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## **Capstone Course on «Developing a Multilateral Negotiation Simulation»**

18 September 2024 – 15 May 2025

Prof. Dr. Stefanie Walter (IPZ)  
Dr. Jack Williams (IGN president)

Client: Institute for Global Negotiation (IGN)

Preliminary Syllabus

### **Summary**

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The Institute for Global Negotiation (IGN) is a non-profit association based in Zurich that promotes and supports the use of negotiation as an essential tool in building a more equitable, peaceful and sustainable world. To this end members of the IGN initiate and engage in projects, develop teaching resources and organize events and courses. At the heart of the IGN's approach is a belief in fostering an exchange between practitioners and academics to generate new insights into negotiation and conflict resolution processes.

The goal of this capstone course is for students to develop a multiparty negotiation simulation on a topic of global concern to be used in the annual Global Negotiation Conference hosted each summer at the University of Zurich. In addition, the course will develop two bilateral negotiation simulations and a practitioner reflection article outlining the experience of key actors involved in the chosen topic's negotiation process.

### **Learning goals:**

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- Broad knowledge of how negotiations work
- Project management skills
- Interaction and communication with client and experts
- Experience on how to collect and process necessary information
- Knowledge of how to design bilateral and multilateral simulations
- Analysis and reporting

### **Course Prerequisites:**

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- Strong interest in international negotiations, simulation, topics of global importance
- Good analytical skills
- Good communication skills
- Enjoyment of creative work and planning
- Very good English skills

### **Course Requirements and credits**

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2 MA seminars (12 ECTS) in HS 2024 and FS25

- A Capstone Course requires an intensive time effort of about one day per week during the whole duration. Please be aware of this.
- By registering for the Capstone Course you also commit yourself to participate actively in the seminar „Für Forschung und Praxis: Projektmanagement, Teamwork und Präsentationen in Anwendung,“ where you will learn and deepen the necessary soft skills for project work. In return, you will receive further 6 ECTS points.

### **Course Requirements:**

Grading will occur based on the quality of the project report, which consists of the following elements:

**1. Bilateral simulation** (joint work by 2-3 students, 20%)

Documentation includes:

- General document of the case
- Confidential instructions for each party
- Process documents

**2. Multilateral simulation** (joint work by all students, 50%)

Documentation includes:

- General document of the case
- Confidential instructions for each party
- Process documents (rules of procedure, sequence of negotiation, invitation letter)

**3. Written contribution for publication in the IGN journal** (individual, 30%)

- Reflection either on one aspect of the negotiation case
- For submission to the IGN journal
- Length: 1500-2500 words

### **Application:**

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The places in this Capstone Course are limited (4-5). The deadline for applications is **27 August 2024**. Please upload your application materials (CV, transcripts/overview of study achievements, letter of motivation) when booking the module.

## Contact

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**Dr. Jack Williams**

President of the Institute for Global Negotiation

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## **Course Program**

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*(subject to adjustments if necessary)*

### **Wednesday, 18 September 2024, 9:00-11:00: Kick-Off Meeting**

Room: AFL-F-101

Round of introductions, presentation of client (IGN), Capstone goals, timeline, and course requirements.

### **Monday, 23 September 2024, 13:00-17:00: Project-Management Workshop**

Room: TBC

Project-Management Workshop, covers the following topics:

1. Project management essentials
2. Team: Roles, competences & responsibilities
3. Self-management: Staying motivated, time management, etc.
4. Communication: With team members, stakeholders, externals etc.

The workshop will be held by Ursina Wälchli, and is organized jointly with the Capstone course run by Karsten Donnay. You will be awarded 6 ECTS for the workshop.

### **Thursday, 3 & Friday, 4 October 2024, 9:00-17:00: Negotiation Workshop**

Rooms: AFL-F-150 (Oct 3), AFL-F-101 (Oct 4)

Topics covered include:

- Distinguishing between different approaches to negotiations, including distributive and integrative negotiation.
- Developing skills for application during different stages of the negotiation process, including preparation, conduct and closure.
- Analysing the underlying interests of parties to a negotiation and design effective strategies for securing integrative outcomes to complex problems.
- Applying negotiation theory to analyse complex cases at the local, national, and international levels.

