

101-2 Preliminary Syllabus, Da-Yeh Univ

Information			
Title	人際溝通與談判技巧訓練	Serial No. / ID	2337 / ELR5173
Dept.	應用外語研究所碩士班	School System / Class	研究所碩士班1年1班
Lecturer	許呈瑟	Full or Part-time	專任
Required / Credit	Required / 2	Graduate Class	No
Time / Place	(五)12 / J310B	Language	Chinese

Introduction
<p>This course is to provide students with the core concepts of negotiation, and concentrates on critical communications skills. Various strategies used in the process of negotiation will be introduced, with numerous cases and exercises illustrating the applications of these strategies. Students and faculty will have the opportunity to review the key factors affecting the success of negotiation and at the same time practice basic negotiation skills by doing classroom exercises. In addition, students, while learning how to deal with the obstacles and complicating factors, will also study the role of culture in the process of negotiation. Class sessions, with emphasis on engaging students in learning by doing, include lectures, small group discussion, student presentations, written and oral assignments applying course concepts.</p>

Outline
<p>Upon completion of the course, students will be able to:</p> <ol style="list-style-type: none">1.learn to analyze a negotiating situation by identifying the communicator, audience, purpose, context and strategies in functional settings2.build on current negotiating strengths by applying effective negotiating techniques and strategies3.improve comprehension, problem-solving, organization, critical-thinking , decision-making and analytical ability4.evaluate communications within appropriate contexts and select appropriate content, style and organization for varied situations5.apply systematic communicative language processing strategies for conflict resolutions, goal setting and attainment6.produce effective written and oral communications for negotiation purposes

Prerequisite
good English ability and skills