

授業日程表

| 回 | 月日 | 時間 | 場所 | テーマ | 内容 |
|----|----------|---------------|----|---|---|
| 1 | 10/21(月) | 17:00 - 18:30 | L2 | <ul style="list-style-type: none"> • Self Introduction • Class Introduction | <ul style="list-style-type: none"> • Self introductions • What is negotiation? / The ten rules of negotiation • Go over syllabus and how to study for this class |
| 2 | 10/28(月) | " | " | <ul style="list-style-type: none"> • Preparing to Negotiate | <ul style="list-style-type: none"> • Asking for and giving opinions and reasons • Responding to opinions (agreeing & disagreeing) • Prioritizing: HIT and SMART objectives |
| 3 | 11/11(月) | " | " | <ul style="list-style-type: none"> • Opening the Negotiation | <ul style="list-style-type: none"> • Welcoming and making introductions • Making small talk • Setting the agenda and telling interests |
| 4 | 11/18(月) | " | " | <ul style="list-style-type: none"> • Making Proposals | <ul style="list-style-type: none"> • Making proposals • Accepting & rejecting proposals • Offering counter-proposals |
| 5 | 11/25(月) | " | " | <ul style="list-style-type: none"> • Mid-term Test Written and Interview | <ul style="list-style-type: none"> • Written and Interview |
| 6 | 12/9(月) | " | " | <ul style="list-style-type: none"> • Reaching Agreement | <ul style="list-style-type: none"> • Persuading and bargaining • Checking understanding • Clarifying and showing understanding |
| 7 | 12/16(月) | " | " | <ul style="list-style-type: none"> • Dealing with Deadlock | <ul style="list-style-type: none"> • Asking & answering questions • Slowing things down and taking a break • Body language |
| 8 | 12/23(月) | " | " | <ul style="list-style-type: none"> • Concluding the Deal | <ul style="list-style-type: none"> • Summarizing • Confirming agreement • Outlining future actions/follow-up • Thanking and saying good bye |
| 9 | 1/6(月) | " | " | <ul style="list-style-type: none"> • Class Summary / Overview | <ul style="list-style-type: none"> • Review points that were difficult • Ask questions and practice before the test • Feedback |
| 10 | 1/20(月) | " | " | <ul style="list-style-type: none"> • Final Test Written and Interview | <ul style="list-style-type: none"> • Written and Interview |

備考

Students are expected to do online homework before each class; this homework will prepare students for the class. In class, students should be ready to practice using what they have studied to speak. Class time will be used for communicative activities, maximizing students' speaking time.