**SILLABUS**

**Spring** **semester 2017** **-2018** **academic** **year**

**Academic Course Information**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Code of discipline | Name of the discipline | | A type | Number of hours per week | | | Number of credits | | ECTS |
| Lek | Practice | Lab |
| В188 | Technology of international negotiations | | OK | 1 | 1 | 0 | 3 | | 3.5 |
| Lecturer | | AbzhapparovaAA,candidate of political science, lecturer | | | | Office clock | | Scheduled | |
| e - mail | | E - mail : aigul.abzhapparova @ gmail . com | | | |
| Phones | | Phone: 870 81864165 | | | | Lecture hall | | 510 ( East ) | |
| Assistant | | AbzhapparovaAA,candidate of political science, lecturer | | | | Office clock | | 4 | |
| e - mail | | E - mail : aigul.abzhapparova@ gmail.com | | | |
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| Academic presentation of the course | **Type of training course** : theoretical and compulsory subject to To give students an idea of ​​the theoretical and applied aspects of conducting international negotiations  **Purpose of the course:** As a result of studying the discipline, the master will have the following competences:  **-** to form students' understanding of the evolution of international studies, as well as the current trends in Kazakhstan and international studies of international negotiations;  - to give an understanding of the significance of the various structural components of the negotiation process (the stage of negotiation - the preparation, conduct and analysis of the results of negotiations, the stages of negotiations, technology and tactics);  - describe the impact of national characteristics and personal characteristics on the negotiation process. |
| Prerequisites | "Diplomacy", "Theory of International Relations", "World Politics " . |
| P ost requisites | "Political Conflictology " , "Political Technologies" , "Comparative Political Science" |
| Informational resources | **Training** **literature** :   1. Dubinin Yu.V. Mastery of negotiations. Textbook for students studying in the specialty "International Relations". M: International Relations, 2009. 2. Zonova Т.V. Diplomacy: models, forms, methods: Textbook for high schools. Moscow: Aspect-Press, 2013. 3. Lebedeva M.M. Technology of negotiation. - Moscow: Aspect Press, 2010. 4. Keller F. On the methods of negotiating with the sovereigns. - M.: Gandalf , 2000. 5. Kissinger G. Diplomacy. - Moscow: Ladomir , 1997. 6. Keller F. On the methods of negotiating with the sovereigns. - M.: Gandalf , 2000. 7. Nicholson G. Diplomacy. - Moscow: OGIZ, 1941. 8. Popov V.I. Modern diplomacy. Theory and practice. Diplomacy is science and art. The course of lectures - 2 ed. - M.: Yurayt , International Relations, 2006. 9. Fisher R., Uri U. The path to agreement, or negotiations without defeat: Trans. with English. - Moscow: Nauka, 1990. 10. Khrustalev MA Methodology for the analysis of international negotiations / International processes, 2006. - T.4. - No. 13.   **Internet resources** **:**   1. all-politologija.ru - and an information resource, which presents a large number of theoretical material on politics and political science. 2. allpolitologia.ru - and information resource, which presents a large number of theoretical material on politics and political science . 3. cyberleninka.ru - scientific electronic library. 4. [kisi.kz](https://translate.google.com/translate?hl=ru&prev=_t&sl=ru&tl=en&u=http://kisi.kz) - Kazakhstan Institute for Strategic Studies under the President of the Republic of Kazakhstan |
| Academic policy of the course in the context of university values | **Rules of academic behavior:**  Obligatory presence in the classroom, inadmissibility of late arrivals. Absence and delay in classes without prior warning of the teacher are estimated at 0 points.  Obligatory observance of the terms of fulfillment and delivery of assignments (on CDS, boundary, control, laboratory, project, etc.), projects, examinations. In case of violation of the deadlines, the task is evaluated taking into account the deduction of penalty points.  **Academic values:**  Academic honesty and integrity: independence of all tasks; inadmissibility of plagiarism, forgery, the use of cribs, cheating at all stages of knowledge control , deception of the teacher and disrespectful attitude towards him. (Code of Honor of a student of KazNU )  Students with disabilities can receive counseling by email. address aigul.abzhapparova @gmail.com , phone 87081864165 |
| Evaluation and appraisal policy | **Criterial** **evaluation:**  evaluation of learning outcomes in relation to descriptors, verification of the formation of competences (learning outcomes specified for the purpose) on the boundary control and examinations.  **Summative** **evaluation:**  Evaluation of the presence and activity of work in the classroom; evaluation of the completed task, CPC (case / essay) . Final Evaluation is calculated by the following formula |

