



## COURSE DESCRIPTION CARD - SYLLABUS

Course name

Negotiations and contracts [S2Elenerg1>NiU]

### Course

Field of study

Electrical Power Engineering

Year/Semester

1/2

Area of study (specialization)

Electric Energy Exploitation

Profile of study

general academic

Level of study

second-cycle

Course offered in

polish

Form of study

full-time

Requirements

elective

### Number of hours

Lecture

30

Laboratory classes

0

Other (e.g. online)

0

Tutorials

0

Projects/seminars

0

### Number of credit points

2,00

### Coordinators

dr inż. Marcin Nowak

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### Lecturers

### Prerequisites

The student has basic knowledge of the humanities. He also has basic skills in the field of analysis and searching for information for the use of professional practice. The student recognizes the importance of the organization of own work as a component of effective functioning in the professional and social environment.

### Course objective

The aim of the course is to acquire knowledge and skills by students in the following areas: developing the ability to communicate with a partner during negotiations, practical use of the principles of negotiation during group discussions and dialogue, shaping argumentation competences and achieving goals in the negotiation process through the use of various styles and strategies.

### Course-related learning outcomes

Knowledge:

1. the student has knowledge of business communication as well as negotiation styles and strategies
2. the student knows the basic negotiation techniques
3. the student has knowledge of the preparation and conduct of the negotiation process

### Skills:

1. the student is able to define the goal, arguments, alternative solutions and batna in negotiations
2. the student is able to use the acquired knowledge to conduct negotiations effectively
3. the student is able to analyze and critically evaluate the styles of conducted negotiations

### Social competences:

1. the student is able to work in a team and be open to suggestions from other group members
2. the student is prepared to think and act in an entrepreneurial way.
3. the student is aware of the need to develop social competences in the field of conducting business negotiations.

### Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

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The credit scheme is as follows:

1. Preparation of a final work on the negotiation process - 50 points are possible.
2. Final test consisting of closed and open-ended questions - 50 points are possible.

Passing threshold: obtaining a minimum of 50 points, including a final thesis and a test.

### Programme content

Analysis of the negotiation process: the essence and goals of negotiations. General characteristics and assumptions of the negotiation process. BATNA in negotiations. Features of a professional negotiator. Cognitive errors. Cognitive heuristics. Negotiation type: soft, hard and to the point. The role of verbal and non-verbal communication during negotiations. Negotiation techniques. Self-presentation in negotiations. Unethical behavior during negotiations. Intercultural barriers to negotiations.

### Teaching methods

Lecture: informative lecture - multimedia presentation illustrated with examples given on the board.

### Bibliography

#### Basic

1. Cialdini R., (1994), Wywieranie wpływu na ludzi, Gdańskie Wydawnictwo Psychologiczne, Gdańsk.
2. Sambor W. i inni, (2013) Scenariusze negocjacji biznesowych, trening umiejętności, Poltex, Warszawa
3. Kahnemann, D. (2012). Pułapki myślenia. O myśleniu szybkim i wolnym. Media Rodzina, Poznań.
4. Negocjacje w biznesie, PARP, Projekt UE ze środków

EFS, [https://www.parp.gov.pl/storage/publications/pdf/2014\\_negocjacje\\_w\\_biznesie.pdf](https://www.parp.gov.pl/storage/publications/pdf/2014_negocjacje_w_biznesie.pdf)

#### Additional

1. Solutions for Avoiding Intercultural Barriers at the Negotiation Table <https://www.pon.harvard.edu/daily/business-negotiations/solutions-for-avoiding-intercultural-barriers/>
2. 10 Great Examples of Negotiation in Business, <https://www.pon.harvard.edu/daily/business-negotiations/these-examples-illustrate-the-importanceof-negotiation-in-business/>
3. Case Study of Conflict Management: New Dispute Resolution Skills, <https://www.pon.harvard.edu/daily/business-negotiations/new-conflict-management-skills/>
4. Nowak, M.; Ziomek, J.; ,Intuitive and Rational Cognition in the Theory and Practice of Management Sciences, Problemy Zarządzania,,2/2019 (82),142-154,2019

### Breakdown of average student's workload

	Hours	ECTS
Total workload	55	2,00
Classes requiring direct contact with the teacher	30	1,00
Student's own work (literature studies, preparation for laboratory classes/ tutorials, preparation for tests/exam, project preparation)	25	1,00