

Online Course Syllabus – Fall 2021
Delivery Platform: Blackboard Collaborate

Course Information

Course Number/Section OB 6332.001 / OB 6332.0W1/HMGT 6324.001 /
OPRE 6396.001 / SYSM 6313.001 /MECO 6352.001
Course Title Negotiation

Professor Contact Information

Professor James Honeycutt, PhD
Cell Phone 225-252-0032
Email Address Please use course messages within eLearning
Online Office Hours Mondays 8:30 am to 9:30 am in Microsoft Teams, and by appointment (use course messages in eLearning).

Contact for all eLearning technical issues eLearning@utdallas.edu

Members of the eLearning team will monitor the eLearning email address and will respond back to any emails within one workday (Monday – Friday from 8:30am – 5:30 pm, with the exception of official school holidays). For any technical assistance outside these days and times, UT Dallas provides eLearning technical support 24 hours a day, 7 days a week. The [eLearning Support Center](#) services include a toll-free telephone number for immediate assistance (1-866-588-3192), email request service, and an online chat service.

The following italicized information has been provided by the University. Information related specifically to our course begins with the “About Me” section.

COVID-19 Guidelines and Resources

The information contained in the following link lists the University’s COVID-19 resources for students and instructors of record.

Please see <http://go.utdallas.edu/syllabus-policies>.

Class Participation

A portion of the grade for this course is directly tied to your participation in this class through engaging in discussion boards. Class participation is documented by faculty. Successful participation is defined as consistently adhering

to University requirements, as presented in this syllabus. Failure to comply with these University requirements is a violation of the [Student Code of Conduct](#).

Class Materials

The Instructor may provide class materials that will be made available to all students registered for this class as they are intended to supplement the classroom experience. These materials may be downloaded during the course, however, these materials are for registered students' use only.

Classroom materials may not be reproduced or shared with those not in class or uploaded to other online environments except to implement an approved Office of Student Accessibility accommodation. Failure to comply with these University requirements is a violation of the [Student Code of Conduct](#).

About Me

I am James Honeycutt. I am an LSU Distinguished Professor Emeritus and a lecturer in Organizational Behavior, Coaching, and Consulting in Executive Education. I have been at UTD since 2019, having returned to my hometown of Dallas (Richardson) after a 44-year absence. I have taught courses in conflict resolution, negotiation, and organizational behavior. My research interests include mental imagery (imagined interactions) in terms of people replaying arguments in their minds, music therapy to reduce conflict, cognition, personality, influence, and negotiation. I enjoy classic rock n roll, symphonic music, bicycling, and my family including my Golden Doodle, Abby.

Course Description

Negotiation is the science and art of reaching agreements between interdependent parties who seek to maximize their outcomes. In general, negotiations occur to either create something new that neither party could create alone or to resolve an issue or dispute between parties. The development of negotiation skills will help you analyze issues from a variety of perspectives and secure acceptance of the solutions you reach. Sound principles derived from the studies of cognitive psychology, social psychology, communication, economics, and decision making provide the theoretical underpinnings of the course.

Student Learning Objectives/Outcomes

- 1) Be able to assess a conflict situation and develop and implement a plan to manage it.
- 2) Break down negotiation situations into their parts and choose the most effective method to solve them.
- 3) Analyze your own bargaining styles and learn how to interpret and apply them.
- 4) Understand and apply influence techniques to your work and life experiences.
- 5) Understand strategies for conflict resolution.

Required Textbooks and Materials

Essentials of Negotiation 7th ed., Lewicki, Saunders & Barry, McGraw-Hill Irwin, Free access code to the eBook and McGraw-Hill connect will be provided in the second week. No need to purchase a paper copy of this book.

Negotiation: Readings, Exercises and Cases, 6th ed. Lewicki, Saunders & Barry, McGraw-Hill Irwin, 6th edition ISBN: 97800-07-353031-4;

Textbooks and some other bookstore materials can be ordered online through Off-Campus Books, through amazon, and other google sites; <http://www.offcampusbooks.com> or the UT Dallas Bookstore <http://www.bkstr.com/texasatdallasstore/home>.

