Negotiation & Counseling

Code: HRMT-342

Course Name: Negotiation & Counseling

Course Type: Core

Pre-Requisite:

Concentration

Course Level:

<table>
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<tr>
<th>Year 1:</th>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Summer Semester</th>
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<td>Year 2:</td>
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<td>Year 3:</td>
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Course Description:
This course focuses on the different aspects of Negotiation and Counseling and provides an opportunity to the students to develop the required skills in this field.

Objectives:
- To inculcate the understanding about the process of Negotiation & Counseling.
- To develop skills of Negotiation and Counseling among the students.

Learning Outcomes:
After going through with this course, the students are expected to develop a sound knowledge in the field of Negotiation & Counseling.

Skills to be developed throughout the Course:
Students will develop their analytical and oral communication skills via case study work carried out in seminar sessions. Information technology and written communication skills will be developed when completing the written assignment which will also test student’s creative skills and their abilities to present theoretical information in practical situations.
Students are encouraged to make use of IT facilities particularly web sites to support research and reading.
Learning Resources:

1. Text Books

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<th>Author</th>
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<th>Year</th>
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2. e-Library Reserves

- http://www.emeraldinsight.com/insight
- http://www.humancapitalonline.com

3. Internet

- **Ebsco Business Source Premier**: A database containing several hundred key business and management journals with full text articles updated daily.
- **Courseware**: Specific research support resources and documents, selectively posted to complement and build upon materials available in proctor’s methodological text. Such documentation will typically be posted regularly.
- www.decalibrary.org
- www.ipl.org
- www.emc.com

4. Journals

- Organisational Dynamics
- European Management Journal
- British Journal of Industrial Relations
- Journal of International Management

**Delivery and Teaching Strategy**: (Lecture, Online, Physical, blended, self directed through CD, web based courses and DVD)

**Methods of Instruction**: It would be based on Lecture, demonstration and assignment review. Questions are encouraged and participation is expected.

**Assessment Strategy**:

a. First Mid Term Exam: 20 Marks to be held on……..Day,……..Month, 20..

b. Second Mid Term Exam: 20 Marks to be held on……Day,……Month, 20..

c. Attendance, Participation & Assignment: 10 Marks

d. Final Exam: 50 Marks

e. Total: 100 Marks
**Syllabus Change Policy:** This syllabus is a guide for the course and is subject to change with advanced notice.

**Course Contents:**

<table>
<thead>
<tr>
<th>UNIT</th>
<th>Course Topic</th>
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<tbody>
<tr>
<td>1</td>
<td><strong>Introduction to Negotiation:</strong> Negotiation – Meaning - Definition - Importance, Principled Negotiation, functional contents of Negotiation, Developing a Strategy, Bargaining, Closing, points to be remembered in negotiation process, Important rules of conduct in Negotiation.</td>
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<td>3</td>
<td><strong>Negotiation Sub-Processes:</strong> Moods, Emotion and Negotiation – Positive &amp; Negative Emotions and Moods – Purpose, Component &amp; Advantages of Emotions, Communication in Negotiation – Role of communication – Key aspects of communication – Basic model of communication – level of communication – key communication skills and BATNA – Elements &amp; Importance.</td>
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