

Academic Year: ( 2023 / 2024 )

Review date: 19-05-2023

Department assigned to the subject: Criminal Law, Procedural Law and History Law Department

Coordinating teacher: SOLETO MUÑOZ, HELENA

Type: Compulsory ECTS Credits : 3.0

Year : 1 Semester :

## REQUIREMENTS (SUBJECTS THAT ARE ASSUMED TO BE KNOWN)

Conflict  
Communication

## OBJECTIVES

The objective of the subject is to provide knowledge on general techniques and tools applied to negotiation. It allows the identification and correct development of collaborative negotiation processes, and the identification of attitudes and behaviors of the opposing party. It also addresses the management of basic communication skills and difficult situations in negotiation.

## DESCRIPTION OF CONTENTS: PROGRAMME

### COMMON TOPICS TO THE NEGOTIATION SUBJECTS

- Negotiation: process and elements
- Communication
- Models of negotiation
- Methods and procedures

### SPECIFIC TOPICS

- The negotiation process
- Stages of the negotiation process: techniques and tools appropriate for each of them
- Physical environment
- The distance in negotiation
- Cultural differences in negotiation
- Negotiation and gender
- The three tensions in negotiation
- Difficult negotiations: difficult people and difficult situations
- Negotiation practice: recording of the students, viewing and analysis.

## LEARNING ACTIVITIES AND METHODOLOGY

### TRAINING ACTIVITIES

- Synchronous/asynchronous online theory class
- Practical classes online synchronous/asynchronous
- Synchronous/asynchronous online theoretical/practical classes
- Synchronous online tutorials
- Individual student work
- Synchronous/asynchronous online evaluation tests

### TEACHING METHODOLOGIES

- Presentations in class by the professor with the support of computer and audiovisual media, in which the main concepts of the subject are developed and the bibliography is provided to complement the students' learning.
- Role Play

- Viewing and analysis of recordings
- Resolution of practical cases, problems, etc. .... posed by the teacher individually or in groups.
- Presentation and discussion in class, under the moderation of the professor of topics related to the content of the subject, under the moderation of the profesor related to the content of the subject, as well as case studies.
- Elaboration of papers and reports individually or in groups.
- Critical reading of texts recommended by the professor of the subject: Press articles, reports, manuals and/or academic articles, either for later discussion in class, or to expand and consolidate the knowledge of the subject.

#### ASSESSMENT SYSTEM

<b>% end-of-term-examination:</b>	30
<b>% of continuous assessment (assignments, laboratory, practicals...):</b>	70

#### ORDINARY

- Participation in synchronous online class: 30%
- Individual or group work carried out during the course in synchronous or asynchronous online mode: 20%
- Synchronous online practical skills assessment: 20%
- Synchronous online final exam: 30%

#### EXTRAORDINARY

- Objective tests 100%

#### BASIC BIBLIOGRAPHY

- Fisher, R.; William, U. Getting to yes: negotiating agreement without giving in , Penguin, 1992
- Soleto Muñoz, H.; Carretero Morales, E. Mediación y resolución de conflictos : técnicas y ámbitos , Tecnos, 2013
- Soleto Muñoz, H.; Otero Parga, M.; Alzate Sáez de Heredia, R. Mediación y solución de conflictos : habilidades para una necesidad emergente , Tecnos, 2007
- William, U. The power of a positive no: how to say no and still get to yes, Bantam Books, 2007