Technical Requirements

In addition to a confident level of computer and Internet literacy, certain minimum technical requirements must be met to enable a successful learning experience. Please review the important technical requirements on the Getting Started with eLearning webpage <https://ets.utdallas.edu/elearning/students/current/gettingstarted>.

Course Access and Navigation

The course can be accessed using the UT Dallas NetID account at: <https://elearning.utdallas.edu>. Please see the course access and navigation section of the site <https://ets.utdallas.edu/elearning/students/current/getting-started> for more information.

To become familiar with the eLearning tool, please see the Student eLearning Tutorials <https://ets.utdallas.edu/elearning/students/current/tutorials>.

UT Dallas provides eLearning technical support 24 hours a day/7 day a week. The eLearning Support Center <https://ets.utdallas.edu/elearning/helpdesk> services include a toll-free telephone number for immediate assistance (1-866-588-3192), email request service, and an online chat service.

Communication

In addition to in-class communication, this course also utilizes online tools for interaction and communication. For more details, please visit the eLearning Tutorials webpage <https://ets.utdallas.edu/elearning/students/current/tutorials> for video demonstrations on eLearning tools.

Interaction with Dr. Honeycutt

I will communicate with you using the eLearning Messages, Discussion Board and Announcement tools. I post public information. You may contact me through course messages within eLearning. We can also arrange calls through Teams, if necessary. I will reply to your private email messages as promptly as I can. Weekly MSTEams office hours, day and time to be determined or by appointment.

If you have technical difficulties contact eLearning support as listed under CourseAccess and Navigation. I am not a technical expert. Rely on me for content

Student Resources

Students have access to resources including the McDermott Library, Academic Advising, The Office of Student Access Ability, Google Scholar, and others. Please see the eLearning Current Students page <https://ets.utdallas.edu/elearning/students/current> for details.

Server Unavailability or Other Technical Difficulties

The University is committed to providing a reliable learning management system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor will provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and also contact the online eLearning Help Desk <https://ets.utdallas.edu/elearning/helpdesk>. The instructor and the eLearning Help Desk will work with the student to resolve any issues at the earliest possible time.

Let's Get Started Accessing Course Material

In the Course Menu (on the left side of the screen), you will find a link called **Course Homepage**. This area will have the following materials:

- **Getting Started** - UTD eLearning information
 - **Course Syllabus**
 - **Learning Units** – This is where you will access the PPT's and six video lectures
- Module 0**
- Syllabus
 - Personal Statements – may also be accessed from the **Discussion Board**

Note: There are two modules in the course: Module 1 is Basics of Negotiation. Module 2 is based on conflict resolution.

Course Design

This course is supplemented on the Discussion Board. The Discussion Board is divided into several threads as follows:

General Class Bulletin:

- Messages from Dr. H. – I will send messages and post interesting information here.
- Messages for Dr. H. – Post public messages for me here.
- Messages for TA – They are the keeper of the gradebook.
- Personal Statement – This is an easy 100% for 2% of your grade. Post on time, the information I requested below. It is interesting to read and respond to the posts of your fellow classmates.
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Assignments

Chapter and Lecture PPT Quizzes: (19 total quizzes; 7 points each, 35% of the final grade)

There are 12 chapters in the Essentials of Negotiation eBook. Each of these chapters acts as a unit. We have posted PPT summaries of the chapters in each unit. Additionally, there are six lectures dealing with conflict resolution and a PPT on emotional intelligence and negotiation. These lectures are recorded with a video introduction and voice narration by Dr. Honeycutt. There will be quizzes-based on access through McGraw-Hill Connect and the PPT lecture slides throughout the semester. These quizzes will consist of objective items including multiple choice format. **Each quiz will contain 7 items and is worth 7 points. The deadline for all chapter and lecture quizzes is the end of the week during which these units are covered.**

