



SUBJECT DATASHEET

NEGOTIATION AND PRESENTATION TECHNIQUES

BMEGT41A010

I. SUBJECT DESCRIPTION

1. SUBJECT DATA

Subject name

NEGOTIATION AND PRESENTATION TECHNIQUES

ID (subject code)

BMEGT41A010

Type of subject

contact lessons

Course types and lessons

<i>Type</i>	<i>Lessons</i>
Lecture	2
Practice	0
Laboratory	0

Type of

assessment

seminary grade

Number of

credits

2

Subject Coordinator

<i>Name</i>	<i>Position</i>	<i>Contact details</i>
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Szabó Krisztina	assistant professor	szabo.krisztina@gtk.bme.hu
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Educational organisational unit for the subject

Department of Philosophy and History of Science

Subject website

<https://edu.gtk.bme.hu>

Language of the subject

magyar - HU

Curricular role of the subject, recommended number of terms

Programme: **Elective subjects**

Subject Role: **Elective**

Recommended semester: **0**

Direct prerequisites

Strong None

Weak None

Parallel None

Exclusion None

Validity of the Subject Description

Approved by the Faculty Board of Faculty of Economic and Social Sciences, Decree No: 580485/10/2023 registration number. Valid from: 28.06.2023.

2. OBJECTIVES AND LEARNING OUTCOMES

Objectives

The course seeks to deliver essential knowledge about negotiating and presentation techniques by using the method of role playing, simulations and other rhetorical exercises. It gives students the opportunity to practice common presentation situations (TDK presentation, project presentation, thesis defense, business presentation, etc.) while the lecturers give immediate, on-the-spot feedback to help their progress in a tailor-made fashion. The subject addresses the fundamental types and strategies of negotiation, the pitfalls of certain negotiating situations and their proposed remedies. Lectures aim to bridge the gap between theory and practice by using case study method and group exercises simulating real-life situations in order to be able to improve the students' negotiating skills to prepare for the challenges of the labour market.

Academic results

Knowledge

1. the fundamentals of the methodology of social sciences.
2. the occurrences and the consequences of the relations between science, education, society and media on various levels.
3. how the discipline being studied fits into a larger disciplinary and social scheme, how it relates to the neighbouring fields, how these fittings give rise to using certain contexts.
4. the fundamentals of various mechanisms of social decision-making.

Skills

1. to use professional terms, basic concepts and advanced elements of the special terminology of the profession.
2. to see and treat science in its embeddedness, to use an interdisciplinary approach.
3. to analyze, evaluate, draw conclusions and synthesize explanations in their professional work.
4. to provide a critical analysis of information by using a wide array of well-founded techniques.
5. to participate in lifelong learning.
6. to use a multi-sided, interdisciplinary approach to identify specific problems, to explore and define the detailed theoretical and practical background that is needed to solve these problems.
7. to discover facts and basic relationships by applying the theories and methods learned. To systematize, to analyze, to draw conclusions, to give critical remarks, to prepare proposals of decision-making and to make decisions both in a routine and in a non-routine - domestic and international - environment.

Attitude

1. Accepts and consistently and plausibly represents the diversity of the perspectives of social sciences in the related narrower and wider environment.
2. Demonstrates an open mind to critical self-evaluation, to various forms of training, to the self-help forms of intellectual worldview. Endeavours for self-development in these areas.
3. Has a problem-centric perspective and problem-solving thinking.

Independence and responsibility

1. Develops a historically and politically consistent individual opinion in the narrow disciplinary niche that helps to develop self and environment.
2. Becomes autonomous, constructive and assertive both in intra- and extra-institutional forms of cooperation.
3. Becomes self-reliant in work besides being constantly critical and correcting own work.
4. Takes the responsibility in forming and justifying professional views.
5. Takes the responsibility for own analyses, conclusions and decisions.

Teaching methodology

Written and oral communication.

Materials supporting learning

- Díasorok a tárgy Moodle oldalán. Slides on the Moodle site of the subject.
- Fischer, R. – W. Ury– B. Patton (1997): A sikeres tárgyalás alapjai. Budapest: Bagolyvár Kiadó.
- Ury, W. (1993): Tárgyalás nehéz emberekkel. Budapest: Bagolyvár Kiadó.

II. SUBJECT REQUIREMENTS

TESTING AND ASSESSMENT OF LEARNING PERFORMANCE

General Rules

A 2.2. pontban megfogalmazott tanulási eredmények értékelése.

Performance assessment methods

Összegző tanulmányi teljesítményértékelés: a tantárgy és tudás, képesség típusú kompetenciaelemeinek komplex, írásos értékelési módja zárthelyi dolgozat formájában.

Percentage of performance assessments, conducted during the study period, within the rating

- 1. összegző tanulmányi teljesítményértékelés: 50
- 2. összegző tanulmányi teljesítményértékelés: 50
- összesen: 100

Percentage of exam elements within the rating

Conditions for obtaining a signature, validity of the signature

Issuing grades

Excellent	91
Very good	86–90%
Good	74–85%
Satisfactory	62–73%
Pass	50–61%
Fail	49%

Retake and late completion

A félévközi érdemjegy megszerzésének feltétele a két zárthelyi dolgozat megírása, melynek külön-külön is el kell érniük az 50%-ot. A javítás és pótlás rendjét a hatályos TVSZ. szabályozza. A javító dolgozat eredménye a korábbi eredményt nem rontja.

Coursework required for the completion of the subject

részvétel a kontakt tanórákon	28
félévközi készülés a gyakorlatokra	0
felkészülés a teljesítményértékelésekre	32
házi feladat elkészítése	0
kijelölt írásos tananyag önálló elsajátítása	0
vizsgafelkészülés	0
összesen	60

Approval and validity of subject requirements

Consulted with the Faculty Student Representative Committee, approved by the Vice Dean for Education, valid from: 05.06.2023.

III. COURSE CURRICULUM

THEMATIC UNITS AND FURTHER DETAILS

Topics covered during the term

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Additional lecturers

Csordás Hédi Virág egyetemi tanársegéd csordas.hedi@gtk.bme.hu

Approval and validity of subject requirements