

THE DEAL

STEPS WORKBOOK

Here are the steps we took, which are suggested as a program of recovery.

Why we do this?

"Our chief responsibility to the newcomer is an adequate presentation of the program ..." (see page 10, As Bill Sees It)

"Unless each AA member follows to the best of his ability the 12 Steps of recovery, he is almost certainly signing his own death warrant." (see page 12, 12 & 12)

"Sobriety – freedom from alcohol – through the teaching and practice of the Twelve Steps is the sole purpose of an AA group. Groups have repeatedly tried other activities, and they have always failed. It has also been learned that there is no possible way to make nonalcoholics into AA members." (AA Pamphlet 35 - Problems Other Than Alcohol)

"The AA 12 Steps are a group of principles, spiritual in nature, which if practiced as a way of life can expel the obsession to drink and enable the sufferer to become happy and usefully whole." (page 16, 12 & 12)

How it works?

The Workbook

This workbook is an aid to studying and working through the basic text of Alcoholics Anonymous (aka the Big Book) and should be used in step work with a sponsor.

It is no intended to replace:

- The careful reading of the Big Book
- Study and practice of the program of Alcoholics Anonymous
- Regular attendance at group meetings

- Discussion with other members of AA

Outline of the Program

<i>THE PROBLEM</i>	<i>THE SOLUTION</i>	<i>THE ACTION STEPS</i>
Doctor's Opinion Chapter 1 – Bill's Story	Chapter 2 – There is A Solution Chapter 3 – More About Alcoholism Chapter 4 – We Agnostics	Chapter 5 – How It Works Chapter 6 – Into Action Chapter 7 – Working With Others
STEP 1	STEP 2	STEPS 3, 4, 5, 6, 7, 8, 9, 10, 11, 12

Step 1

We admitted we were powerless over alcohol – that our lives had become unmanageable.

Readings from the Big Book:

'The Doctor's Opinion' from page xxv to xxxii

Chapter 1, 'Bill's Story' from page 1 to 16

The Step

1. *"We admitted..."*

- a. To let in, confess, willingly concede, acknowledge, accept as true.
- b. An out-loud admission to self and others
- c. An honest appraisal and recognition of the problem.
- d. An honest admission of defeat.
- e. The beginning of surrender.
- f. To fully concede to our innermost self.

2. *"...we were powerless over alcohol - ..."*

- a. We do not personally have the necessary power to overcome or to stop drinking.
- b. We suffer from a "Physical Allergy" (Craving) causing uncontrolled drinking once drinking is commenced.
- c. Lack of control when we drink – cannot drink successfully.
- d. We have a mind that at certain times gives permission to start drinking against our will due to a "Mental Obsession".

e. Lack of power to stop from starting – can't stay stopped.

f. Can't differentiate the true from false.

g. Desire for effect overcomes the desire for sobriety.

3. "... - *that our lives had become unmanageable*"

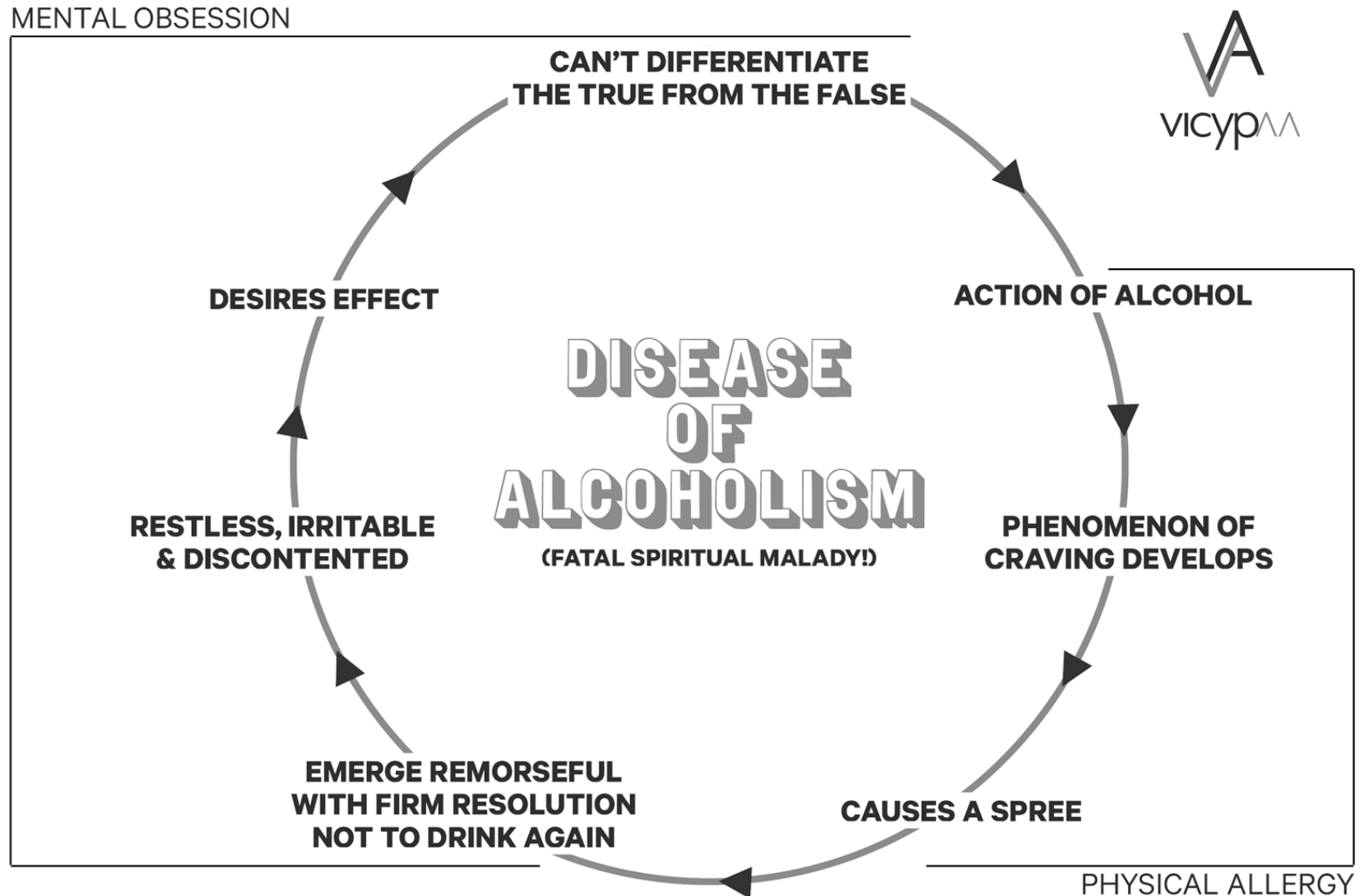
a. Life is unmanageable as we succumb to the desire to drink alcohol time and time again.