Practice Learning Exams: (2 exams, 30 points each, 6% of the final grade)

You will be expected to take two “practice exams” by the deadlines indicated on the syllabus. The practice exams are preparatory for the final exam. **This is an idea from Neuroscience, where research has indicated the most effective way to learn information is by taking practice exams! You will receive feedback from each exam regarding incorrect responses.** However, credit for the exam is awarded simply by taking the exam by the deadline indicated. That is, if you take the exam by the indicated deadline, you will receive maximum credit for the exam, regardless of your actual grade. These exams will take place in week 8 (covering units 1-6) and finals week (covering units 7-13). There will be 30 items for each test. The question format will be the same as the book chapter and lecture quizzes. The motivation for studying these tests is to see exactly how you do without being punitively stressed. This is what cognitive neuroscience suggests.

Final Exam: (30 points, 6% of the final grade)

During Finals Week, you will have a final exam based on the practice exams. The test contains 30 items, with 15 items drawn from each practice exam.

Personal Statement (2%) Due 9/12/2021 11:00 pm CT

Post your personal statement on the discussion board. Provide the following information in this numbered order:

1. Your name. Which course are you enrolled in (OB, HMGT, OPRE, SYSM, MECO)?
2. A description of your job and employer/industry information (current or previous)
3. Your familiarity with any negotiation concept (scan your textbooks, the module outlines, or your course schedule for ideas)
4. Where you are located geographically
5. What you hope to gain from this course
6. Anything else that is important to you that will give us a fuller picture of who you are
7. You may also provide pictures of you, your spouse, your children, your best animal friend, your car, etc.

Discussion Boards: There are 13 discussion boards, based on each unit. You must post twice on each discussion board. The first post is your answer to the general question that is posted by Dr. Honeycutt for each unit. The second post is your response to a classmate’s initial post. All posts should be civil and reflective. **(1 point for each post, 1 point for civility for a total of 3 points, Cumulative total**

points range from 0 to 39, 33% of final grade).

Note: Discussion Board Topics correspond to each unit as noted

Module 1: Basics of Negotiation

Unit 1 - The Nature of Negotiation and Conflict (Lewicki, Chp. 1)

Unit 2 - Strategies and Tactics of Distributive Bargaining ((Lewicki, Chp. 2)

Unit 3 - Strategies and Tactics of Integrative Negotiation (Lewicki, Chp. 3)

Unit 4 - Negotiation: Strategy and Planning (Lewicki, Chp. 4)

Unit 5 - Perception, Cognition and Emotion ((Lewicki, Chp. 5)

Unit 6 – Reciprocation and Communication (Lewicki, Chp. 6)

Module 2: Conflict Resolution

Unit 7 - Power in Negotiations; Dominance and Asymmetry of Predictability (Lewicki, Chp. 7)

Unit 8 - Ethics and Deception in Negotiation; Evolutionary Views on Conflict Escalation (Lewicki, Chp. 8)

Unit 9 – Relationships in Negotiation; Anger and Emotional Conflict in Interpersonal relationships (Lewicki, Chp. 9)

Unit 9b—Forgiveness and Revenge; Mediation and Arbitration

Unit 10 - Multiple Parties and Teams (Lewicki, Chp. 10)

Unit 11- International and Cross-Cultural Negotiation (Lewicki, Chp. 11)

Unit 12 – Best Practices and Advice for Arguing (Lewicki, Chp. 12)

