

Subject card

Subject name and code	Negotiations - lecture, PG_00134103						
Field of study	Taxes and Tax Consultancy						
Date of commencement of studies	October 2023	Academic year of realisation of subject			2024/2025		
Education level	postgraduate studies	Subject group			Optional subject group		
Mode of study	part-time studies	Mode of delivery			at the university		
Year of study	2	Language of instruction			Polish		
Semester of study	4	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						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	20.0	0.0	0.0	0.0	0.0	20
	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	20		0.0		30.0	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
	[PiDPMU2_K01] The graduate understands the complexity of problems in the field of tax law, finance, accounting and related disciplines, and therefore is ready to critically assess the knowledge and content received in this field. He/she understands the importance of knowledge in solving cognitive and practical problems and - in case of difficulties with solving the problem - consulting experts in tax law, finance, accounting and related disciplines (especially researchers, experienced tax advisors, lawyers dealing with disciplines other than tax and balance sheet law), 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.	[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report
	[PiDPMU2_U08] He/she can independently plan and fulfill the need of 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
	[PiDPMU2_W04] He/she has widened knowledge and knows notions describing the most significant economic and social phenomena, understands the basic processes taking place in market economy, understands fundamental dilemmas of contemporary civilization connected with global economic development	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.	[SW1] oral statement/conversation/discussion [SW2] presentation/project/paper/report
	[PiDPMU2_K04] He/she is ready to perform professional roles related to the application of tax and balance sheet law and to demand it from others - including, in particular, the development of the achievements of the profession of tax advisor, maintaining the ethos of this profession, observing and developing the principles of professional ethics, and acting towards compliance with these principles	Is aware of the differences in communication with different subjects. Tries to choose a variety of methods, a variety of means of communication so as to respect the differences and achieve more effectively.	[SK1] oral statement/conversation/discussion [SK8] observation of student's independent or team work
	[PiDPMU2_U05] He/she is able to conduct a debate on problems related to the application of tax, financial and accounting law	Is able to communicate with the public in such a way as to increase the likelihood of effective communication. Is aware of the need to differentiate one's attitudes behaviour and actions according to the role played in negotiation and interpersonal communication processes.	[SU1] oral statement/conversation/discussion [SU8] observation of student's independent or team work
	[PiDPMU2_U01] The graduate is able to use the theoretical knowledge in the field of tax law, accounting and related scientific disciplines in order to formulate and solve complex and unusual problems that may occur in this area, especially complex problems of tax analysis and accounting, especially complex validation and interpretation problems in the field of tax law and problems of 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 [SU2] presentation/project/paper/report [SU8] observation of student's independent or team work
	[PiDPMU2_U04] He/she can communicate on specialist legal, financial and tax topics with diverse audience	Correctly uses terminology in the area of negotiation and influence. Expresses his/her point of view clearly and communicatively, using specialist terminology.	[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report

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. 6. Verbal and non-verbal communication in negotiations. - Types, features, barriers, principles of communication. 7. Preparation for negotiations - implementation of the project.		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	team project - completion of work in student groups (quality content, compliance with state of the art, timeliness)	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. W. Ury, Getting Past No, Bantam Doubleday Dell Publishing 2003. 3. Ch. Voss, T. Raz, Never Split the Difference: Negotiating As If Your Life Depended On It, Harper Collins Publishing 2016	
	Supplementary literature	1. Malhotra D., 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 eNauczenie:	
Example issues/ example questions/ tasks being completed	Prepare project: Preparation for negotiation (in the indicated situation) according to the scheme and rules set by the instructor, for example: 1. Identify, formulate and prioritise objectives for negotiation for the indicated negotiation situation. 2. Identify members of the negotiating team. 3. Prepare alternatives to a negotiated agreement - BATNA		
Work placement	Not applicable		

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