Course Title: Negotiation Skills for Women: Stepping into Your Personal Power  
Course Code: WSP 147  
Instructor: Amy Eliza Wong and Betsy Flanagan

“It’s a funny thing about life; if you refuse to accept anything but the best, you very often get it.”  
— W. Somerset Maugham

Course Summary:

It’s been said “you don’t get what you deserve, you get what you negotiate.” Many women avoid negotiating, while others may fail to recognize the multitude of opportunities to negotiate — about the roles they play, about the resources they need to be effective, about support and buy-in from their teams and leadership, and ultimately, about their future success. This course is for anyone who wants to reach their full career potential and earning power. It will help you master the crucial skill of negotiation and secure a place for yourself at the decision-making table. You will learn the strategies and tactics to advocate effectively for yourself, develop confidence to use your unique interpersonal strengths, and leverage influence you may not even know you have. You will also learn how to avoid common pitfalls and traps. Through a step-by-step process, you will participate in practices and simulations to exercise stepping into your personal power. Instead of thinking of negotiation as a win/lose proposition, you will learn to work toward win/win and to use negotiation as a powerful problem-solving tool.

Grade Options and Requirements:

- No Grade Requested (NGR)
  - This is the default option. No work will be required; no credit shall be received; no proof of attendance can be provided.
- Pre-requisite: Advanced-level proficiency in spoken English

Tentative Class Outline:

Saturday July 24  
9:00: Intro + Rules of Engagement  
9:30: Conflict Modes  
9:40: Skills Inventory  
10:00: Negotiation Structure and Planning  
11:00: Critical Concepts in Negotiation  
11:30: Beliefs  
12:30: End for the day

Assignment for Sunday July 25:
1) Complete Beliefs exercise

Please contact the Stanford Continuing Studies office with any questions  
365 Lasuen St., Stanford, CA 94305  
continuingstudies@stanford.edu  
650-725-2650
2) Read negotiation case for in-class negotiation simulation on Sunday

Sunday September 27
9:00: Guiding the Conversation
9:30: Mistakes Women Make
9:45: Your Six Sources of Power
10:00: Negotiation Simulation
11:30: Wrap Up and Commitment
12:30: End Class

**Recommended Resources (optional):**
1) *Getting to Yes* by Roger Fisher and William Ury
2) *Crucial Conversations: Tools for Talking When Stakes are High* by Kerry Patterson, Joseph Grenny, Ron McMillan, Al Switzler, and Stephen R. Covey (Foreword).
3) *Difficult Conversations: How to Discuss What Matters Most* by Douglas Stone, Bruce Patton, and Sheila Heen
4) *Getting Everything You Can Out of All You’ve Got* by Jay Abraham
5) *The Evolution of Cooperation* by Robert Axelrod

Course will be recorded and available to review through 8/15. However, it’s more beneficial to attend live as most of the learning happens in the negotiation simulation, which participants will not be able to participant in when watching the recording.

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