

# Registration Form / Tax Invoice

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I would like to attend

Title Mr/Mrs/Miss/Ms:

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Firm/Organisation: \_\_\_\_\_

Occupation: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Please return this registration form  
with your payment to:**

**CLE,** Tel: (02) 9385 2267 or (02) 9385 2195  
**Faculty of Law,** Fax: (02) 9385 1155 or (02) 9385 1778  
**UNSW, Sydney** Email: cle@unsw.edu.au  
**NSW 2052.** Website: www.cle.unsw.edu.au

**Programme Variation:** The Director of CLE retains the right to vary the programme to deal with unforeseen circumstances. This includes cancelling or re-scheduling a programme and changing speakers or content if occasion obliges us to do so.

**Cancellation Policy:** Cancellations will be accepted up to two weeks prior to the commencement of the course. Withdrawal after this time and before the commencement of the course will result in a cancellation charge of \$100. Cancellations after the commencement of the course will not be eligible for a refund.

**Privacy note:** The information you have provided on this form will only be used by UNSW to distribute information about University courses and activities to you.

**Office Use Only:**

Rec'd

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## Principled Negotiation

Tuesday 24 November 2009 • Wednesday 25 November 2009

Tuesday 1 December 2009 • Wednesday 2 December 2009

9.00am – 5.00pm

Venue: The course will take place at the UNSW CBD Campus located at Level 6, 1 O'Connell Street, Sydney

Cost includes 4 days tuition, materials & GST  \$1,850

Total Price includes GST **Total \$**

## Payment Options

I enclose a cheque payable to "CLE, UNSW",

or Payment by credit card  Mastercard  Visa

Card number: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Expiry date: \_\_\_\_\_ / \_\_\_\_\_

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For Post graduate enrolment please contact  
law@unsw.edu.au  
Course code: LAWS9980



THE UNIVERSITY OF  
NEW SOUTH WALES

FACULTY OF LAW  
CONTINUING LEGAL EDUCATION

# Principled Negotiation

## Summer Course in Principled Negotiation at UNSW Law School

If you have an interest in this area of law it is available for Mandatory Continuing legal Education (MCLE) points or choose to undertake academic credit

Tuesday 24 November 2009

Wednesday 25 November 2009

Tuesday 1 December 2009

Wednesday 2 December 2009

9.00am – 5.00pm

UNSW CBD Campus Level 6,  
1 O'Connell Street, Sydney



www.cle.unsw.edu.au

## Audience

- Solicitors in general practice
- In-house Lawyers
- Barristers
- Corporate litigation specialists
- Family law practitioners
- Non-legal managers in law firms
- All legal practitioners involved in negotiation with clients and their team.

## Objective

Participating in successful negotiation is a part of every lawyer's success in managing a client's matter and in the workplace. One of the most effective avenues to achieving success is in developing an understanding of what might be an appropriate preparation process and how success may be measured. Significant benefit can be obtained from having the opportunity to identify, practise and review a process by which negotiation performance can be enhanced and evaluated. This program will provide participants with the opportunity to:

- Identify the elements of a good outcome to a negotiation
- Apply the elements in the preparation for and conduct of negotiation
- Identify the steps to be taken, prior and during negotiation, to develop and enhance existing working relationships
- Identify and apply evaluation procedures for reviewing a completed negotiation so as to enhance future performance
- Practise these processes in a safe, encouraging environment
- Apply these principles in a personal setting and within the procedural framework and culture of their business environment.

**CLE/CPD Points:** 24 CLE/CPD points

## Format

Principled negotiation is delivered as a skills course. Whilst there will be some formal tuition, the focus of the course is on experiential learning. The teaching format includes exercises developed by the Harvard Negotiation Project.

Skills training depends on a building block approach to learning whereby basic ideas are built upon through group discussion, preparation, performance and review.

This format presents particular challenges. Unlike regular lectures, absence from any session will be a significant impediment to the individual and group learning experience.

# Principled Negotiation

Tuesday 24 November • Wednesday 25 November • Tuesday 1 December • Wednesday 2 December 2009

Parties to a negotiation often have a poorly developed understanding of:

- What a strategic preparation process might be;
- What tools can assist parties to recognise and review the dynamics of a negotiation in progress; and
- How to measure success

This course utilises the tools of Principled Negotiation developed by the Harvard Program on Negotiation to build and enhance these skills.

The course is offered as a 4 day intensive program with a focus on interactive learning using case studies from Harvard as well as those developed by the course facilitators.

The Aims of the course

- apply the elements in the preparation for and conduct of a negotiation
- develop a strategy to build and enhance an effective negotiating relationship
- conduct a formal evaluation of a negotiation outcome so as to demonstrate genuine learning from experience

- apply these principles personally and within the procedural framework and culture of their business environment
- demonstrate the effective and collaborative preparation for, engagement in and review of various processes

## About the Presenters

**Dr Rosemary Howell** qualified as a lawyer in Melbourne and was Secretary-General of the Law Council of Australia before becoming a management consultant to law firms and other impossible organizations in 1983. Her doctoral thesis studied 'How Lawyers Negotiate'.

**Alan Limbury** qualified as a barrister in England and practised for 32 years in major Sydney law firms before establishing a full-time international mediation and arbitration practice. In 1996/7 he was recognised by "Legal Profiles" as "the leading ADR practitioner in Sydney".

For more information visit our website:  
[www.cle.unsw.edu.au](http://www.cle.unsw.edu.au)