas where Negotiations are Found.
2.	Week 2	2	Stages of Negotiation,
3.	Week 3	2	Tips for Managing Effective Negotiation, Negotiation Skills One Should Have, Ways to Improve Negotiation Skills
4.	Week 4	2	Challenges for an Effective Negotiation, Advantages and Disadvantages of Negotiation

5.	Week 5	2	Types of Negotiation, Difference Between Integrative Negotiation and Distributive Negotiation
6.	Week 6	2	Process of Negotiation, Difference Between Bargaining and Negotiation,
7.	Week 7	2	Key concept in Negotiation
8.	Week 8	2	Styles of Negotiation Management, Difference Between Competitive and Collaborative Negotiation



9.	Week 9	2	Theories in Negotiation Management,
10.	Week 10		MIDTERM
11.	Week 11	2	Why do Negotiation Fail?, What do you mean by Ethics and How does it matter in Managing Negotiation?
12.	Week 12	2	Conflict and Negotiation in the Workplace, Rules in Negotiation Management, Things Most People Don't Know About Negotiation Management,
13.	Week 13	2	Myths and Facts about Negotiation Management, Common Elements of Negotiation Management,
14.	Week 14	2	Factors Affecting Effective Negotiation Management, 4Ps of Negotiation Management
15.	Week 15		Final Examination

19.	<p>Examinations:</p> <ul style="list-style-type: none"> ▪ Define Negotiation Management ▪ List the different Strategies of Managing Negotiation ▪ Explain Key Concept of Negotiation (BATNA, ZOPA, etc.)
20.	<p>Course Policy:</p> <ul style="list-style-type: none"> ▪ There will be many activities going on throughout the course period to ensure and guarantee the learning outcomes. Therefore, students are expected to pay full attention and participate in all classroom activities in order to maximize their learning and understanding.
21.	<p>Note:</p> <ul style="list-style-type: none"> ▪ Seek help from the lecturer or your classmates whenever you need to. ▪ Time spent in learning is never wasted, however, make sure that you make it enjoyable. ▪ Keep a personal notebook to write down your notes in the lectures. Don't rely on your friend's notes as each one of you is different and has different learning approaches.