

Subject card

Subject name and code	Negotiations - wykład, PG_00134069						
Field of study	Taxes and Tax Consultancy						
Date of commencement of studies	October 2024	Academic year of realisation of subject	2024/2025				
Education level	undergraduate studies	Subject group	Optional subject group Humanistic-social subject group				
Mode of study	part-time studies	Mode of delivery	at the university				
Year of study	1	Language of instruction	Polish				
Semester of study	2	ECTS credits	2.0				
Learning profile	academic	Assessment form					
Conducting unit	Faculty of Law and Administration						
Name and surname of lecturer (lecturers)	Subject supervisor	dr Joanna Litwin					
	Teachers	dr Joanna Litwin					
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	10.0	0.0	0.0	0.0	0.0	10
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	10		0.0		40.0	50
Subject objectives	The purpose of the class is to show the ways and principles of effective negotiation and to provide knowledge on effective interpersonal communication in the negotiation process.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[PiDPL3_U07] He/she can plan and implement independently the need for lifelong learning	Is aware of the need to differentiate one's attitudes, behaviour and actions according to the role played in the process of negotiation and the interpersonal communication processes that support this process.	[SU1] oral statement/conversation/discussion
	[PiDPL3_W05] The graduate demonstrates knowledge of the principles and ethical standards related to taxes and tax law	Be able to characterise the key stages of the negotiation process, taking into account the roles of the different members of the negotiation team negotiation. Has knowledge of methods to strengthen and use the negotiating position.	[SW4] test/exam - oral or written
	[PiDPL3_U01] The graduate can use theoretical knowledge in the field of tax law, accounting and the related disciplines in order to formulate and solve complex problems that may occur in this area, especially complex validation and interpretation problems in the field of tax law, tax analysis and accounting	Is able to find an adequate strategy to act in a negotiation situation. Is able to communicate with the environment in such a way as to increase the likelihood of a successful agreement.	[SU1] oral statement/conversation/discussion [SU4] test/exam - oral or written
	[PiDPL3_K01] The graduate understands the complexity of problems occurring in the field of tax law, finance and accounting and related disciplines, and therefore is ready to assess the problems critically. He/she understands the importance of knowledge in solving cognitive and practical problems and - in case of difficulties with solving the problem independently - consulting experts in tax law, finance, accounting and related disciplines (especially scientists, expert tax advisors, lawyers dealing with disciplines other than tax law and balance sheet), and, if necessary, also expert specialists in disciplines other than legal and economic sciences	Can consciously select and make effective use of expert advice, expertise and publications to carry out a variety of team tasks to enhance the effectiveness of negotiations.	[SK4] test/exam - oral or written
	[PiDPL3_U03] The graduate can communicate using specialized legal, financial and tax terminology	Is aware of the differences in communication with different actors. He/she tries to choose a variety of methods and means of communication in such a way as to respect the differences and more effectively reach success.	[SU1] oral statement/conversation/discussion [SU4] test/exam - oral or written
	[PiDPL3_K04] He/she is ready to fulfill professional roles related to the application of tax and balance sheet law responsibly and to require this from others - including, in particular, compliance with the principles of ethics of a tax advisor and care for the achievements and traditions of this profession	Is able to cooperate in a group, to lead it and to choose such ways and methods of action which will allow to carry out the tasks assigned to him/her effectively and efficiently.	[SK1] oral statement/conversation/discussion
Subject contents	1. Negotiations - introduction (definitions, goals, principles of conducting). 2. Stages of negotiation - actions, principles, mistakes. 3. Negotiation styles and orientations. 4. Negotiator - characteristics of an effective negotiator. 5. Manipulation in negotiations.		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	Colloquium (descriptive questions)	50.0%	100.0%
Recommended reading	Basic literature	1. R. Fisher, W. Ury, B. Patton, Getting to Yes: Negotiating An Agreement Without Giving In, Random House UK Ltd 2018. 2. Ch. Voss, T. Raz, Never Split the Difference: Negotiating As If Your Life Depended On It, Harper Collins Publishing 2016.	

	Supplementary literature	<ol style="list-style-type: none"> 1. D. Malhotra, Negotiating the Impossible: How to Break Deadlocks and Resolve Ugly Conflicts (without Money or Muscle), Berrett-Koehler Publishers; 1st edition, 2016. 2. Castle T., The Art of Negotiation: How to get what you want (every time), I_AM Self-Publishing 2018
	eResources addresses	Adresy na platformie eNauczanie:
Example issues/ example questions/ tasks being completed	<ol style="list-style-type: none"> 1. What is a BATNA and how is it prepared? 2. Describe the roles and tasks of the members of the negotiating team. 	
Work placement	Not applicable	

Document generated electronically. Does not require a seal or signature.