

## Christmas party negotiations

### Student A

*You and your partner need to arrange a (British style) office Xmas party together. Half the jobs that need to be done to prepare for the party are written below with the time that each will take. Without telling your partner the exact time needed, persuade your partner to do some of the jobs below and accept doing some of their jobs in return. When you finish your negotiation, the time of the jobs that are still left on your sheet plus the time of the jobs you have volunteered to do from your partner's sheet is your total time. If you have agreed to do something together or split it fifty-fifty you should add the times with that in mind. The person with the least total time is the winner.*

Clean up after the party	3 hours
Go and buy the disposable crockery and cutlery (paper plates etc.)	75 minutes
Buy paper party hats, party poppers etc.	60 minutes
Plan icebreaker party games	50 minutes
Hang up lights, tinsel and other decorations	45 minutes
Give a speech at the beginning of the party	10 minutes

*Which things from both your lists do you really think you would have to do if you arranged a Xmas party together? How is the party described here different from an office party in your country (e.g. the type of food served)? What are the good and bad things about the party as it is described?*

*What order is it best to do them in? How long will each one really take?*

*Plan a really good Xmas party together, deciding on how long each thing will take and splitting the jobs up between you.*

## Student B

*You and your partner need to arrange a (British style) office Xmas party together. Half the jobs that need to be done to prepare for the party are written below with the time that each will take. Without telling your partner the exact time needed, persuade your partner to do some of the jobs below and accept doing some of their jobs in return. When you finish your negotiation, the time of the jobs that are still left on your sheet plus the time of the jobs you have volunteered to do from your partner's sheet is your total time. If you have agreed to do something together or split it fifty-fifty you should add the times with that in mind. The person with the least total time is the winner.*

Go to the shops and buy some Xmas decorations	90 minutes
Search round for the office corkscrew and bottle opener	90 minutes
Go out and buy the alcoholic drinks, mixers, ice cubes and soft drinks for the party	45 minutes
Organise Secret Santa	30 minutes
Make sure everyone leaves the office at the end of the party and call taxis for anyone who is too drunk to drive or walk home	60 minutes
Put up the Xmas tree and decorate it	50 minutes
Buy snacks	45 minutes
Get the tree and lights from last year out of the storeroom	10 minutes

*Which things from both your lists do you really think you would have to do if you arranged a Xmas party together? How is the party described here different from an office party in your country (e.g. the type of food served)? What are the good and bad things about the party as it is described?*

*What order is it best to do them in? How long will each one really take?*

*Plan a really good Xmas party together, deciding on how long each thing will take and splitting the jobs up between you.*