b. We cannot manage an effective mental defence against alcohol.

c. We are failed managers of our lives.

d. We cannot live with alcohol, but cannot manage our lives without it either.

The Cycle of Alcoholism from the Doctor's Opinion



Other nuggets from the Doctor's Opinion

See if your experience matches the Dr's description of the Alcoholic.

The Doctor's Observation	Your Experience
<i>"These allergic types can never safely use alcohol in any form at all ..."</i> (Page xxviii)	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>"Once having formed the habit and found they cannot break it, once having lost their self-confidence, their reliance upon things human, their problems pile up on them and become astonishingly difficult to solve."</i> (Page xxviii)	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>"Frothy emotional appeal seldom suffices."</i> (Page xxviii)	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>"Men and women drink essentially because they like the effect produced by alcohol."</i> (Page xxviii)	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>"To them, their alcoholic life seems the only normal one."</i> (Page xxviii)	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>"They are restless, irritable and discontented, unless they can again experience the sense of ease and comfort which comes at once by taking a few drinks ..."</i> (Page xxviii-xxix)	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>"... drinks they see others taking with impunity."</i> (Page xxix)	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>"succumbed to the desire again"</i> (Page xxix)	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>"These men were not drinking to escape; they were drinking to overcome a craving beyond their mental control."</i> (Page xxx)	Yes <input type="checkbox"/> No <input type="checkbox"/>

<p><i>"... they cannot start drinking without developing the phenomenon of craving."</i> (Page xxx)</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
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Dr's Opinion Exercise

Write out 5 examples where you passed through the Cycle of Alcoholism in the following order:

1. Restless, irritable and discontent ...
2. Desires affect ...
3. Can't differentiate the truth from the false ...
4. Action of alcohol ...
5. Phenomenon of craving develops ...
6. Causes a spree ...
7. Emerge remorseful with a firm resolution not to drink again ...

Bill's Story

Look for the similarities, not the differences.

None of us identify with being a washed-up stock-broker in the 1930's, so look at how Bill drank, how he thought and how he behaved.

Bill's Experience	Your Experience
<p><i>"I fancied myself a leader ... My talent for leadership, I imagined, would place me at the head of vast enterprises which I would manage with the utmost assurance."</i> (Page 1)</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"I would prove to the world I was important."</i> (Page 2)</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>

<p><i>"Though my drinking was not yet continuous, it disturbed my wife. I would still her forebodings by telling her that men of genius conceived their best projects when drunk ..."</i> (Page 2)</p> <p>eg. did you lie to justify your drinking?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"I had arrived."</i> (Page 3)</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"Drink was taking an important and exhilarating part in my life."</i> (Page 3)</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"My drinking assumed more serious proportions ..."</i> (Page 3)</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"The remonstrances of my friends terminated in a row and I became a lone wolf."</i> (Page 3)</p> <p>eg. did you separate from friends and family?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"We went at once to the country" but "Liquor caught up with me ..."</i> (Page 3)</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"As I drank the old fierce determination to win came back."</i> (Page 4)</p> <p>eg. false courage</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"But drinking caught up with me again and my generous friend had to let me go."</i> (Page 4)</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"I became an unwelcome hanger-on ..."</i> (Page 5)</p> <p>Note. Bill started out fancying himself a leader (see page 1) but became an unwelcome hanger-on.</p> <p>eg. did life turn out the way you thought it would?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>