Team Video Presentation Case Study Projects

The Project

The video team project presentation occurs throughout the semester and are based on case studies from Negotiation: Readings, Exercises and Cases. You do not need to facilitate material based on concept(s) we are discussing during a particular week. **For maximum points back up your ideas with academic material cited on your slides and provide a reference list using APA; <https://www.mendeley.com/guides/apa-citation-guide>** It is noted that the book uses MLA format, but APA is much better because the identity of the source is immediately identified by the surnames of the authors. You will present a video discussion based on a case study from Negotiation: Readings, Exercises and Cases . You will be assigned one of eight case studies. However, since there are ten groups, four groups will have the same case study that a different group is analyzing. Each team will turn in a folder containing Power Point slides that you will show in the visual presentation, Prezi, video clips, YouTubelinks, or anything else that illustrates the key points for the video presentation. The presentation and slides should clearly illustrate course concepts taken from either of the two books. **You must define three or four course concepts from any of the readings.** Each case study has a few simple questions that can you answer. Provide the source of the definition, in APA format. The video presentation should be 7-10 minutes in length.

Note 1: Provide citations using APA format within your facilitation when you use other peoples' works and provide a reference list. The quality of your

research is a key component in obtaining a high grade on this assignment. You will turn into the TA and myself, a copy of the PPTs (including references and links) associated with the presentation.

Note 2: Post your team presentation material for your classmates by the due date noted in the academic calendar.

Grading Rubric Team Project Evaluation (Total = 40 points, 20% of Total Grade)

Structure 30% (Maximum of two points for each)

Introduction: gains attention, creates ethos, sets an agenda

Conclusion: summarize, leaves an impression, provides three or four main points from the book

Organization: logical, coherent, smooth transitions, adherence to time limit

Content 70%

Main points: clear, logically presented, adequately explained, demonstrates knowledge

Supporting Materials: relevant, persuasive, effective visuals, posted on time

Research citations: proper APA citations within the material, Quality of APA reference list

Team Peer Evaluation

We want all members to contribute fully to the team facilitation project; therefore, you are required to complete an evaluation of your participation and the participation of your teammates. Consider each member's ability to adhere to deadlines, availability, interpersonal skills, creativity, leadership, and responsibility to the team. The Team Peer Evaluation is confidential. Team evaluations are submitted under the *Assignment: Peer Evaluation* link. **Type in your evaluation. Do not add an attachment.** Follow the guidelines below. If you fail to turn in the Team Peer Evaluation on time, I will deduct 10 points from your individual grade for the team facilitation project.

Overall Evaluation

I will review the feedback and determine the percentage of the team grade you have earned based on the average of fellow student ratings. It is my hope that everyone receives an A and earns 100% of the team grade. If you are consistently rated low, you may jeopardize your final team project score. The moral of the story is "don't be a social loafer." Also, it will help you learn how to get the most out of team members in your workplace.

Grading Rubric

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|-------------------|-----|---|
| Full contributor: | (A) | 100% of team points; contributed fully to the team project. |
| Less than full: | (B) | 85% of the team grade |
| | (C) | 75% of the team grade |
| | (F) | 50% of the team grade |

(0) 0% of the team grade

Provide the following information in this format.

List team member names in alphabetical order by last name and assign a grade. Include yourself in the list:

1. Explain the contributions that each team member made. Why did you grade each person the way you did? Be specific. Justify any grades you assign that are below an "A".
2. What worked well within your team and what would you do to improve your team process?
3. What role did each team member take?

Honor Code

Students are expected to respect the integrity of the course and their fellow students. Do not share any information about your classmates with others. We need to feel secure in order to fully gain from the course experiences. Regarding experiential exercises, you may not share confidential information with the other parties. However, you may reveal what you like during the negotiation process as long as you do not fabricate information that substantially changes the power distribution of the exercise or read verbatim from your confidential information. You may use any strategy except physical violence to reach agreement. You may not borrow notes about simulations, discuss exercises and cases, or, in any other manner, obtain information related to this course from previous or current students. All of your work must be original. Plagiarism in any form will not be tolerated.

