Recommended Continued Advisor Education

The following online classes are recommended to enhance Advisor knowledge on all topic areas addressed in the Combat Advisor Training Course

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**J3O -JSFA-001 -JSFA Joint Security Force Assistance Class Overview (FOUO) (1 hr)**

**Description:** The purpose of this course is to provide students from the Joint environment with the basic understanding of the JSFA (Joint Security Force Assistance) course provided at Fort Polk to include reporting instructions and the prerequisites necessary to have completed prior to attending the physical course at Fort Polk.

**J3O P-US1336-Security Force Assistance 101 - (1 hr)**

**Description:** This course introduces the learner to Security Force Assistance (SFA). Topics covered include SFA goals, SFA imperatives, and the role, traits, and skills of the Security Force Assistance Advisor.

**J3O P-US744-Cross-Cultural Competence Trainer (3CT) V2 - (2 hrs)**

**Description:** The purpose of this course is to provide the understanding of both one's own and other cultures. Interaction with local populations and other cultural factors are not only critical elements in persistent conflict but contribute to the success and-or failure of stability, peacekeeping, humanitarian aid and disaster relief operations. It is imperative that we build a Total Force which is globally aware and adept at interacting with people from a variety of cultures while operating within joint, interagency, coalition and multinational contexts. Cross-Cultural Competence (3C) is emerging as an important and practicable means for enhancing the ability of units and individuals to perform successfully over the full spectrum of operations. Understanding cultural differences will contribute to mission success - just as failing to grasp cultural variations will contribute to mission failure. This course provides 3C training that is based around the mission areas of Humanitarian Assistance, Key Leader Engagement, Study Abroad, Provincial Reconstruction Teams (PRT) - Planning Medical Missions and Civilian Expeditionary Workforce (CEW) - Initial Meetings

**J3OP-US1110 SFA Planning (RCS 11) Course – (1 hr)**

**Description:** The purpose of this course is to train Individual Augmentees (IAs) assigned to the Combined Joint Task Force-82 (CJTF-82) and International Security Assistance Force (ISAF) Regional Command-South (RC-South) staff who were unable to participate in the formal training seminars presented to the core staff. The student will become familiar with planning issues associated with a JTF and aspects of the Joint Operation Planning Process. At the conclusion of the course, the student will: understand that planning is commander-centric; understand the environment and frame the problem prior to attempting to solve it; recognize the need to spend time organizing the headquarters for planning; understand that assessment drives the planning process; understand that branch and sequel planning helps set conditions for success; and finally, to understand the importance of including stakeholders in the planning process. This course is derived from the US Joint Forces Command/Joint Warfighting Center (JWFC) Deployable Training Team academic training seminars presented to the incoming CJTF-82 staff during the Mission Rehearsal Academics and Exercise.
J3OP-US1159 JFC200 Assessment Course – (1 hr)

**Description:** This course shares some important insights and best practices on prioritizing and allocating resources at Combatant Commands and Joint Task Force (JTF) headquarters. The content in this course is largely based on information contained in the Insights and Best Practices Focus Paper 11, and other Capstone briefings published by the Joint Staff J7 Deployable Training Division.

J3OP-US1335 SFA 201 - Building Partner Security Capacity Course – (1 hr)

**Description:** This course discusses the elements of building and maintaining partner security capacity. Generating, Functioning, and Operating basics are covered, as well as Ends, Ways, and Means.

J3O P-US1389-Role of the Gender Advisor (1 hr)

**Description:** This course provides a general introduction to the Gender Advisor's role and function of integrating a gender perspective in military operations. The course presents gender advisor duties; gender analysis in NATO-led military planning, operations, education, training and exercises; gender perspective and gender analysis in strategic, operational and tactical military planning; gender perspective in Security Force Assistance; and how to prevent and respond to Conflict-Related Sexual and Gender-Based Violence. Estimated completion time is 1 hour.

