COURSE NAME: Negotiations  
COURSE NUMBER: MGMT 574-400  
COURSE CREDITS: 3 credit hours

Note: Sample syllabi may not have the most up-to-date information. For accuracy, please check the ECampus Schedule of Classes to see the most current instructor information. You can search for contact information by name from the OSU Home Page.

IN-PERSON MEETINGS: This course includes 2-3 required in person meetings in Portland and 2-3 “live” (synchronous) video conference meetings. Students are also expected to meet with one another in small groups via telephone or video conference each week.

CONTACT INFORMATION
Dr. David C. Baldridge; david.baldridge@bus.oregonstate.edu; Austin Hall 467, office hours by appointment

COURSE DESCRIPTION
Students will learn the theories of negotiation and the techniques to develop an effective negotiation style. PREREQS: BA 516 with a minimum grade of C- or better and graduate standing.

This course combines approximately 90 hours of instruction, online activities, and assignments for 3 credits.

MEASURABLE LEARNING OUTCOMES
Students who successfully complete this course will be able to:
1. Discuss, analyze and apply negotiation techniques toward attainment of organizational objectives [Executive Leadership track learning objective 1d].
2. Evaluate their own and other's negotiation and conflict management style tendencies.
3. Effectively analyze negotiation and conflict situations and prepare for individual and multi-party negotiations.
4. Create and implement a plan for improving their negotiation skills.

LEARNING RESOURCES
- Harvard Business School negotiation role plays (see required readings for each unit; materials are available for purchase via http://hbsp.harvard.edu/product/cases)
- Other readings may be available via the OSU Library http://osulibrary.oregonstate.edu/research-databases (via the “Business Source Premier” research data base)

NOTE: For textbook accuracy, please always check the textbook list at the OSU Bookstore website. Sample syllabi may not have the most up-to-date information.
Students can also click the ‘OSU Beaver Store’ link associated with the course information in the Ecampus schedule of classes for course textbook information and ordering.
### EVALUATION OF STUDENT PERFORMANCE (SUMMARY)

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**Workload and grading expectations.** Students are expected to dedicate an average of nine hours per week in intensive study for this course including time spent in class. All assignments are graded based on demonstrated mastery of course materials and attainment of course learning objectives. An “A” is earned by excellent students who exceed expectations and out-perform peers. A “B” is earned for work that meets expectations for a graduate level course. Lower grades are earned for work that fails to meet minimal requirements.

### EVALUATION OF STUDENT PERFORMANCE (MAIN ASSIGNMENTS)

1. **Class participation.** (25 points total; 5 points per unit). I intend to run this course in a seminar format. Your participation score will be based on your demonstrated mastery of course concepts and the value that you add to both in-person and online larger group discussions. As part of your class participation, you will be asked to make discussion board posts & responses for most online sessions. I will look for thoughtful contribution that demonstrates mastery of course concepts and attainment of course learning objectives. I will also expect you to demonstrate leadership and to evaluate your own work as well as that of others.

2. **Online team presentation.** (25 points). Your team’s assignment is to create a presentation roughly 10 minutes in length that other students can view via Canvas. Most teams create videos or voiceover PowerPoint presentations, however, other creative approaches are encouraged. This project is an opportunity for you to contribute to the course. Drawing on your team’s prior experiences, mentors, work organizations, research, etc., what can your team present that will contribute to other students’ mastery of course concepts and attainment of course learning objectives? Topics related to negotiation, persuasion, influence and conflict resolution are encouraged. Please make your presentation enlightening, engaging and professional.

3. **Role play preparation, participation and discussions.** (100 points total; 25 points per unit for units 2-5). For each unit, you will be asked to prepare, participate in, and debrief a negotiation role play. Your role play involvement will be evaluated based on your preparation, active involvement throughout the role play exercise and on the quality of your analysis, write-ups, posts and responses including your self-assessment and peer evaluations. Again, I will look for thoughtful contribution that demonstrates mastery of course concepts, attainment of course learning objectives and the value that you add to others students’ learning.

4. **Final exam.** (25 points). The final “take home” exam will cover ALL course material (i.e., required readings, in class material, guest speakers, student presentations, activities, etc.) and may include short answer, multiple choice and essay questions.

### TECHNICAL ASSISTANCE

If you experience computer difficulties, need help downloading a browser or plug-in, need assistance logging into the course, or if you experience any errors or problems while in your online course, contact the OSU Help Desk for assistance. You can call 541-737-3474, email osuhelpdesk@oregonstate.edu or visit the [OSU Computer Helpdesk online](#).
GENERAL COURSE POLICIES

1. **Academic dishonesty.** According to OSU student conduct regulations, academic dishonesty is defined as an intentional act of deception in which a student seeks to claim credit for the work or effort of another person or uses unauthorized materials or fabricated information in any academic work. All cases of suspected academic dishonesty will be handled in strict accordance with University and College policies. Please refer to Office of Student Conduct website for more information http://studentlife.oregonstate.edu/studentconduct. Students are expected to know and to follow University policies http://oregonstate.edu/leadership/policies/former-osu-oar-links/15-student-conduct-code and College policies.

2. **Incompletes.** Incomplete (I) grades will be granted only in unusual circumstances (e.g., usually only for a death in the family, major illness or injury, or birth of your child), and if the student has turned in 80 percent of the points possible (in other words, usually everything but the final paper or exam). If you are having any difficulty that might prevent you from completing the coursework, please do not wait until the end of the term; let me know right away.

