

Open University of Mauritius

Employability Skills Programme

Winning a Negotiation – Oues009

Introduction

Negotiation is a skill that we use almost every day either consciously or unconsciously. From early age, as kids we learn how to negotiate with our parents over what we want. But, as we grow we do not focus much on that particular skill thus becoming less successful in getting exactly what we want. Unfortunately, most of us are not trained systematically on negotiations even though this skill is essential and beneficial in every walk of life for a peaceful and stress free living.

Summary of the Course:

In this course, you will be introduced to negotiation, basic principles of negotiation and will explore the stages and model of the negotiation, as well as emotions and ethics in negotiation which prepares you for a variety of situations to deal with. You will get the opportunity to further investigate alternatives to negotiations through learning activities including illustrations, narrations, case studies, scenarios and videos. Upon successful completion of this course, you will be able to develop more effective negotiation skills both in your personal and professional settings.

It is a 20-hour short course based on the following six units:

1. Unit 1 – Introduction to Negotiation
2. Unit 2 – Preparing for Negotiation
3. Unit 3 – Negotiation Imperatives – 10 principles
4. Unit 4 – Negotiation Imperatives – 5 styles
5. Unit 5 – Negotiation Imperatives – 2 approaches
6. Unit 6 – BATNA
7. Unit 7 – Communication in Negotiation

Course Learning Outcomes:

By the end of this course, you should be able to:

- . Show understanding of the underlying principles of negotiation skills
- . Use negotiation techniques that move you closer to a win/win outcome
- . Demonstrate negotiation process by following a step-by-step approach
- . Interpret role of emotions while negotiating
- . Derive specific values based on negotiation ethics