J3O P-US1315 - Air Force Negotiation Center (AFNC) Online Practical Guide (1 hrs)

**Course Overview/Description:** As members of the US Armed Forces, we are constantly interacting with other military members, civilian employees, contractors, sister services and members from other nations. These interactions typically involve some degree of negotiation. As such, senior leaders have identified negotiation skills as a critical core competency. This course will introduce you to the Trust, Information, Power and Options (TIPO) assessment model and the five essential negotiating strategies. With an understanding of TIPO and these strategies, you'll be better prepared to evaluate any situation, correctly select and apply the most appropriate strategy, and ultimately achieve mission success.


**Course title:** CP50 - Negotiation Essentials: What Is Negotiation? (1 hr, 2 mins)

**Course Overview/Description:** Everyone has to negotiate at some point in his or her life. Strong negotiations skills can be survival skills, both in and out of the workplace. But being able to negotiate successfully requires that you understand some of the basic concepts of negotiation. Negotiation has been described in many ways – getting what you want, reaching an agreement, influencing others, and bargaining. However you think of it, though, negotiation is a process in which two or more parties with different needs and goals work together to find a solution that is acceptable to all. This course defines negotiation and describes actions that can help you negotiate successfully. It also discusses two types of negotiation – distributive and integrative – that you will typically encounter in business. And finally, this course covers styles of negotiating.

**Objective:**
- recognize actions that can help you negotiate successfully
- distinguish between characteristics of distributive and integrative negotiation
- identify the negotiating style used in a given situation
Course title: CP50 - Negotiation Essentials: Planning for Negotiation (1 hr)

Course Overview/Description: It's true that negotiating can sometimes seem a daunting task. But if you're properly prepared, you'll likely reach an outcome that benefits both you and the other party without too much stress. If you've ever gone into a negotiation without preparing, it's likely that you were reactive and unfocused, and you may have ended up with a less than desirable outcome. Proper planning would have given you the direction needed to do effective problem solving at the negotiation table. Thinking carefully about what you want to achieve, as well as what the other party wants, will pave the way for a smooth and successful negotiation. You will know which terms are acceptable to you and which are not, and you will be ready for objections from the other party. This course describes key considerations when preparing for a negotiation. It also covers how to prepare for likely compromises you'll need to make, and how having alternatives to a negotiated agreement and knowing your 'walk away' point can make negotiations go smoother.

Objectives:
- recognize key considerations when preparing for a negotiation
- recognize how to prepare for compromises in a negotiation
- recognize the role of a BATNA in strengthening a negotiating position
- identify the zone of possible agreement for a given negotiation

Course title: CP50 - Negotiation Essentials: Communicating: (59 mins)

Course Overview/Description: If you want to achieve a successful outcome in a negotiation, you need to communicate well. And this means not only being clear in how you deliver your message but also ensuring the other party feels understood. You need to actively and skillfully create a connection with the person you're negotiating with. Otherwise, you won't ever reach an agreement. This course describes ways you can communicate effectively in a negotiation. It discusses how to set the tone for a negotiation, make an effective and clear proposal, and respond positively to the other party in the negotiation.

Objectives: Communicating Effectively in Negotiations
- recognize how to set the right tone for a negotiation
- recognize effective ways to communicate your proposal during a negotiation
- respond appropriately to the other party in a given negotiation scenario

Course title: CP50 - Negotiation Essentials: Persuading (1hr)

Course Overview/Description: Successful negotiators have the ability to persuade others that their interests are important. But they don't achieve this by ignoring the interests of the other party. Instead, they frame and adapt their interests to reflect the other side's viewpoint. This course identifies the value of persuasion in negotiations and highlights strategies to help you be persuasive in negotiations. It also covers techniques for effectively dealing with difficult people in negotiations.