3. **OSU student evaluation of teaching.** Course evaluation results are extremely important and are used to help me improve this course and the learning experience of future students. Results from the 19 multiple choice questions are tabulated anonymously and go directly to me and department heads. Student comments on the open-ended questions are compiled and confidentially forwarded to each instructor, per OSU procedures. The online Student Evaluation of Teaching form will be available toward the end of each term, and you will be sent instructions by Ecampus. You will login to “Student Online Services” to respond to the online questionnaire. The results on the form are anonymous and are not tabulated until after grades are posted.

4. **Disability accommodation.** Accommodations are collaborative efforts between students, faculty and Disability Access Services (DAS). Students with accommodations approved through DAS are responsible for contacting the faculty member in charge of the course prior to or during the first week of the term to discuss accommodations. Students who believe they are eligible for accommodations but who have not yet obtained approval through DAS should contact DAS immediately at 737-4098.

5. **Missed classes.** Make-up quizzes, exams, presentations, etc. will only be provided with advance approval or in the case of documented medical emergencies. You must receive advance approval in writing at least two weeks in advance. If you miss other classes, it is your responsibility to make sure that you complete all assignments and master material covered on the day of your absence. You should talk to a classmate to discuss what you missed, review their notes and check the course website for updates.

6. **Late assignments and exams.** Unless you have an acceptable reason and get advance approval, 5 percent of the available points will be deducted for each day that an assignment is late.

7. **Typing and writing.** Excluding work completed in class, assignments must be typed (single spaced, one inch margins, 12 point Times New Roman font). Well-written English and correct spelling are expected. Please be sure to identify your section number on all assignments and exams.

8. **Email communication.** I will communicate with you regularly via email. I will use whatever email address you have in Canvas (You can change this address; I cannot.). You are responsible for checking your email at least daily, excluding weekends and holidays.
9. Syllabus changes. This syllabus is a guide, not a contract, and therefore may be changed as necessary. If changes are made, I will announce them via an email sent to your ONID email address, generally at least one class in advance.

COURSE SCHEDULE

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<th>Readings</th>
<th>Activities &amp; Assignments</th>
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<td>Week 2 In-person</td>
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<td>Week 2: In-person</td>
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<td>Unit 2</td>
<td>Week 3 Online</td>
<td>-Shell (textbook): Chapter 2, Chapter 3&lt;br&gt;-Harvard Business School: Hamilton Real Estate role play (purchase online via hbr.org; your side of this negotiation simulation role play only)</td>
<td>-Role play preparation small group post (due Sunday 11:59 PM)&lt;br&gt;-Role play preparation small group response (due Wednesday 11:59 PM)</td>
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<td>Week 4 Online</td>
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<td>-Informal WebEx discussion&lt;br&gt;-Unit 2 general discussion board (to entire class) posts (due Sunday 11:59 PM) responses are optional</td>
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<td>Unit 3</td>
<td>Week 5 Online</td>
<td>-Shell (textbook): Chapter 4, Chapter 5, Chapter 6&lt;br&gt;-Harvard Business School: The Pacific Sentinel role play (purchase online via hbr.org; your side of this negotiation simulation role play only)</td>
<td>-Role play preparation post (due Sunday 11:59 PM)&lt;br&gt;-Role play preparation response to others in your small group (due Wednesday 11:59 PM)</td>
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<td>Week 6 Online</td>
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<td>-Informal WebEx discussion&lt;br&gt;-Unit 3 general discussion board (to entire class) posts (due Sunday 11:59 PM) responses are optional</td>
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<td>Unit 4</td>
<td>Week 7 Online</td>
<td>-Shell (textbook): Chapter 7, Chapter 8, Chapter 9, Chapter 10&lt;br&gt;-Harvard Business School: RetailSoft role play (purchase online via hbr.org; your side of this negotiation simulation role play only)</td>
<td>-Team presentations (due Sunday 11:59 PM)&lt;br&gt;-Role play preparation post (due Sunday 11:59 PM)&lt;br&gt;-Role play preparation response to others in your small group (due Wednesday 11:59 PM)</td>
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<td>Week 8 Online</td>
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<td>-Informal WebEx discussion&lt;br&gt;-Unit 4 general discussion board (to entire class) posts (due Sunday 11:59 PM) responses are optional</td>
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<td>Unit 5</td>
<td>Week 9 Online</td>
<td>-Shell (textbook): Chapter 11, Chapter 12&lt;br&gt;-Harvard Business School: Negotiating Corporate Change role play (purchase online via hbr.org; your side of this negotiation simulation role play only)&lt;br&gt;- (Optional reading) Cialdini, R. (2013). The Uses (and Abuses) of Influence. Harvard Business Review, 91(7), 76-81. (OSU Library)</td>
<td>-Role play preparation post (due Sunday 11:59 PM)&lt;br&gt;-Week 9: In-person</td>
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<td>Week 10 In-person</td>
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<td>-Unit 5 general discussion board (to entire class) posts (due Sunday 11:59 PM) responses are optional</td>
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COURSE SITE LOGIN INFORMATION

Information on how to login to your course site can be found [HERE](#).

REFUND POLICY INFORMATION

Please see the [Ecampus website](#) for policy information on refunds and late fees.