<p><i>"Liquor ceased to be a luxury; it became a necessity." (Page 5)</i></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"I still thought I could control the situation, and there were periods of sobriety which renewed my wife's hope." (Page 5)</i></p> <p>eg. were you delusional when it came to drinking?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"Gradually things got worse." (Page 5)</i></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"I got a promising business opportunity ... Then I went on a prodigious bender and that chance vanished." (Page 5)</i></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"I saw I could not take so much as one drink ... this time I meant business ... Shortly afterward I came home drunk." (Page 5)</i></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"There had been no fight." (Page 5)</i></p> <p>eg. did you have a defence?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"Renewing my resolve, I tried again." (Page 5)</i></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"One day I walked into a café to telephone. In no time I was beating on the bar asking myself how it happened again. As the whisky rose to my head I told myself I would manage better next time, but I might as well get good and drunk then." (Page 6)</i></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"The remorse, horror and hopelessness of the next morning are unforgettable. The courage to do battle was not there." (Page 6)</i></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"My brain raced uncontrollably and there was a terrible sense of impending calamity." (Page 6)</i></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>

<p><i>"Then came the night when the physical and mental torture was so hellish I feared I would burst through my window, sash and all." (Page 6)</i></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"Surely this was the answer – self knowledge. But it was not, for the frightful day came when I drank once more." (Page 7)</i></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"No words can tell of the loneliness and despair I found in that bitter morass of self-pity. Quicksand stretched around me in all directions." (Page 8)</i></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><i>"I had met my match. I had been overwhelmed. Alcohol was my master." (Page 8)</i></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>

Do I now understand what Step 1 means?

Question 1 – What is your definition of "Powerlessness":

Question 2 – What is your definition of "Unmanageable":

STEP 2

Came to believe that a power greater than ourselves could restore us to sanity.

1. Readings from the Big Book:

Chapter 2, 'There is a solution' from page 27 to 29

Chapter 3, 'More about alcoholism' from page 30 to 43

Chapter 4, 'We Agnostics' from page 43 to 57

2. The Step

1. "Came to Believe"
 - a. lay aside prejudice;
 - b. approach the task with willingness and an open mind;
 - c. consider whether it is possible that you are right and the rest of the world is wrong; and
 - d. honestly examine the examples of recovered alcoholics demonstrating degrees of stability, happiness and usefulness.
2. "a power greater than ourselves"
 - a. The problem = Lack of power.
 - b. The solution = A power greater than ourselves.
 - c. The Fellowship of AA together with the 12 Steps is a power greater than us for the recovering alcoholic.
3. "restore us to sanity"
 - a. **What is sanity?**

- i. Not doing the same thing over and over and avoiding the predictable outcomes.
- ii. Being able to discern between fact and fiction.
- iii. The ability to choose between right and wrong.
- iv. Wholeness of mind.

b. What is insanity?

- i. Doing the same thing over and over and expecting different results.
- ii. Doing the same thing over and over knowing what the result will be and doing it anyway.
- iii. Inability to differentiate the truth from the false.
- iv. Suffering from a mental blank spot or peculiar mental twist with regards to alcohol.
- v. Cannot remember or do not care about the almost certain consequences of taking a drink.
- vi. Believe that a drink is the solution to all our problems.
- vii. Coming to a 12 Step program and not doing the 12 Steps.

c. Real/Hopeless Alcoholic = Insane

Review the examples of alcoholic insanity in the Big Book:

- Pages 26 to 28 - "A certain American business man"
- Pages 32 to 33 - "A man of thirty"
- Pages 35-37 - Jim's story
- Pages 37-38 - The jay-walker
- Pages 39 to 43 - Fred's story

3. Did you try to control your drinking?

One aspect of the alcoholic insanity is the lengths we will go in order to try to control our drinking.

How many of these methods did you try?

Drinking beer only	<input type="checkbox"/>	Limiting the number of drinks	<input type="checkbox"/>
Never drinking alone	<input type="checkbox"/>	Never drinking in the morning	<input type="checkbox"/>
Drinking only at home	<input type="checkbox"/>	Never having it in the house	<input type="checkbox"/>
Never drinking during business hours	<input type="checkbox"/>	Drinking only at parties	<input type="checkbox"/>
Switching from spirits to wine / beer	<input type="checkbox"/>	Having only one type of drink	<input type="checkbox"/>
Agreeing to resign if ever drunk on the job	<input type="checkbox"/>	Taking a trip	<input type="checkbox"/>
Not taking a trip	<input type="checkbox"/>	Swearing off forever (with or without solemn oath)	<input type="checkbox"/>
Taking more physical exercise	<input type="checkbox"/>	Reading inspirational books	<input type="checkbox"/>
Going to health retreats	<input type="checkbox"/>	Voluntarily going to rehab / hospital	<input type="checkbox"/>

Did any of these methods work for you long term? Yes No

4. Did you try to justify your drinking?

Many alcoholics try to justify their drinking eg. more creative, stressful job, needing to blow off steam, celebrating an event, trauma, loneliness, everyone else was drinking, work culture ect...

Early in his drinking career, Bill tried justifying his drinking to his wife by telling her that "... *men of genius conceived their best projects when*

drunk; that the most majestic constructions of philosophic thought were so derived." (page 2).

In other words, Albert Einstein discovered the theory of relativity on a drunk and Leonardo Di Vinci was plastered when he painted the Mona Lisa.

However, none of our excuses - no matter how plausible - make sense in light of the chaos and harm caused by our drinking.

Did you ever try to justify your drinking? What excuses did you give?

