

Docherty, *The Little Book of Strategic Negotiation*:

Week 15 (Apr 16 – Apr 20): Consultation week

IX. Instructional Methods

This course is structured as an on-going *colloquium*. Each student is required and strongly encouraged to interact systematically with the instructor and the other students in the class, in order to discuss the weekly readings and/or any other questions, issues or concerns that are relevant to the successful operation of the course.

Students are expected to have completed all assigned readings *before* taking part in any class or group discussion. Students are also expected to have supplemented these with additional readings on each week's topic from other relevant scholarly resources. Class and group discussions must show sufficient evidence that the student is keeping up with the readings, continuing to think about the topics examined in the course, and improving his/her own communication and negotiation skills.

As the method of instruction outlined above clearly suggests, responsible student participation in group/class discussions and presentations is a *sine qua non* of a successful collective learning experience. Each student's participation in this course will be measured by the extent and quality of her/his contribution to the group and class discussions that are necessary for the completion and timely submission of weekly assignments papers and group presentations.

X. Assignments

The following are assignments you will complete in this course.

Attendance

We will meet in GotoTraining virtual classroom. If for good reason given you cannot attend a GotoTraining session, you will need to review the class recording for the missed session and write a report which must be **1 page for masters students and 2 pages for PhD students**. The report must be submitted by the class following the missed class and will be a review of the assigned readings as well as a reflection on the class discussion. **Attendance is worth 10 points.**

Participation

Participation and attendance on a regular basis are necessary. Well-informed, active participation in discussion groups and assignments is expected from each student. Students will be expected to have completed the reading assignments for each week and to ask relevant questions and make salient comments. You must contribute to the class discussions in a well-informed manner. Your analyses, comments and questions do not have to be "right" as there are no definitive answers to many questions we will discuss, but they must be well-informed (meaning that you have done the required reading and reflected on the issues). Mere attendance is not tantamount to participation. **Participation is worth 10 points.**

Discussion Leadership

Each student (alone or in a group) will be tasked with leading a discussion on particular material for a given week. On that week they will be responsible for thinking deeply about the assigned reading and presenting to the class its key points and significance. The weekly presenter(s) should thoroughly familiarize themselves with the readings, and then analyze them by evaluating the readings, identifying connections to other topics and materials in the course.

The lead discussants will give their presentation, sum up key ideas raised in the discussions, and report any areas of disagreement or confusion. The focus of the presentation should be on analysis and not repetition of the material offered in the course texts. Make your presentation creative and engaging by analyzing the material, supplying your own original examples to illustrate key points, and noting applications to the field of peace and conflict, etc. Grading will be assigned according to the quality of the presentations. The presentations will be assessed according to the following criteria:

- Style and clarity – your presentation should be clear and easy to follow
- Raising and answering questions related to the assigned readings

Presentation Assignment

- Evaluating the material being presented (point out strengths, weaknesses, areas that could be improved, etc.)
- Sharing ideas and insights
- Relating and synthesizing ideas to/with other relevant material from course or elsewhere
- Identifying links or relationships to earlier discussions in the course
- Pointing out implications for conflict analysis and resolution

To engage the class in a creative, clear, and engaging manner, presenters can use power-point, prezi, handouts or other techniques. Be ready to answer student questions if they did not understand something from the presentation. These presentations will help prepare you for various activities in your scholarly life, for example, as graduate students you should be planning to attend professional conferences and to make presentations.

Presentation lengths will generally vary according to the material covered; however, the total time required for all of the student seminar presentations for a given week should not exceed 30 minutes. **Discussion leadership is worth 10 points**

Etiquette

In order for us to have a productive learning community, it is important to value and respect one another, as well as treating each other's ideas fairly. Sometimes this can be challenging when sensitive topics are discussed, as will frequently be the case in this class. To make the classroom a safe environment for interaction, I insist on respectful disagreement. Abuse of others, their ideas and/or their positions will not be tolerated. As a scholarly practice, try to use evidence to back-up your assertions wherever possible. Similar etiquette is expected on the discussion board and in email communication.

If you cannot meet these expectations, I will take action to address your behavior, up to and including lowering your participation grade or expulsion from the class. Please contact me at the earliest opportunity if you have any concerns regarding class communication and I will address the concerns as soon as possible.

Papers

All papers must be submitted through the assignment box in Canvas. DO NOT submit hard copies of slip papers under my door. Graded papers will be returned similarly through the assignment box. Familiarize yourself with this feature of Canvas BEFORE the first written assignment is due. The rubric for the papers is attached at the end of this syllabus. Papers must be submitted in MS Word, 12 point font only.

Integrative Papers

There will be two integrative papers required of you. The papers should synthesize significant insights that you have learned from course materials (readings, class discussions, presentations, etc.) over the course of several weeks. The papers should discuss theories, concepts, and the tools that have been considered in the class, your personal reflections on them, as well as potential applications in examples of past, present, or future negotiations. For these papers, you are not required to cite any work outside of the course materials, though you can if you want to. The papers should be written as formal academic papers, with an introduction, main body and a conclusion. The papers should be in MS Word, [Masters students 5 pages in length, PhD students 7 pages in length] double spaced, Times New Roman, 12 point font.

The first integrative paper is **due on February 12th** at 11:30 pm Eastern Standard Time. This paper will cover discussions and readings from the first 4 weeks of the course.

The second integrative paper will be **due on March 19th** at 11:30pm Eastern Standard Time and it should be integrative of all the materials covered from week 5 to March 12th. **Each integrative paper is worth 10 points for a total of 20 points towards your final grade.**

Residential Week simulation and reflection

At RI, you will be involved in a negotiation simulation. Because this is a practice course, **RI waivers will not be granted** so please plan on attending RI. Over the course of this simulation you will prepare and participate in a negotiation exercise for a given scenario. You will then evaluate your performance in the negotiation both as a group and as an individual. The group evaluation will be verbatim and the individual evaluation will be in the form of a written paper. I will circulate some of the instructions and details of the negotiation simulation before RI and hand out other details when you get here. **The simulation**