

## SCORESHEET FOR NEGOTIATING PAIR

*SCORING SCALE: 0-2 (Poor) 3-4 (Average) 5-6 (Good) 7-8 (Very Good) 9-10 (Exceptional)*

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**TEAM CODE:**

**ROOM No.:**

**NAME OF THE JUDGE:**

NO	CRITERIA	MARKS
1.	<b>INTRODUCTION / OPENING STATEMENT –</b>  a) Are the team members “in character”? b) Has the party appropriately summarized the factual matrix so far? c) Has the party set a cordial tone for the session ( <i>consider politeness, willingness to listen, willingness to be accommodative, etc.</i> )? d) Has the party conveyed its interests succinctly? e) Has the party shown its willingness to collaborate?	
2.	<b>*TEAM WORK –</b>  a) How well were the roles divided between the client-counsel pair? Did the division of roles suit the undertaken strategy? b) Have both team members divided subject matter in an equitable and role-appropriate manner? c) Have the members communicated effectively with each other ( <i>for instance- are they interrupting or contradicting each other? Is one team member speaking over the other? Except when one team member is making a blatant error as to facts/ is misrepresenting their settlement authority/ creating self-serving additional information</i> ) d) Do the mannerisms of both team members indicate that they are comfortable working with each other and/or trust each other?	

3.	<p><b>*IDENTIFYING &amp; ADVANCING PARTY’S INTERESTS –</b></p> <p>a) Did the team distinguish between the positions and interests of the other party?</p> <p>b) Did the team use objective criteria in advancing its needs and interests?</p> <p>c) Did the team attempt to understand and respect the interests of the other party?</p> <p>d) Did the team understand which interests are mutual and which are conflicting and use this to their advantage?</p> <p>e) Did the team show flexibility in the light of new/ unforeseen information?</p> <p>f) Did the team manage to secure all/ most of their primary interests? If not, did they concede on an interest as a strategic choice?</p>	
4.	<p><b>INFORMATION GATHERING –</b></p> <p>a) Has the team displayed active listening skills?</p> <p>b) How broadly has the team defined the idea of relevant information?</p> <p>c) Has the team gathered all the information it would need to distinguish between positions, needs and interests of the other party?</p>	
5.	<p><b>COLLABORATING WITH THE OTHER PARTY–</b></p> <p>a) Did the team show flexibility and actively collaborate with the other party?</p> <p>b) Did the team attempt to build trust and a mutual relationship?</p> <p>c) Was the team open-minded about the ideas of the other party?</p> <p>d) Did the team combat impasse/ other obstacles efficiently?</p>	

6.	<p><b>USE OF CAUCUS &amp; USE OF MEDIATOR</b></p> <p>a) Was the caucus called for an appropriate reason?</p> <p>b) Was time managed efficiently during the caucus?</p> <p>c) Were the underlying interests and issues identified?</p> <p>d) Did the team use the mediator's help at the right time and in a suitable manner?</p> <p>Did the team react constructively to the mediator's interventions?</p>	
7.	<p><b>*CREATIVE OPTION-GENERATION –</b></p> <p>a) Did the team participate in a brainstorming process and come up with creative solutions?</p> <p>b) Did the team come up with solutions that have a legitimate basis and are feasible in the long run?</p> <p>c) How well did the team's options advance its own interests?</p> <p>d) Did the team discuss settlement terms in sufficient detail?</p>	
8.	<p><b>OVERALL NEGOTIATION STRATEGY –</b></p> <p>a) Did the team manage its own time efficiently?</p> <p>b) Did the team use its confidential information strategically?</p> <p>c) Did the team negotiate in good faith and use ethical and legitimate methods?</p> <p>Did the team deal with concerns and emotions appropriately?</p>	
<b>TOTAL (OUT OF 80):</b>		

SIGNATURE:

*(Note: The total scores in the criterion at serial numbers 2, 7, and 3 (in the same order) will be used for tie-breaking for the Negotiating Pairs.)*