•
•
•
•
•

5. Who needs to be restored to Sanity?

The Big Book describes three types of drinker outlined below:

1. Moderate Drinker (Sane)	3. Real Alcoholic (Insane)
<ul style="list-style-type: none"> • Has little difficulty giving up alcohol entirely. • Can take a drink or leave it alone. 	<ul style="list-style-type: none"> • They may start out as moderate or hard drinkers. • At some point - maybe immediately, maybe after a period of time - they lose control. • They cannot quit entirely when they want to and, once they have started, they have little
2. Hard Drinker (mostly Sane)	
<ul style="list-style-type: none"> • May drink enough to gradually impair them physically and 	

<p>mentally.</p> <ul style="list-style-type: none"> • May cause them to die a few years early. • However, they can stop or moderate their drinking if a sufficiently strong reason arises eg. ill health, falling in love, change of environment, warning of a doctor. • They may find it difficult - but not impossible - to stop and may need medical attention. 	<p>control over how much they drink.</p> <ul style="list-style-type: none"> • <i>"He is a real Dr. Jekyll and Mr. Hyde."</i> (Page 21) • <i>"He is seldom mildly intoxicated. He is always more or less insanely drunk."</i> (Page X) • They may stay away from drink for a period of days, weeks, months or even years. However, these dry periods are followed by periods of less and less control. • <i>"And the truth, strange to say, is usually that he has no more idea why he took that first drink that you have."</i> (Page 23) • Unwilling to admit they have a problem with alcohol. • They never return to 'normal' drinking. • Unable to stop drinking on the basis of self-knowledge alone.
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Which type of drinker are you? _____

Homework:

Question 1 – What is your definition of "Insanity"?

Question 2 – What does it look like to be restored to Sanity?

Question 3 – Are you insane in regard to alcohol?

Yes No

Question 4 – Do you believe in a power greater than yourself?

Yes No

Question 5 – If no, are you willing to believe that there is a power greater than yourself?

Yes No

Question 6 – Do you believe you can be restored to sanity?

Yes No

STEP 3

Made a decision to turn our will and our lives over to the care of God as we understood Him.

1. Readings from the Big Book:

Chapter 5, 'How it Works' from page 58 to 63

2. The Step

1. "Made a decision"
 - a. Decision = Action
 - b. Promise = More words
2. "turn our will and our lives"
 - a. Will = Our thoughts, intentions and plans
 - b. Lives = Our actions
3. "over to the care of God as we understood Him"
 - a. Your own conception of God (eg Group of Drunks, the Fellowship, Nature)

Action is the magic work, not words are the magic action.

3. Before we start Step 3

We need to be convinced of three 'pertinent ideas' before we are ready for Step 3.

1	That we were alcoholic and could not manage our own lives.	<input type="checkbox"/>
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2	That probably no human power could have relieved our alcoholism.	<input type="checkbox"/>
3	That God could and would if He were sought.	<input type="checkbox"/>

4. A life run on self-will

The first requirement of Step 3 is that we be convinced that any life run on self-will can hardly be a success.

Answer these questions honestly:

1. Have you ever tried to run the whole show instead of just your part (aka played God)?

Yes No

2. Have you ever believed that the outcome would be great if only people would do as you wanted?

Yes No

3. In trying to get your own way, were you ever kind, considerate, patient, generous, modest or self-sacrificing?

Yes No

4. Have you ever been egotistical, selfish or dishonest?

Yes No

5. When you do not get your own way do you believe that life does not treat you right? Do you try harder again?

Yes No

6. When you do not achieve the outcome you want, have you ever admitted that you may be a little at fault, but that someone else is more to blame?

Yes No

7. Did you become angry, indignant, self-pitying?

Yes No

Can you now see that:

1. You were a self-seeker even when trying to be kind?

Yes No

2. You were a victim of the delusion that satisfaction and happiness could be achieved if you managed the world?

Yes No

3. Your actions made others retaliate?

Yes No

4. Even in your best moments, you were a producer of confusion rather than harmony?

Yes No

5. Your troubles are of **your own** making?

Yes No

5. What's next?

"Selfishness, self-centeredness!

That, we think, is the root of our troubles." (Page 62)

First, we must quit playing God.

Second, God must become our director.

We **conclude** Step Three with the following Prayer:

*"God, I offer myself to Thee-to build with me and to do with me as Thou will. Take away my difficulties, that victory over them may bear witness to those I would help of Thy Power, Thy Love, and Thy Way of Life.
May I do They will always!" (Page X)*

STEP 4

Made a searching and fearless moral inventory of ourselves.

1. Readings from the Big Book:

Chapter 5, 'How it Works' from page 64 to 71.

2. The Step

What is the purpose of Step 4:

- The making of lists, observations and comprehension through analysis.
- To find our grosser handicaps and comprehend their futility and their fatality.
- To digest some large chunks of truth about ourselves.

We take inventory of the following:

1. **Resentments** - Retain bitterness about, show indignation to, to re-feel or replay an old wound (ie Feelings of bitter hurt or indignation that come from rightly or wrongly held feelings of being hurt).
2. **Fears** - Feelings of anxiety, agitation, uneasiness, apprehension
3. **Sex harms** - To act incorrectly (ie Wrong acts that result in pain, hurt feelings, worry, bitterness, jealousy, financial loss...)