**Calendar for the implementation of the content of the training course:**

|  |  |  |  |
| --- | --- | --- | --- |
| Week / date | Title of the topic (lecture, practical lesson, CPC) | Hours | The maximum score |
| 1 | 2 | 3 | 5 |
| 1 | Lecture 1. Negotiations and their features, the functions of negotiations. | 1 |  |
| Seminar lesson 1. The concept of negotiations and their role in the life of the international community. | 1 | 5 |
| 2 | Lecture 2. Study of negotiations: basic approaches and methods. | 1 |  |
| Seminar session 2. Negotiating forums and ethics of negotiations. | 1 | 5 |
| 3 | Lecture 3. The negotiating process as a form of interaction between the parties. | 1 |  |
| Seminar lesson 3. How agreements are reached and the negotiation strategy. | 1 | 5 |
| SRSP. Preparation for negotiations. Abstract. |  | 8 |
| 4 | Lecture 4. Problems and problems of preparatory work. | 1 |  |
| Seminar class 4. Tactics of negotiations. | 1 | 5 |
| SRSP. The value of the best alternative to negotiation and negotiation space for the peaceful settlement of the conflict. To write an article. |  | 8 |
| 5 | Lecture 5. Stages of negotiations. | 1 |  |
| Seminar lesson 5. Negotiations and information-analytical work. | 1 | 5 |
| SRSP. Different ways of placing participants at the table. Draw a diagram. |  | 8 |
| 6th | Lecture 6. Negotiation process. | 1 |  |
| Seminar lesson 6. The difference in the concepts of "position" and "interests." | 1 | 5 |
| SRSP . Selecting a position. Report. |  | 8 |
| 7th | Lecture 7 .   Basic negotiation strategies. | 1 |  |
| Seminar lesson 7. Negotiations and public opinion | 1 | 5 |
| SRSP. Win or win. Essay. |  | 8 |
| Boundary control 1 |  | 25 |
|  | Midterm |  | 100 |
| 8 | Lecture 8. On the national characteristics of negotiations | 1 |  |
| Seminar lesson 8. Asian and European methods of negotiation. | 1 | 5 |
| SRSP . The essence and specificity of the institution of mediation, types of mediation. Abstract. |  | 5 |
| 9 | Lecture 9. Two approaches to negotiations: bargaining and joint search for a solution to the problem. | 1 |  |
| Seminar 9. The main approaches in the negotiations. | 1 | 5 |
| SRSP. An essay on bargaining. |  | 5 |
| 10 | Lecture 10. Methods of influencing the course of negotiations | 1 |  |
| Seminar lesson 10. Decision-making and completion of negotiations | 1 | 5 |
| SRSP . Finding and using leverage in negotiations. Abstract. |  | 5 |
| eleven | Lecture 11. Persuasion Technique | 1 |  |
| Seminar lesson 11. Completion of negotiations, repeated negotiations. | 1 | 5 |
| SRSP. Criteria for the success of negotiations. To write an article. |  | 5 |
| 12 | Lecture 12. Concluding documents of negotiations | 1 |  |
| Seminar lesson 12. Analysis of the results of negotiations. | 1 | 5 |
| SRSP. Analyze the negotiations of the problem of Ukraine and Crimea. Analytical article. |  | 5 |
| 13 | Lecture 13. Psychological essence of the concept of manipulation, manipulation in negotiations, recognition of manipulation and psychological protection from manipulation in negotiations. | 1 |  |
| Seminar lesson 13. Manipulation | 1 | 5 |
| SRSP. Analysis of social processes in one region |  | 5 |
| 14 | Lecture 14. Four types of persuasive influences | 1 |  |
| Seminar class 14. Basic tactical methods of negotiation. | 1 | 5 |
| SRSP Body language. |  | 5 |
| 15 | Lecture 15. Working with objections, methods of argumentation and skills of active listening. | 1 |  |
| Seminar session 15. Tactics of suppression. | 1 | 5 |
| SRSP. The art of asking questions  (Essay) |  | 5 |
|  | Boundary control 2 |  | 25 |
|  |  |  |  |
|  | **Exam** |  | **100** |
|  | **Total** |  | **100** |

Teacher \_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Abzhapparova AA.

Head of the Department \_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Nasimova G.O.

Chairman of the

bureau of the faculty \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zhubanazarova NS