Objectives: Persuading the Other Party in a Negotiation
- recognize strategies for being persuasive in a negotiation
- use persuasive strategies in a given negotiation
- recognize how to deal effectively with difficult people in a negotiation
Course title: CP50 - Negotiation Essentials: Avoiding Pitfalls in Negotiations (1hr)

Course Overview/Description: Negotiations can be tough. But keeping your wits through pressure and problems can lead to breakthroughs and success. Negotiations commonly fail because poor approaches and tactical blunders create additional stumbling blocks to overcome. Negotiators need to be aware of the kinds of actions or attitudes that can hinder the achievement of an agreement. But they also need to understand tactics the other side may use to create a negotiating advantage. This course describes how to overcome common errors in negotiating. It also covers strategies for dealing with difficult negotiating tactics from the other side. Finally, it outlines how to diagnose barriers to agreement.

Objectives: Avoiding Pitfalls in Negotiations
- recognize which strategies to use to overcome common errors in negotiation
- match strategies for dealing with difficult negotiating tactics to examples of when they are needed
- identify steps in diagnosing barriers to agreement in a negotiation

Course Title: How Culture Impacts Communication (29 mins)

Course Overview/Description: With so much business happening on a global scale, cross-cultural communication is more important than ever before. Communication is always a challenge, and when diverse cultures interact, good communication can be even more challenging. In this course, you'll learn about the importance of achieving a proper mindset for cross-cultural communication. You'll explore aspects of cultures that affect how people communicate across cultural boundaries. You'll learn also considerations for speaking and writing in cross-cultural environments.

Objectives: Communicating in Cultural Contexts
- identify perspectives that support cross-cultural communications
- define high- and low-context communication styles
- classify examples of communication styles as low context
- recognize strategies for effective communication in low-context cultures
- identify examples of communication styles as high-context
- recognize strategies for effective communication in high-context cultures
- communicate effectively in low- and high-context settings

Course Title: Using Communication Strategies to Bridge Cultural Divides (29 mins)

Course Overview/Description: It takes time to build working relationships with people from other cultures, but it only takes a second to alienate them by accidentally breaking the rules of intercultural protocols. That's why relationships are so important in the current global business context, where you have to share objectives and working space with people with diverse cultural backgrounds. In this course, you will learn about dealing effectively with cultural difference to improve cross-cultural communication and build rapport. You'll also learn about the misunderstandings and behaviors that can hinder good communication and ways to overcome them. Finally, you'll learn strategies to give effective presentations to people from low- and high-context cultures.

Objectives: Communicating Across Cultures
- recognize how to deal effectively with cultural differences to improve cross-cultural communication
- recognize strategies for building rapport across cultures
- classify examples of ethnocentrism, stereotypes, and misunderstandings in the context of cross-cultural communication
• recognize behaviors that can hinder cross-cultural communication and actions to overcome them
• classify the cultural attributes as either low- or high-context
• identify guidelines for a low-context approach to giving effective presentations
• identify guidelines for a high-context approach to giving effective presentations
• use strategies to overcome cultural differences


Course Title: Communicating Across Cultures (1 hr, 1 min)

Course Overview/Description: Communicating effectively across cultures can be very difficult. Not only must you pay attention to the cultural distinctions of your audience and adjust your style to them, but you also need to adjust your style to different forms of communication. This course offers guidelines and best practices for speaking and writing across cultures. The course also highlights the importance of keeping your audience's cultural expectations in mind when creating presentations and how to make your presentations effective in a variety of cross-cultural settings. Finally, the course provides a chance to practice communicating effectively through scenarios involving high- and low-context cultures.

Objectives: Communicating Across Cultures
• recognize strategies for effective verbal communication in both high- and low-context cultures
• classify guidelines for effective presentations as being reflective of high- and low-context approaches
• communicate effectively in a high- and low-context setting


Course Title: Culture and Its Effect on Communication (54 mins)

Course Overview/Description: Effective communication is always a challenge, and when diverse cultures are introduced, good communication can become even more challenging. In today’s global economy, understanding how context, style, beliefs, and value systems influence the way we communicate and decode others' messages is more important than ever. This course attempts to explain various dimensions of a culture and how they affect the communication between individuals from different cultures by identifying the requirements of successful cross-cultural communication. The course takes you through the communication styles for high or low-context situations and provides some key guidelines to improve your cross-cultural communication based on Hofstede's cultural dimensions model.

