

individual work only, please.
citations to all relevant page numbers required.

- Page # _____ 1. Negotiation -
Definition:
- Page # _____ 2. Positional Bargaining –
Definition:
- Page # _____ 3. What are the two standard positional strategies for negotiation?
Answer:
- Page # _____ 4. A soft positional negotiator readily makes _____ in an attempt to avoid conflict, but may feel exploited, dissatisfied with the outcome, and may have difficulty articulating the rational basis for the concession after the fact. A soft positional negotiator may also try to be “nice” or “friendly”, while not contributing significantly to a fair and creative solution.
- Page # _____ 5. A hard positional negotiator sees the situation as a _____, taking an extreme position and holding out longer in an attempt to wear the other side down.
- Page # _____ 6. When negotiators bargain over positions, each becomes _____ his position as he tries to convince the other side of its merit. The negotiator’s ego can become identified with the position and the negotiator feels constrained not to abandon the opening position because he feels he will lose face with the other side. As the negotiation progresses, it becomes more and more _____ for the parties to reach agreement because as more attention is paid to positions, less attention is paid to the underlying issues and interests of the parties. If agreement is reached, it may likely be less satisfactory to each side than it could have been and it may not be as _____ as it should have been.
- Page # _____ 7. Some of the disadvantages of positional bargaining are that it _____ because it creates incentives that stall the negotiation process, and it endangers the _____ between the parties and prevents them from jointly devising a solution. The disadvantages of positional bargaining become _____ when there are more parties.
- Page # _____ 8. Negotiation takes place at two levels. The first level is the _____. The second level is the _____.
- Page # _____ 9. How do you judge the effectiveness of a method of negotiation?

Page # _____ 10. What is a wise agreement?

Page # _____ 11. What is the third strategy developed by the Harvard Negotiation Project described in the book, Getting to Yes?

Page # _____ 12. Principled negotiation can be briefly described as the parties _____
_____. It suggests that the parties look for mutual gains whenever possible and where interests conflict, for the parties to make fair evaluations and re-evaluations of the issues.

Page # _____ 13. What are the four elements of principled negotiation?

Page # _____ 14. Element 1 Task: _____ Why? _____

Page # _____ 15. Element 2 Task: _____ Why? _____

Page # _____ 16. Element 3 Task: _____ Why? _____

Page # _____ 17. Element 4 Task: _____ Why? _____