3. What instinct is affected?

Self Esteem (ie What we think of ourselves).

Emotional Security (ie Our need for another person or persons).

Material Security (ie Our need for money, property, things).

Personal Relationships (ie Our relations with other people).

Sex Relationships (ie Our sex relations with other people).

Ambitions (ie Our plans to gain acceptance, power, recognition, prestige, wealth, sex...).

4. Defects of character

Selfish - Thinking of ourselves, not considering others

Dishonest - Lying to others and to ourselves

Self-seeking - Making it all about us

Frightened - Afraid or anxious

Inconsiderate - Thoughtlessly causing hurt or inconvenience to other

5. The Four Columns

Complete in this order:

1. Resentment (Column 1 → Column 2 → Column 3 → Column 4)
2. Fear (Column 1 → Column 2 → Column 3 → Column 4)
3. Sex harms (Column 1 → Column 2 → Column 3 → Column 4)

Column 1	Column 2	Column 3	Column 4
<u>Resentment</u>			
Who / What? List people, institutions or principles with which we are angry	Cause? We asked ourselves why we were angry?	Affects? → Self-esteem → Material Security → Emotional Security → Personal relationships → Sex relationships → Ambitions	Defect? → Selfish → Dishonest → Self-seeking → Frightened → Inconsiderate
<u>Fear</u>			
What do you fear?	Why do you have the fear?	Affects?	Defect?

		<ul style="list-style-type: none"> → Self-esteem → Material Security → Emotional Security → Personal relationships → Sex relationships → Ambitions 	<ul style="list-style-type: none"> → Selfish → Dishonest → Self-seeking → Frightened → Inconsiderate
<u>Sex Harms</u>			
Whom did we hurt?	Did we unjustifiably arouse jealousy, suspicion or bitterness?	Affects? <ul style="list-style-type: none"> → Self-esteem → Material Security → Emotional Security → Personal relationships → Sex relationships → Ambitions 	Defect? <ul style="list-style-type: none"> → Selfish → Dishonest → Self-seeking → Frightened → Inconsiderate

STEP 5

Admitted to God, to ourselves, and to another human being the exact nature of our wrongs.

1. Readings from the Big Book:

Chapter 6, 'Into Action' from page 72 to 76.

2. The Step

1. Find a suitable person with whom to share your inventory - ie your sponsor.
2. Share your inventory from Step 4 leaving nothing out.
3. Return home and find a place where you can be quiet for an hour.
4. Thank God from the bottom of your heart that you know him better.
5. Review what you have done so far - i.e. carefully read the first 5 steps on page 59 of the Big Book, ask if you have omitted anything, ask if your work is solid so far?
6. If ready, move on to Step 6.

3. The reason for Step 5

"If we skip this vital step we may not overcome our drinking ...Trying to avoid this humbling experience, [alcoholics] have turned to easier methods. Almost invariably they got drunk." (page 72)

4. Sharing with your sponsor

It is generally encouraged that you share your inventory with your sponsor.

Most alcoholics in Alcoholics Anonymous today do so. This makes sense as your sponsor is the person you have the most contact with and will be who knows you best.

When you share inventory, your sponsor will usually help you to fill in the gaps in columns 3 and 4 and see things that you missed (ie other defects, patterns...).

5. Results of Step 5

“Once we have taken this step, withholding nothing, we are delighted. We can look the world in the eye. We can be alone at perfect peace and ease. Our fears fall from us. We begin to feel the nearness of our Creator. We may have had certain spiritual beliefs, but now we begin to have a spiritual experience. The feeling that the drink problem has disappeared will often come strongly. We feel we are on the Broad Highway, walking hand in hand with the Spirit of the Universe.” (page 75)

STEP 6

Were entirely ready to have God remove all these defects of character.

1. Readings from the Big Book:

Chapter 6, 'Into Action' from page 76.

2. Before the Step

1. We return home and find a place where we can be quiet for an hour.
2. We carefully review what we have done.
3. We thank God from the bottom of our heart that we know him better.
4. Taking this book down from our shelf we turn to the page which contains the 12 Steps.
5. Carefully reading the first five steps we ask if we have omitted anything.
6. Ask yourself, is your work solid so far? Is your foundation solid?

If you can ask yes to the last question, proceed to Step 6.

3. The Step

"This is the step that separates the men from the boys." (see 12 & 12, page X).

4. Defects and Virtues

We saw our defects in the inventory from Steps 4 and 5.

List the defects in the fourth column of your resentment, fears and sex inventory here with the correspondening virtue (eg. Selfish = Selfless):

<u>Defect</u>	<u>Virtue</u>
1.	
2.	
3.	
4.	
5.	

5. The Big Question

Are we now ready to let God remove from us all the things which we have admitted are objectionable? Can He now take them all-every one?

If **yes**, move onto Step 7.

If **not**, we ask God to help us be willing.

Remember that willingness is indispensable.

STEP 7

Humbly asked him to remove our shortcomings.

1. Readings from the Big Book:

Chapter 6, 'Into Action' from page 76.

2. The Step

This is the 'conversion' step.

We must start divorcing from defects from defects of character and employing spiritual principles.