Objectives: How Culture Can Affect Communication
• identify guidelines for successful cross-cultural communication
• classify examples of communication styles as being high- or low-context
• match the cultural dimensions in Geert Hofstede's Model with their descriptions
• match each dimension with the guideline that describes how to improve communication with people who exhibit that dimension

J3O P-US1104-AFPAK: Cross-Cultural Communication (1 hr)

Description: The AFPAK Cross-Cultural Communications course is designed to provide analysts and others deploying to or supporting operations in the AFPAK region a basic understanding of communicating effectively across cultures. It describes specific cultural characteristics of the AFPAK region and provides practical advice on how to build rapport and improve willingness to cooperate in Afghanistan and in Pakistan.
J3O P-US1105-AFPAK: Overview of Kandahar Province (1 hr)

Description: The AFPAK Overview of Kandahar Province is designed to provide analysts and others deploying to or supporting operations in Kandahar Province a basic understanding of the strategic importance of Kandahar Province to Afghanistan and the surrounding region.

J3O P-US1106-AFPAK: Overview of P2KG Provinces (1 hr)

Description: The AFPAK Overview of P2KG Provinces is designed to provide analysts and others deploying to or supporting operations in the P2KG Provinces a basic understanding of the strategic importance of the P2KG Provinces to Afghanistan and the surrounding region.

J3O P-US852-VCAT AFPAK - (2 hrs)

Description: The purpose of this course is to provide cultural awareness and language training using gaming technologies along with other innovative methods. VCAT AFPAK focuses on the countries of Afghanistan and Pakistan; and provides a basic introduction to Dari, Pashto, and Urdu focused on the missions of Humanitarian Assistance and Leader Engagements. It is a web-based course on JKO that delivers a customized course of instruction which is based on the specific area of deployment and the specific area of interest selected by the user. Users are tested on their knowledge and must score a passing grade in order to graduate and receive their certificate of completion.

AFR -US003-Africa Area Studies Overview Course (5 hrs)

Description: Africa Area Studies Overview Course is designed to familiarize the students with the history, geography, demographics, and recent events and organization at play in the continent of Africa. The course discusses early civilizations and kingdoms, Arab and European exploration and trade with the continent, the spread of Christianity and Islam, as well as the profound influence of the colonial era, Africa’s struggle for independence, and the Cold War and Post-Cold War eras. The course also examines current issues and events that have affected or are affecting the continent, such as French influence in Africa, the Muslim and Christian faultline the Muslim Brotherhoods continued tension and conflict in the Horn of Africa the uniqueness of the Maghreb region, the Taureg insurgencies in Mali and Niger Africa's First World War, the second scramble for Africa, U.S. efforts to enhance African peacekeeping capabilities and a brief overview of African militaries. Emphasis is placed on how these issues and events have affected Africa’s political, economic, and social development, as well as local and regional stability and security, and how these issues challenge the U.S.

JMESI -US012-JMESI - Decision Making (1 hr)

Description: The first lesson describes a problem-solving model, individual versus group decision-making, and managerial decision-making styles. The second lesson discusses how to identify and analyze problems, including writing a problem statement and applying critical thinking to a situation. In addition, the lesson will address methods to generate and evaluate alternative solutions to a problem. The third lesson provides methods to implement a decision, including action plans and pilot studies. In addition, the lesson discusses how to obtain commitment for a decision and ensure that the decision is implemented as planned.
JMESI -US019-JMESI - Ethical Decision Making (1 hr)

**Description:** The first lesson describes the origins of rights and duties, ethical philosophies/theories, and the four basic principles of: 1. Respect for autonomy (self-determination) 2. Non-maleficence (avoidance of harm) 3. Beneficence (providing benefits and balancing risks/benefits) 4. Justice (equitably distributing benefits and resources). The second lesson discusses the four categories of healthcare ethics (i.e. organizational, professional, personal, and bioethical), a framework for ethical justification, moral reasoning, and a three-step approach to ethical analysis. The third lesson provides specific tools to assist you in ethical decision making, including the Baylor Seven-Step Model, Nash's 12 questions to examine the ethics of a business or operational decision, a decision matrix, and Hosmer's 10 principles for ethical deliberations.

