Course Title: English for International Negotiations

Course Description:
Practice communication skills, the art of negotiation and the cross cultural aspects of negotiation through case studies.

Course Prerequisite(s):
Communications Improvement (ESL) Level 4 or 5 students

Course Objectives:
1. Practice communication skills
2. Employ correct English use
3. Identify approaches to negotiations
4. Practice negotiating in English
5. Understand the cross cultural aspects of negotiating

Textbook(s):
English for International Negotiations, Rodgers

Lesson Plan – by week or session
Session 1: Student Data Forms
   Introductions
   Chapter 1: The Art of Negotiating
   Vocabulary
   Exercises
Session 2: Chapter 2: Cultural Awareness in International Awareness
   Vocabulary
   Exercises
Session 3: Appendix I: Business Writing
   Format
   Letters
   Reports
   Tone
   Style
Session 4: Case 1: Sun and Fun Tours vs. Hotel De La Playa
   Compensation for Breach of Agreement
   Goals
   An Assessment of the Balance of Power
   Determining Your Strategy
   Using could, would, and might
   Subject and Verb Agreement
Session 5: Case 2: Sansung Sporting Goods Seeks a Scandinavian Distributor: An Agency Agreement
   Goals
   An Assessment of Balance and Power
   Determining Your Strategy
   Modal Verbs in Polite Requests
The Simple Present and the Present Continuous

Session 6: Case 3: Acme Water Pumps and the Nigerian Government: A Sales Contract
Case Summary
Case Sequence
Using Qualifiers
Past Tense

Session 7: Case 4: American Auto Corporation vs. the Mexican Auto Worker's Union; Wage and Working Conditions Negotiations
Case Summary
Oral Exercises: Using Polite, Diplomatic, and Strategic Language
Double Negatives
Appendix 2: Telephone English

Session 8: Case 5: Hydra Tech and Bertoni Shipping: Product Presentation and a Sales Contract
Case Summary
Written Exercises: Contract Writing
Making Proposals and Counterproposals
There is/are and It is
Appendix 3: Negotiations Worksheet

Session 9: Case 6: Tourism Comes to Zanir: Development of a Tourist Resort
Case Summary
Oral Exercises: Presenting Opinions, Agreeing and Disagreeing
Comparative and Superlative Adjectives

Session 10: Case 7: Smirnov Goes to Paris St. Germain: A Player's Contract
Case Summary
Oral Exercises: Social Skills and Language
Asking Questions
Appendix 4: Position Presentation Worksheet

Session 11: Case 8: Chemi Suisse vs. the State of India: A Catastrophe and Claims for Compensation
Case Summary
Written Exercises: Writing Press Releases
Helping Verbs

Session 12: Case 9: Kenji Motors and the American Auto Corporation: A Joint Venture
Case Summary
Oral Exercises: Establishing Tone, Avoiding Locked-in Positions by Exploring Alternatives, Softening Confrontational Statements
Adjectives and Adverbs

Session 13: Appendix 5: A Compilation of Language Exercises

Session 14: Case 10: Group Presentations: An Open-Ended Case
Introduction of Group and Topic
The Body
The Conclusion
Questions and Answers

Session 15: Case 10: Group Presentations
Student Evaluation of Instruction