When we are ready say the 7th Step prayer:

"My Creator, I am now willing that you should have all of me, good and bad. I pray that you now remove from me every single defect of character which stands in the way of my usefulness to you and my fellows. Grant me the strength, as I go out from here, to do your bidding, Amen." (Page 76)

Always finalise this list with your sponsor before undertaking a step 9 amends to ensure that you are making amends to the right people, for the right reasons at the right time.

A botched amends = A further harm

If you do not have the will to put someone on this list, pray until it comes.

"Remember it was agreed at the beginning we would go to any lengths for victory over alcohol." (Page 76)

STEP 9

Made direct amends to such people wherever possible, except when to do so would injure them or others.

1. Reading from the Big Book

Chapter 6, 'Into Action' from page 76 to 84.

2. Any lengths

"Reminding ourselves that we have decided to go to any lengths to find a spiritual experience, we ask that we be given strength and direction to do the right thing, no matter what the personal consequences may be. We may lose our position or reputation or face jail, but we are willing. We have to be. We must not shrink at anything." (page 79)

3. The Step

In Step 9, using the list we have prepared, we begin approaching and making sincere amends to people in our lives who have been harmed.

A remorseful 'sorry' is not enough - we must demonstrate a sincere desire to right the wrong.

Actions speak louder than words.

There is no set formula for making amends, but the below is a general approach:

1. Discuss each person on your amends list with your sponsor and make a plan of action for each amends.
2. When you are ready to make amends, arrange a time to see the person, preferably face to face (eg seek spiritual consent before making amends).

3. Arrive at the meeting ***on time*** and ***willing to make amends***.
4. At the amends:
 - a. If appropriate, identify that you are getting sober.
 - b. State that you need to make amends for the harm you caused them.
 - c. Identify, as best you can the harm. This may be general (eg. that you have been selfish and dishonest in the past) or this may be specific (eg. stealing or damaging property).
 - d. Commit to rectifying the wrong and that it won't happen again.
 - e. Give them the opportunity to tell you how your actions have impacted them and anything more they want as part of your amends.
5. Stick to whatever arrangement you have made in your amends (eg repaying the money, regular contact, mowing the lawn, never seeing them again).

It may be worthwhile writing out some dot points before each amends, particularly your early amends.

3. General advice

Here are some essential requirements for making an amends:

1. We must be willing to make the amends.
2. It is not always appropriate to emphasis the spiritual nature of our recovery. It may prejudice the person to whom we are making amends. Remember, actions speak louder than words.

3. We never criticise or blame the other person - we are here to clean our side of the street only.
4. We secure other people's consent if our amends may implicate or affect them directly.
5. *"We are sensible, tactful, considerate and humble without being servile or scraping. As God's people we stand on our feet; we don't crawl before anyone."*

4. Specific Guidance

The Big Book provides guidance and examples for specific types of amends:

1. Financial amends (ie paying back the money) at pages 78 & 80.
2. Criminal offenses at pages 78-79.
3. The family at pages 78-79 & 80.
4. Business or work colleagues at page 80.
5. Infidelity and relationships at pages 80 to 82.

5. The Future

*"The alcoholic is like a tornado roarding his way through the lives of others. Hearts are broken. Sweet relationships are dead. Affections have been uprooted. Selfish and inconsiderate habits have kept the home in turmoil. We feel a man is unthinking when he says that sobriety is enough. He is like the farmer who came up out of his cyclone cellar to find his home ruined. To his wife he remaked, "Don't see anything matter here, Ma. Ain't it grand the wind stopped blowin?" ... **Yes, there is a long period of reconstruction ahead. We must take the lead ... Spiritual life is not a theory. We have to live it.**" (Page 83)*

STEP 10

Continued to take personal inventory and when we were wrong promptly admitted it.

1. Reading from the Big Book

Chapter 6, 'Into Action' from page 76 to 84.

2. The Step

Sanity has been returned by Step 10

Through steps 1 to 9, we have cleaned up our past and commenced living on a spiritual basis.

We are never cured of our alcoholism, the maintenance of our spiritual health needs to be front and centre in our lives.

More action is required - we must constantly grow spiritually or we are headed for trouble.

Step 10 is the first of our day-to-day steps.

It is a spot check inventory that suggests we continue to take personal inventory (as we did in steps 4 and 5), ask God to remove any defects that crop up (as we did in steps 6 and 7) and set right any new mistakes (as we did in steps 8 and 9).

There is nothing new in step 10. We are simply using the tools we gained through the earlier steps day to day.

Notice the step does not say "if" but "when" we make any new mistakes. You will continue to make mistakes, step 10 is how we deal with them.

3. Instructions for spot check inventory

Action 1	<p><i>Continue to watch for selfishness, dishonesty, resentment and fear. (page 84)</i></p> <p>ie. Losing our temper, shouting at someone, lying, sulking, gossiping, stealing, not doing our chores, turning up late.</p>
Action 2	<p><i>When these crop up, we ask God at once to remove them. (page84)</i></p> <p>NB. Do not delay. The longer you stew in the mistake, the hard it becomes to rectify</p>
Action 3	<p><i>We discuss them with someone immediately. (Page 84)</i></p> <p>ie. A sponsor or another member of the Fellowship.</p>
Action 4	<p><i>Make amends quickly if we have harmed anyone. (Page 84)</i></p> <p>NB. If the harm is significant, you should still seek spiritual guidance from your sponsor as you did in step 9 on how to make the amends.</p>
Action 5	<p><i>Then resolutely turn our thoughts to someone we can help. (Page 84)</i></p> <p>NB. The "someone" does not need to be another member of AA. It can be your family, friends, employer ect.. just as long as it is not yourself!</p>

4. Your turn!

Try a spot check inventory now to get the hang of it - we are sure there is something on your mind!