Tentative Academic Schedule

Legend

T = Textbook: Essentials of Negotiation

R = Negotiation: Readings, Exercises and Cases

Weeks/ UNITS/ DATES	TOPIC	READING/PPTS	ACTIVITIES (Activities may also be announced during the semester)	DUE DATES
Week 1 8/23-8/29	Preliminary announcements through eLearning			
Week 2, Module 1: Basics of Negotiation	The Nature of Negotiation and Conflict	Chp. 1 (T) PPT for T Chp. 1	Carefully review the syllabus; Read Chp. 1 in Connect	9/5 Quiz due

Unit 1 8/30-9/5			Quiz on Chp. 1 Discussion Board 1 Personal Statement Professor assigns teams	
Week 3, Unit 2 9/6-9/12	Strategies and Tactics of Distributive Bargaining	Chp. 2 (T) PPT for T Chp. 2	Read Chp. 2 in Connect Quiz on Chp. 2 Personal Bargaining Inventory (R); p. 677 Discussion Board 2	9/12 Quiz due
Week 4, Unit 3 9/13-9/19	Strategies and Tactics of Distributive Bargaining	Chp. 3 (T) PPT for T Chp. 3	Team Presentation 1 posted to Blackboard Read Chp.3 in Connect Quiz on Chp. 3 Discussion Board 3	9/19 Team 1 peer evaluations due Quiz due
Week 5, Unit 4 9/20-9/26	Negotiation: Strategy and Planning	Chp. 4 (T) PPT for T Chp. 4	Team Presentation 2 posted to Blackboard Read Chp.4 in Connect Quiz on Chp.4 Planning for Negotiations (R); p. 495 Discussion Board 4	9/26 Team 2 peer evaluations due Quiz due
Week 6, Unit 5 9/27-10/3	Perception, Cognition, Emotion	Chp. 5 (T) PPT for T Chp. 5	Team Presentation 3 posted to Blackboard Read Chp. 5 in Connect Quiz on Chp.5 Discussion Board 5	10/3 Team 3 peer evaluations due Quiz due
Week 7, Unit 6 10/4-10/10	Communication	Chp. 6 (T) PPT for T Chp. 6	Team Presentation 4 posted to Blackboard Read Chp. 6 in Connect	10/10 Team 4 peer evaluations due Quiz and

			Quiz on Chp.6 Communication Competence Scale (R); p. 691 Discussion Board 6 Practice Exam 1	practice exam 1 due
Week 8, Module 2: Conflict Resolution Unit 7 10/11-10/17	Power in Negotiation. Dominance and Asymmetry of Predictability in Disputes	Chp. 7 (T) PPT for T Chp. 7 Video lecture on Dominance PPT for Dominance	Team Presentation 5 posted to Blackboard Read Chp. 7 in Connect Quiz on Chp.7 Quiz on Dominance Lecture Discussion Board 7	10/17 Team 5 peer evaluations due Quizzes due
Week 9, Unit 8 10/18-10/24	Ethics and Deception in Negotiation. Evolutionary Views on Conflict Escalation	Chp. 8 (T) PPT for T Chp. 8 Video Lecture on Evolutionary Conflict Escalation PPT for Evolutionary Conflict	Team Presentation 6 posted to Blackboard Read Chp. 8 in Connect Quiz on Chp.8 Quiz on Evolutionary Escalation Lecture Discussion Board 8	10/24 Team 6 peer evaluations due Quizzes due

Week 10, Unit 9 10/25-10/31	Relationships in Negotiation	Chp. 9 (T) PPT for T Chp. 9 Video Lecture on Anger PPT for Anger	Team Presentation 7 posted to Blackboard Read Chp. 9 in Connect Quiz on Chp.9 Quiz on Anger Lecture The Trust Scale (R), p. 686 Discussion Board 9	10/31 Team 7 peer evaluations due Quizzes due
Week 11, Unit 9b	Forgiveness and Revenge Mediation and Arbitration	Video Lecture on Forgiveness and Revenge	Team Presentation 8 posted to Blackboard	11/7 Team 8 peer

