

Subject card

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| Subject name and code | Effective Negotiation, PG_00191106 | | | | | | |
| Field of study | Management of Artistic Institutions | | | | | | |
| Date of commencement of studies | October 2025 | Academic year of realisation of subject | | | 2025/2026 | | |
| Education level | Bachelor's studies | Subject group | | | Obligatory subject group in the field of study Optional subject group | | |
| Mode of study | full-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 | practical | Assessment form | | | credit | | |
| Conducting unit | | | | | | | |
| 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 | 30.0 | 0.0 | 0.0 | 0.0 | 0.0 | 30 |
| | 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 | 30 | | 2.0 | | 18.0 | 50 |
| Subject objectives | Transfer of knowledge and practice of skills related to methods and principles of effective negotiation and principles of effective interpersonal communication increasing the likelihood of success in negotiations. | | | | | | |

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| Learning outcomes | Course outcome | Subject outcome | Method of verification |
| | [ZIAL3_K01] They are prepared for a critical assessment of their knowledge and skills; they understand the importance of ongoing learning and professional development in managerial and/or artistic activity. | Able to find an appropriate strategy for action in a given situation. Willing to critically assess their knowledge and skills in the field of negotiation. Understands that following trends, expanding knowledge and continuously improving skills are requirements for effective negotiation. | [SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report [SK6] demonstration of practical skills |
| | [ZIAL3_U03] They are capable of communicating effectively using specialized terminology in arts studies, management and quality studies, literary studies, as well as auxiliary and related studies. | He is aware of the differences in communication with various entities. He strives to select diverse methods and means of communication, and to differentiate terminology in order to respect individuality and increase the effectiveness of the negotiation process. | [SU1] oral statement/conversation/discussion [SU5] implementation of a problem task |
| | [ZIAL3_W03] They possess detailed knowledge of specific topics within arts studies, management and quality studies, literary studies, as well as auxiliary and related studies, with a focus on practical applications in managerial and/or artistic activity. | Has detailed knowledge of the most important stages of the negotiation process, taking into account the roles of individual members of the negotiation team. Has knowledge of methods for strengthening and utilising one's negotiating position in managerial and/or artistic activities. | [SW4] test/exam - oral or written [SW2] presentation/project/paper/report |
| | [ZIAL3_U04] They are capable of actively participating in debates regarding art, literature, and arts management, presenting, evaluating, and discussing various viewpoints. | Can find an appropriate strategy for action in a negotiation situation. Can communicate with others in such a way as to increase the likelihood of reaching an effective agreement. | [SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report |
| Subject contents | <ol style="list-style-type: none"> 1. Negotiations introduction: definitions, objectives, conditions and rules. 2. Stages of negotiations actions, rules, 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, characteristics, barriers, communication principles that increase the likelihood of success in negotiations. 7. Preparing for and conducting negotiations project implementation, completion of partial tasks related to the discussed content, participation in negotiation simulations. | | |
| 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 (substantive quality, compliance with state of knowledge, timeliness) | 90.0% | 60.0% |
| | Colloquium | 51.0% | 40.0% |
| Recommended reading | Basic literature | <ol style="list-style-type: none"> 1. R. Fisher, W. Ury, B. Patton, Dochodząc do TAK. Negocjacje bez poddawania się, PWE, Warszawa 2016. 2. W. Ury, Odchodząc od NIE. Negocjowanie od konfrontacji do kooperacji, PWE, Warszawa 2013. 3. Ch. Voss, T. Raz, Negocjuj jakby od tego zależało twoje życie, MTBiznes, Warszawa 2017. 4. P. Gołembiewski, Sztuka negocjacji, Akademia Negocjacji, Białystok 2025. | |
| | Supplementary literature | <ol style="list-style-type: none"> 1. L. Buksak, Szkoła mówców. Myśl i prezentuj inaczej niż wszyscy, HELION, Gliwice 2019. 2. K. Błaszczyk, R. Uździcki, Zbigniew Nęcki (red.), Komunikacja i negocjowanie a współdziałanie interpersonalne, Wydawnictwo: Adam Marszałek, Toruń 2010. | |
| | eResources addresses | | |
| Example issues/ example questions/ tasks being completed | <ol style="list-style-type: none"> 1. Define, formulate and prioritise negotiation objectives for a given negotiation situation. 2. Prepare alternatives to the negotiated agreement - BATNA. 3. Formulate and present ways of responding to the negotiating partner's arguments according to the principles of formulating feedback. | | |
| Work placement | Not applicable | | |

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