#### Required readings:

Frieden, Jeffrey, and Stefanie Walter. 2019. "Analyzing Inter-State Negotiations in the Eurozone Crisis and Beyond." *European Union Politics* 20 (1): 134-151-134-51.

Putnam, Robert D. 1988. "Diplomacy and Domestic Politics: The Logic of Two-Level Games." *International Organization* 42 (3): 427-60.

Kesting, Peter and Remigiusz Smolinski. 2023. "A Practical Guide to Negotiation Simulation Writing." *Negotiation Journal* 39(3): 297-326.

Fisher, Roger, William Ury and Bruce Patton. *Getting to Yes*. Random House Books, 2012.

Lempereur, Alain, Aurélien Colson and Michele Pekar. 'Chapter 1' *The First Move: A Negotiator's Companion*. Wiley, 2010.

*Further required readings will be added*

**Thursday, 31 October 2024, 9:00-16:00: Bilateral Negotiation Simulation I**

Room: AFL-F-105

Develop and draft a bilateral negotiation simulation for a minor negotiation issue (teams of 2-3 students each).

**Prepare for next meeting:**

Write and/or revise documentation of bilateral simulation, including

- General document of the case
- Confidential instructions for each party
- Process documents

**Friday, 22 November 2024, 9:00-16:00: Bilateral Negotiation Simulation II**

Room: AFL-F-101

Revise and finalize bilateral negotiation simulation, including documents. The simulations (with full documentation) will be published open-access on the IGN e-learning platform.

**Prepare for next meeting:**

- Read up on multilateral negotiation case
- Observe a multilateral negotiation simulation (facilitated by course convenors)
- Prepare a detailed presentation on the topic (basis for teacher's notes, in teams of 2-3 students)
- Individually write up a list of the 3-6 issues that you expect to emerge as the key sticking points in the negotiation
- Prepare ideas on how a multilateral simulation on the topic could look like (individually or in teams)

**Tuesday, 14 January 2025, 9:00-16:00: Getting the multilateral simulation started**

Room: AFL-F-105

Input on how a multilateral simulation looks like, presentations of the case, discussion of the sticking points, discussion of first ideas for the simulation.

**Prepare until next meeting:**

- Go through documentation of existing multilateral simulations and refine your ideas
- On the basis of the case presentation write a first draft general background document of the case
- Brainstorm: who are the key actors, key stakeholders, sequence of negotiation (can itself be subject to negotiation)
- Identify and contact key actors and ask if they'd be available for interviews in February/early March

**Monday, 3 February 2025, 9:00-16:00: Mapping the Architecture**

Room: AFL-F-101

Feedback on general background document about the case, discussion about key actors, their interests, negotiation sequence etc. Planning for next steps.

Prepare until 17 March 2025:

- Work on the first drafts of confidential instructions
- Do interviews with actors involved in the negotiation; ideally, everyone sits in on all interviews with one person leading each interview
- On that basis: Write up a first draft for an IGN journal “Practitioner’s reflection”
- Write a draft on actor positions

**Deadline for draft submission: Monday 17 March 2025**

**Monday, 24 March 2025, 9:00-16:00: Improving the Draft Simulation**

Room: AFL-F-101

Input: what kind of process documents are needed, feedback on the drafts of actor positions & „Practitioner’s reflection“ drafts, discussion of revisions and next steps.

Prepare until 8 March 2025:

- Revise simulation documentation based on feedback provided in the workshop
  - General document of the case
  - Confidential instructions for each party
  - Process documents (rules of procedure, sequence of negotiation, invitation letter)
- Revise „Practitioner’s reflection“ based on feedback provided in the workshop
- Organize people to play the simulation

**Deadline for submission of revised drafts: Tuesday, 8 April 2025**

**Tuesday, 15 April 2025, 9:00-16:00: Finalize Simulation**

Room: AFL-F-101

Discussion of revisions, finalization of all documents, simulation test run.

**Late April/early May 2025 (date TBC): Presentation at IGN Board meeting & Apéro**

**Thursday 10 – Saturday 13 July 2025: IGN Global Negotiation Conference in Zurich**

[attendance optional]

- Simulation will be played at conference
- Capstone students receive free admission to attend the entire conference and observe their simulation being played