CNIC -US1363-Training and Readiness - The Active Shooter (1 hr)

**Description:** The Training and Readiness Active Shooter course provides awareness and responsivities to ensure the safest possible outcome during an active shooter event.

JMESI -US094-JMESI - Public Speaking (1 hr)

**Description:** The first lesson describes the preparation for, and organization of, a speech, how to analyze the needs of the audience, and the key elements of a speech. The second lesson discusses ways to speak plainly and directly and the methods to effectively use voice, pace, gestures, movement, and visual aids (i.e., slide presentations). The third lesson identifies considerations for speaking to diverse audiences, approaches to evaluate your effectiveness as a speaker, and ways to overcome the fear of speaking.

J3O P-US1147-JFC 100 Module 07: Joint Fires and Joint Targeting (1.5 hrs)

**Description:** This module will describe how lethal and non-lethal actions can be used to achieve mission objectives. In order to effectively utilize the vast array of lethal and non-lethal actions available to the JFC, it is essential to properly coordinate information operations with joint planning. This will assure that the appropriate targets are selected and that the lethal or non-lethal action implemented against said target has the desired effects.

J3O P-US1358-Fires - Joint Targeting Cycle Video (10 min)

**Description:** Fires Video depicting the Joint Targeting Cycle: (1) End state and commander's objectives. (2) Target development and prioritization. (3) Capabilities analysis. (4) Commander's decision and force assignment. (5) Mission planning and force execution. (6) Assessment. The deliberate and dynamic nature of the joint targeting cycle supports joint operation planning and execution, providing the depth and flexibility required to support the concept of operations (CONOPS) and commander's intent as opportunities arise and plans change.

JMESI -US063-JMESI - Leadership Ten: Running Effective Meetings and Committees (1 hr)

**Description:** The first lesson addresses when to call a meeting, the four types of meetings, how to prepare for a meeting, and the key actions in running an effective meeting. Lesson highlights include formats for an agenda and meeting minutes. The second lesson describes the responsibility matrix, 14 ground rules for running meetings, effective meeting behaviors (including what to say), and how to deal with difficult personalities. Lesson highlights include an example of a completed responsibility matrix and specific techniques to deal with
difficult people in meetings. The third lesson discusses how to evaluate the effectiveness of meetings. Lesson highlights include a group effectiveness survey, a meeting evaluation questionnaire, and questions to assess group process.

J3O P-US018-Fundamentals of Personnel Recovery (PR 102) Course (3 hrs)

**Description:** Fundamentals of Personnel Recovery provides an overview of the DoD implementation of joint personnel recovery doctrine. The course familiarizes the student with all aspects of personnel recovery, from the governing directives, instructions, and joint doctrinal concepts to the importance of integrating evasion and recovery into existing operational plans to support military operations across the spectrum of conflict. It is not a tactical level course; the intent is for exposure to the personnel recovery arena from the strategic- and operational- levels of war.

J3O P-US1233-PR 106 Joint Personnel Recovery Reintegration Team Responsibilities (4 hrs)

**Description:** The purpose of this advanced distributed learning course is to prepare potential reintegration team members. The course content includes fundamentals of the reintegration process; team member roles and responsibilities, planning, legal considerations, family support and additional information to support DoD Casualty Assistance Officers (CAOs). Evaluation will be conducted through checks on learning at the end of each lesson.

