

课程教学进度计划表

一、基本信息

课程名称	商务谈判（英语）				
课程代码	1060066	课程序号	1094 + 1118	课程学分/学时	2/32
授课教师	Oexle Georg	教师工号	20094	专/兼职	专
上课班级	国贸 B21-5, 6	班级人数	53 + 51	上课教室	临港校区 一教 318, 一教 206
答疑安排	星期三 18:00-20:00, 星期四 18:00-20:00				
课程号/课程网站	https://mooc1.chaoxing.com/mooc-ans/course/241327709.html				
选用教材	International Business Negotiation (Eighth Edition), Roy J. LEWINSKI, Bruce BARRY, David M. Saunders, Mc Graw Hill Education, 中国人民大学出版社. ISBN 978-7-300-14663-8				
参考教材与资料	English for International Business Negotiation, ZHANG Liyu, Wuhan University Press, 2014 Practical Solutions To Global Business Negotiations, Claude Cellich, Subhash C. Jain, China Renmin University Press 2016; International Business Negotiation, BAI Yuan, China Renmin University Press, 2019; Practical Cases In International Business Negotiation, WANG Hui, China Customs Press, 2016				

二、课程教学进度安排

课次	课时	教学内容	教学方式	作业
1	2	CHAPTER 1 OVERVIEW OF INTERNATIONAL NEGOTIATION CONTENT : 1.1 The basic concept about negotiation	Lecture, In-class discussion	Discussion, Chapter Tasks

		1.2 Goal of negotiation and process of negotiation 1.3 BATNA		
2	2	CHAPTER 2 CROSS-CULTURAL NEGOTIATION CONTENT : 1.1 Cultural difference between the Eastern and the Western 1.2 Negotiation under the difference cultures 1.3 Useful sentences 1.4 Scenario discussion	Lecture, In-class discussion	Discussion, Chapter Tasks
3	2	CHAPTER 3 NEGOTIATING STYLE CONTENT : 1.1 Negotiating style 1.2 Confirming your own style and its features 1.3 Understand other party's style	Lecture, In-class discussion	Discussion, Chapter Tasks
4	2	CHAPTER 4 PRE-NEGOTIATION CONTENT : 1.1 Find your partners 1.2 Build negotiating relationship 1.3 Preparation	Lecture, In-class discussion	Discussion, Chapter Tasks, Situational Dialogue
5	2	Scenario Negotiation: Introduction of company and products	Case Study, In-class discussion	Situational Dialogue
6	2	CHAPTER 5 ENQUIRY AND OFFER CONTENT : 1.1 Enquiry and offer 1.2 Pricing policy in offering 1.3 Bargaining	Lecture, In-class discussion	Discussion, Chapter Tasks, Situational Dialogue
7	2	Scenario Negotiation: Practice of enquiry and offer	Case Study, In-class discussion	Situational Dialogue

8	2	CHAPTER 6 CONCESSION CONTENT : 1.1 Concession policy 1.2 Flexibility in negotiation	Lecture, In-class discussion	Discussion, Chapter Tasks,
9	2	CHAPTER 7 PRICING CONTENT : 1.1 Pricing factors 1.2 Methods of pricing 1.3 Terms of price	Lecture, In-class discussion	Discussion, Chapter Tasks, Situational Dialogue
10	2	Scenario Negotiation: Practice of pricing negotiation	Case Study, In-class discussion	Situational Dialogue
11	2	CHAPTER 7 TERMS OF PAYMENT CONTENT : 1.1 Terms of payment 1.2 L/C 1.3 Installment 1.4 Partial payment	Lecture, In-class discussion	Discussion, Chapter Tasks, Situational Dialogue
12	2	CHAPTER 9 TRANSPORTATION CONTENT : 1.1 Direct transportation 1.2 Partial shipment 1.3 Air transport	Lecture, In-class discussion	Discussion, Chapter Tasks, Situational Dialogue
13	2	Scenario Negotiation: Practice of negotiation about payment and transportation	Case Study, In-class discussion	Situational Dialogue
14	2	CHAPTER 10 CONTRACT CONTENT : 1.1 Vague languages in negotiation 1.2 Confirming the contract	Case Study, In-class discussion	Discussion, Chapter Tasks,

		1.3 Modifying the contract		
15	2	CHAPTER 11 COMPLAINTS AND CLAIMS CONTENT : 1.1 Claims for the quality issues 1.2 Claims for short loading issues 1.3 Dealing with complaints and claims	Lecture In-class discussion	Discussion, Chapter Tasks,
16	2	Foreign Trade Case Practice	Scenarios simulation	Situational Dialogue

三、考核方式

总评构成	占比	考核方式
X1	40%	Foreign Trade Case Practice
X2	30%	Chapter Tasks
X3	20%	Situational Dialogues
X4	10%	In-class Discussion

任课教师:

系主任审核:

刘 晗 辉

(签名)

日期: 2024. 3. 1