11/1-11/7		Video Lecture on Mediation and Arbitration PPT for Forgiveness PPT for Mediation	Quiz on Revenge Lecture Quiz on Mediation Lecture Discussion Board 9b	evaluations due. Quizzes due
Week 13, Unit 10 11/8-11/14	Multiple Parties and Teams	Chp. 10 (T) PPT for T Chp. 10	Team Presentation 9 posted to Blackboard Read Chp. 10 in Connect Quiz on Chp. 10 The SINS II Scale (R); p. 680 Discussion Board 10	11/14 Team 9 peer evaluations due. Quiz due
Week 14, Unit 11 11/15-11/20	International and Cross-Cultural Negotiation	Chp. 11 (T) PPT for T Chp. 11	Team Presentation 10 posted to Blackboard Read Chp. 11 in Connect Quiz on Chp. 10 Discussion Board 11	11/20 Team 10 peer evaluations due Quiz due
11/21-11/28	Winter Break/Thanksgiving Break—No Assignments			
Week 15, Unit 12 11/29-12/5	Best Practices in Negotiation Advice for Arguing	Chp. 12 (T) PPT for T Chp. 12 Video Lecture on Arguing PPT for Arguing	Read Chp. 12 in Connect Quiz on Chp. 12 Discussion Board 12 Practice Exam 2 (Chapters 7-12)	12/5 Quizzes & practice exam 2 due

Week 16, Finals Weeks 12/6-12/15	Final Exam You may take the exam anytime during this window but once you have started it you must complete it during the specified time limit.
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This schedule may be modified based on the course dynamics.

Course Components and Total Grade Percentages

Tests: 18 Chapter/Lecture PPT Quizzes	33%
Two practice learning exams	6%
Final exam	6%
Personal Statement	2%
Discussion Boards	33%
Team Presentation on Case Studies	20%
Total	100%

Grading Scale

A	93-100
A-	90-92
B+	87-89
B	83-86
B-	80-82
C	70-79
F	69 or below

COURSE POLICIES

Assignment Submission

All assignments should be submitted to the course via eLearning.

Late Assignments

If you need to miss an assignment deadline, you must pre-notify the instructor before the deadline. You should provide the reason for missing the deadline and an alternative date for submitting the assignment. The instructor must approve the extension and the new deadline. If you do not pre-notify the instructor, the instructor may determine the appropriate grade deduction for the assignment.

PROGRAM POLICIES

Program Policy on Sourcing and Plagiarism

Students are expected to write at a professional level. This includes using proper grammar and syntax, having a logical flow, and giving credit to sources of information used in developing reports and papers. Students shall not copy the work of others and represent it as their original work.

All submitted work is subject to checking for the above. Should plagiarism happen and become known to the professor or program director there will be formal consequences. The document will be submitted to Judicial Affairs and the program will adhere to their judgement.

Program Policy on Instructor Expectations

Business professionals have important legal and ethical duties to investors, creditors and to non-investor stakeholders who rely on their comments, analyses, forecasts and representations. Students in this course are expected to act with personal integrity at all times. Academic dishonesty is incompatible with preparation for a career as a responsible business professional. As such, academic dishonesty will not be tolerated in this course. Any offenders will be subject to appropriate sanctions and discipline, a process which begins with a referral to Judicial Affairs. For purposes of this course, the instructor will always seek a score of zero for any exam or assignment in which the student has engaged in academic dishonesty.

UNIVERSITY POLICIES

University Policies

The information contained in the following link constitutes the University's policies and procedures segment of the course syllabus. Please go to <http://go.utdallas.edu/syllabus-policies> for these policies.

Academic Dishonesty

[Academic dishonesty](#) includes but is not limited to cheating, plagiarism, collusion, facilitating academic dishonesty, fabrication, failure to contribute to a collaborative project and sabotage. All cases of suspected academic dishonesty will be reported to the [Office of Student Conduct](#) for investigation.

The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor.

Comet Creed

This creed was voted on by the UT Dallas student body in 2014. It is a standard that Comets choose to live by and encourage others to do the same:

“As a Comet, I pledge honesty, integrity, and service in all that I do.”