J3OP-US623 Foreign Internal Defense Course – (5 hrs)

**Description:** The purpose of this course is to provide an overview of the new Joint Publication, JP 3-22, Foreign Internal Defense. This is a core course for the Irregular Warfare (IW) curriculum that will provide staff and individual augmentees access to relevant IW training with the objective of providing IW training to those who cannot attend formal residence Joint Professional Military Education or training exercises. The audiences are the planners/operators during pre-deployment to include military, interagency and multi-national partners.

J3OP-US625 Stability Operations – (5 hrs)

**Description:** The purpose of this course is to provide a basic introduction to Stability Operations as it applies to a joint force. The course is based on joint doctrine as defined in draft JP 3-07, Stability Operations, and other doctrinal publications and policy documents. Stability Operations is one of the five primary Irregular Warfare activities as defined in Department of Defense Directive 3000.07, Irregular Warfare. The course is intended to educate those who are unfamiliar with Stability Operations activities and processes.

J3OP-US1113 Information Sharing (RCS 11) Course – (1 hr)

**Description:** The purpose of this course is to train Individual Augmentees (IAs) assigned to the Combined Joint Task Force-82 (CJTF-82) and International Security Assistance Force (ISAF) Regional Command-South (RC-South) staff who were unable to participate in the formal training seminars presented to the core staff. The student will become familiar with JTF Headquarters Information Management concepts and understand best practices employed by other Joint Task Forces. This course is derived from the US Joint Forces Command/Joint Warfighting Center (JWFC) Deployable Training Team academic training seminars presented to the incoming CJTF-82 staff during the Mission Rehearsal Academics and Exercise, 4-8 April 2011 and 31 May 3 June 2011.
J3OP-US1214 Unity of Effort Framework Course – (3 hrs)

**Description:** The purpose of this course is to introduce the Unity of Effort Framework. This Framework introduction includes how a Joint Force must partner with US Government departments and agencies to achieve strategic goals and missions. This course provides detailed instruction on the concept of the Framework, the Framework's four stages, and elements of a successful Framework. This course also identifies the process of improving for unity of effort with interagency partners utilizing the Framework's definitions, templates, and instructions as well as the inherent challenges stemming from planning complex interagency missions.

J3OP-US1302 USPACOM Foreign Humanitarian Assistance Course – (2 hrs)

**Description:** The purpose of this course is to educate USPACOM staff and subordinate commands on the roles, authorities, and processes regarding DoD response to foreign disasters in the USPACOM area of responsibility (or AOR).

J3OP-US1306 Multinational ROE Development Course – (1 hr)

**Description:** The purpose of this course is to present a framework of standardized repeatable processes, tools and lexicon for U.S. and multinational partners to develop national and multinational Rules of Engagement (ROE). The course covers: The Coalition Building Process, The Coalition ROE Development Process, National ROE Development, and Multinational ROE Development.

J3OP-US1204 VCAT Levant (2 hrs)

The purpose of this course is to provide cultural awareness and language training using gaming technologies along with other innovative methods. The VCAT Levant focuses on the countries of Jordan, Egypt, Lebanon, and Iraq; and provides a basic introduction to Modern Standard Arabic focused on the missions of Humanitarian Assistance, Leader Engagements, and Training with Host Nation Military. It is a web-based course on JKO that delivers a customized course of instruction which is based on the specific area of deployment and the specific area of interest selected by the user.

J3O P-US1325-Cross-Cultural Negotiations (CCN) Pre-Deployment - Force Protection Planning (1 hr)

**Description:** As the Department of Defense (DoD) faces the increasingly complex security challenges of the 21st century, interaction with local populations of other cultures is a critical element that contributes to the success or failure of various missions. Cross Cultural Negotiations is an important and practicable means for enhancing the ability of individuals to perform successfully over the full spectrum of operations. The overall objective of the Cross-Cultural Negotiations (CCN) course is to provide a framework to determine and employ essential negotiation strategies across cultures. This course teaches that framework and focuses on its application to Humanitarian Assistance missions.
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