Action 1	<p><i>Continue to watch for selfishness, dishonesty, resentment and fear.</i></p> <p>.....</p> <p>.....</p>	<input type="checkbox"/>
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Action 2	<i>When these crop up, we ask God at once to remove them.</i>	<input type="checkbox"/>
Action 3	<i>We discuss them with someone immediately.</i> Who	<input type="checkbox"/>
Action 4	<i>Make amends quickly if we have harmed anyone.</i> Who	<input type="checkbox"/>
Action 5	<i>Then resolutely turn our thoughts to someone we can help.</i> Who	<input type="checkbox"/>

5. Step 10 Promises

"We have ceased fighting anything or anyone - even alcohol. For by this time sanity will have returned. We will seldom be interested in liquor. If tempted, we recoil from it as from a hot flame. We react sanely and normally, and we will find that this has happened automatically. We will see that our new attitude toward liquor has been given us without any thought or effort on our part. It just comes! That is the miracle of it. We are not fighting it, neither are we avoiding temptation. We feel as though we had been placed in a position of neutrality-safe and protected. We have not even sworn off. Instead, the problem has been removed. It does not exist for us. We are neither cocky nor are we afraid. That is our experience. That is how we react so long as we keep in fit spiritual condition." (pages 84-85)

STEP 11

Sought through prayer and meditation to improve our conscious contact with God as we understood him, praying only for knowledge of His will for us and the power to carry that out.

1. Reading from the Big Book

Chapter 6, 'Into Action' from page 76 to 84.

2. The Step

When we start practising the AA program, our connection with God might be the equivalent of a 'dial up' internet connection - moments of clarity followed long periods of buffering.

As we persevere with the program - and in particular Step 11 - our connection develops so that the moments of clarity become more and more frequent.

Step 11 provides us with a practical guide to improving and growing our relationship with God through prayer and meditation.

Prayer = Question

Mediation = Answer

3. The Meditation Debate

Today, the term 'meditation' conjures images of sitting cross legged, humming with our eyes closed or completing a 'mindfulness' routine on your phone.

While the term mediation covers a wide array of practices, the crux of these practices is quiet contemplation and reflection.

Here, the meditation practice is simply the process of working through each of the definite and valuable suggestions for Step 11 in the Big Book.

4. Instructions for prayer and meditation

The Big Book breaks this step into three distinct parts:

1. when we retire at night (aka Nightly Review);
2. on awakening (aka Morning Drill); and
3. as we go through the day.

Nightly Review:

Action 1	<i>Read pages 86 of the Big Book.</i>
Action 2	<p><i>Constructively review your day:</i></p> <ol style="list-style-type: none"><i>1. Where were we resentful, selfish, dishonest or afraid?</i><i>2. Do we owe an apology?</i><i>3. Have we kept some-thing to ourselves which should be discussed with another person at once?</i><i>4. Were we kind and loving toward all?</i><i>5. What could we have done better?</i><i>6. Were we thinking of ourselves most of the time?</i><i>7. Or were we thinking of what we could do for others, of what we could pack into the stream of life?</i> <p>(Page 86)</p> <p><i>Tips:</i></p> <p>Step 11 is <i>not a pity party</i>, so avoid drifting into worry, remorse or morbid reflection during your nightly review.</p> <p>If you have not yet done inventory of your resentments and fears from that day, now is the perfect time to do so.</p> <p>Doing a written Step 11 can help you get the hang of this process in the beginning.</p>

Action 3	<i>Ask God's forgiveness and inquire what corrective measures should be taken. (Page 86)</i>
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Morning Drill

Action 1	Read pages 86 and 87 of the Big Book.
Action 2	<p><i>Ask God to direct our thinking, especially asking that it be divorced from self-pity, dishonest or self-seeking motives. (Page 86)</i></p> <p>Tip: Use the Morning prayer in the Deal Prayer Book.</p>
Action 3	<p><i>Think about the 24 hours ahead - consider your plans for the day. (Page 86)</i></p> <p>Tips:</p> <p>For example:</p> <ul style="list-style-type: none"> • Do you have any amends? • Which members are you checking in with today? • What is your plan for the day? <p>Ask God for guidance if you are indecisive or unsure.</p> <p>Relax and take it easy - the morning review should not be a stressful event - the right answer will usually come in time.</p> <p>It is worthwhile - particularly if you are new - to run your thinking by another member before acting.</p>
Action 4	<p><i>We usually conclude the period of mediation with a prayer that we are shown all through the day that our next step is to be, that we be given whatever we need to take care of such problems. (Page 87)</i></p> <p>Tips:</p> <p>Never pray for yourself unless others will be helped (eg God help me to do a solid day's work today or God give</p>

	<p>me the strength to do the dishes today).</p> <p>If you are unsure where to start, we suggest using the following prayers:</p> <ul style="list-style-type: none"> • Step 3 prayer • Step 7 Prayer • Prayer of St Francis of Assisi • Thomas Merton’s Prayer <p>Any of the other prayers in Parts 6-10 of the Deal Prayer Book are also suitable.</p>
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Throughout the day

Action 1	Pause when agitated or doubtful.
Action 2	Ask God for the right thought or action.
Action 3	Remind yourself that you are no longer running the show, say to yourself many times each day “ <i>Thy will be done</i> ”.

