

Due Date

Friday, December 5 by 12:00PM (noon), Buffalo (Eastern Standard) Time.

Since we will be doing this negotiation activity in class that day, **late preparations will not be accepted**. My reasoning here is that turning a preparation in late comes with an overwhelming advantage that is unfair to everyone else. (But do see the next page about using philosopher's stones!)

Preparation Questions

Reflect on your preparations for Leadership House by answering all of the following questions.

1. Based on your role information for this conversation, how do you understand your negotiation partner's point of view? What merit can you find in what they may think, feel, or do?
2. How will you communicate this understanding and merit during the conversation?
3. What "good questions" are you preparing to ask your negotiation partner during the conversation to inquire and learn more about their perspective? How will you use this new information to express appreciation?
4. What will you do during the negotiation to advocate your own interests and help your partner to better appreciate you?
5. What are your goals for this conversation? What obstacles do you anticipate for reaching your goals?
6. What is your strategy for overcoming those obstacles and achieving your goals? Try to be as concrete, clear, and specific as possible.

Instructions & Evaluation

In order to be Accepted, your negotiation preparation must satisfy *all* of the following seven specifications:

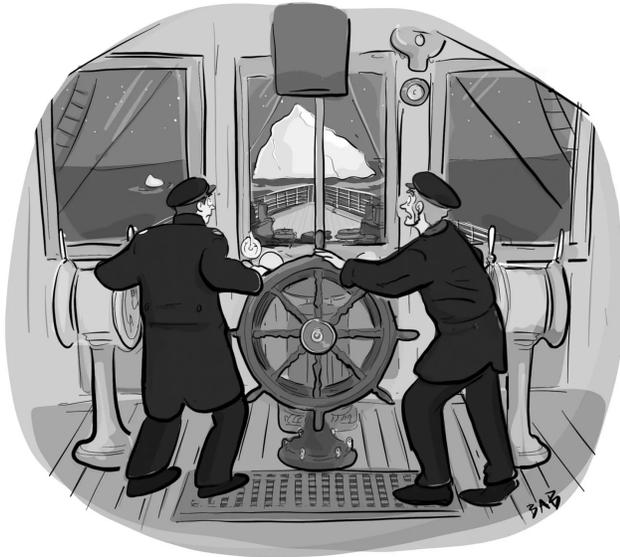
- NP1: Indicate the name of the role you have been assigned to play/represent for this activity. This should be done in the title section at the top of the second page. The template (see NP6 below) will have a spot for you to do this.
- NP2: Make a serious effort to answer each and every preparation question as clearly and completely as possible. **There is no expectation of perfection here.** Just make that real effort to answer all those questions.
- NP3: **Be at least 500 words long.**
The cover page, title information, references, and acknowledgments, do not count.
- NP4: Number your responses to each question.
- NP5: Be in your own words.
In other words, please paraphrase material without directly quoting me, the text, or any other sources.
- NP6: Follow the formatting requirements, posted on the course website, which include having a properly filled out Commitment to Academic Integrity Form. To help you with this, **please use the templates** for the negotiation preparations posted on the course website
- NP7: Use APA-style citations to cite all your sources (this includes the required course readings) and acknowledge any assistance (this includes help from classmates, your friends and family, the Center for Excellence in Writing (CEW), artificial intelligence (AI) tools, as well as from me).

If your submission fails to satisfy *any one* of those specifications, then it will be marked as Incomplete.

Using Philosopher's Stones

You may exchange philosopher's stones for Guidance.

Guidance: You give up 4 philosopher's stones and gain the full 300 negotiation experience points for this negotiation preparation. (Guidance will also work if you do not turn in this preparation at all.)



*“What do you mean they’ve made ‘progress’
in negotiations about the iceberg?!”*

Academic Integrity

This negotiation preparation is closed to collaboration. **This is not a group activity.** Ultimately, I expect that you do it entirely on your own. After all, I am primarily interested in *your* preparation for this negotiation activity!

However, please just be honest if you do receive any assistance or use the ideas of others. **This includes using artificial intelligence (AI) tools.** In any of those cases, be sure to:

1. Note the assistance you received on the cover page's Commitment to Academic Integrity Form.
2. Properly cite that assistance and/or acknowledge it at the end of your negotiation preparation.

In addition, **please do not share anything in your confidential negotiation instructions with anyone.** This ensures that no one has an unfair advantage during the negotiation.

If anyone asks you for help, direct them to me instead.