

## Negotiation and Accountability: Practice

**Instructions:** Based on the negotiation between Sofia and Mr. Thompson, fill-in-the-blanks and answer the following questions.

### Part 1: Fill in the Blanks

Complete the sentences using words or information from the script.

1. Sofia met with Mr. Thompson to negotiate the terms and conditions of the upcoming \_\_\_\_\_ agreement.
2. The student body was concerned because the term "flexible" in the original clause was too \_\_\_\_\_.
3. Sofia suggested a \_\_\_\_\_ of 20 hours per week to help students balance their academics.
4. Mr. Thompson proposed a "\_\_\_\_\_ hours" system as a middle ground between flexibility and a rigid schedule.
5. Under the new agreement, students must be present specifically from 10:00 AM to \_\_\_\_\_.
6. Sofia will document the final consensus in a formal document called a \_\_\_\_\_.
7. To ensure \_\_\_\_\_, Sofia will include the specific definition of the required hours in the document.

## Part 2: Short Answer

Answer the following questions based on the dialogue.

8. Deadline: By what day of the week must Sofia send the draft to Mr. Thompson?

Answer: \_\_\_\_\_

9. Monitoring: What tool will be implemented monthly to follow up on the commitments and hours?

Answer: \_\_\_\_\_

10. Conflict Resolution: According to Sofia, in what kind of "manner" will they address issues to prevent them from becoming larger problems?

Answer: \_\_\_\_\_