

# Dakota County Technical College

## SMGT 2020: Negotiation Skills

### A. COURSE DESCRIPTION

Credits: 1

Lecture Hours/Week: 1

Lab Hours/Week: \*.\*

OJT Hours/Week: \*.\*

Prerequisites: None

Corequisites: None

MnTC Goals: None

THIS COURSE IS THE SAME AS ENTR1700. Uncover the secrets to "Win-Win" negotiations, based on collaborative principles. Learn a system to prepare for and conduct successful negotiations. Assess your negotiating style and develop a personal negotiation strategy. Apply skills in any situation in which issues are resolved through negotiation.

**B. COURSE EFFECTIVE DATES:** 04/16/1999 - Present

### C. OUTLINE OF MAJOR CONTENT AREAS

### D. LEARNING OUTCOMES (General)

1. acknowledge cultural and contextual expectations
2. be thoroughly prepared and avoid common mistakes
3. define "negotiations"
4. identify major negotiation styles
5. know when to walk away as well as when and how to use third-party help
6. know yourself
7. study and understand key principles from psychological, sociological, communication, and conflict theories
8. understand the dynamic of conflict
9. use critical thinking and empathy
10. use tactics that suit you and understand tactics used by others

### E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

### F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

### G. SPECIAL INFORMATION

None noted