5. Goals for the Day

Practice patience, tolerance, kindness, love, compassion and restraint.

To be effective, not defective.

Constructive not destructive.

6. Step 11 Promise

We are then in much less danger of excitement, fear, anger, worry, self-pity, or foolish decisions. We become much more efficient. We do not tire so easily, for we are not burning up energy foolishly as we did when we were trying to arrange life to suit ourselves.

It works - it really does. (Page 88)

Step 12

Having had a spiritual awakening as the result of these steps, we tried to carry this message to alcoholics, and to practice these principles in all our affairs.

Readings from the Big Book:

Chapter 7, 'Working with others' from page 89-103

Why work with others?

1. Your continued sobriety depends on it:

"We tried to carry this message - Practical experience shows that nothing will so much insure immunity from drinking as intensive work with other alcoholics. It works when other activities fail. This is our twelfth suggestion: Carry this message to other alcoholics!." (page 15)

2. You are now in a unique position to help others recover from alcoholism:

"But the ex-problem drinker who has found this solution, who is properly armed with facts about himself, can generally win the entire confidence of another alcoholic in a few hours. Until such an understanding is reached, little or nothing can be accomplished." (page 18)

3. It will be the bright spot of your life:

"To watch people recover, to see them help others, to watch loneliness vanish, to see a fellowship grow up about you, to have a host of friends — this is an experience you must not miss. We know you will

not want to miss it. Frequent contact with newcomers and with each other is the bright spot of our lives.” (page 89)

Where do you find a sick alcoholic?

The most obvious place for a prospect are newcomers in AA meetings. With 100s of meetings a week around Australia there is no excuse!

However, the Big Book also suggests engaging with following to find a prospect (see page 89):

1. doctors
2. ministers
3. priests
4. hospitals to find a prospect: .

Do not wait for the newcomer to come to you.

It is up to you to make the approach!

When you find a prospect “... *find out all you can about him ... You need this information to put yourself in his place, to see how you would like him to approach you if the tables were turned.*” (page 90)

Important Advice:

- *“If he does not want to stop drinking, don’t waste time trying to persuade him. You may spoil a later opportunity.” (page 90)*
- WE ARE NOT DOCTORS – *“If your man needs hospitalization, he should have it”. (p91)*

Meet with your prospect

Here are some tips for meeting with your prospect (see page 91):

- Meet with him alone;

- Start by engaging in general conversation;
- Turn the talk to your drinking - your habits, symptoms and experiences
- If he wishes to talk, let him. If not, outline your drinking career up to the time you quit.
- If he is in a serious mood, talk about the troubles drinking caused you.
- If he is in a light mood, tell funny drinking stories.

When he sees you know the drinking game

Initially, the goal is to convince your prospect that you know all about the drinking game - he is more likely to listen to you if he is convinced you know what you are talking about.

Remember your experience is what will make you more effective than anyone else who has tried to help your prospect in the past.

When your prospect sees you know about the drinking game (see page 91):

- *"Commence to describe yourself as an alcoholic."*
- *"Tell him how baffled you were, how you finally learned that you were sick."*
- *"Give him an account of the struggles you made to stop."*
- *"Show him the mental twist which leads to the first drink of a spree."*
(Note: Use Chapter 3, More About Alcoholism, as a guide for your explanation)

Drinking stories are good to show your prospect you know the drinking game, but what will hold his attention is your description of the alcoholic thinking and behavior (as well as the drinking).

"If he is alcoholic, he will understand you at once. He will match your mental inconsistencies with some of his own." (page 91)

Qualify your prospect

The AA program was created for the real / hopeless alcoholic described in the Big Book. Therefore, we should be satisfied that our prospect qualifies for the program.

The qualification of the prospect should occur during the first visit with your prospect.

Once Satisfied

If you are satisfied your prospect is a real alcoholic:

1. Continue to speak of alcoholism as an illness, a fatal malady.
2. Talk about the conditions of body and mind which accompany it.
3. Tell him exactly what happened to you:
 - a. Hopeless defeat, surrender, spiritual awakening as a result of practicing the 12 Steps.

- b. *"Stress the spiritual feature freely. If the man be agnostic or atheist, make it emphatic that he does not have to agree with your conception of God ... The main thing is that he be willing to believe in a Power greater than himself and that he live by spiritual principles."* (see page 93)
4. Talk to him about the hopelessness of alcoholism because you offer a solution.
5. Outline the program of action!
 - a. *"Outline the program of action, explaining how you made a self-appraisal, how you straightened out your past and why you are now endeavoring to be helpful to him."* (see page 94)
 - b. *"It is important for him to realize that your attempt to pass this on to him plays a vital part in your own recovery."* (see page 94)
 - c. *"Make it plain he is under no obligation to you, that you hope only that he will try to help other alcoholics when he escapes his own difficulties."* (see page 94)

BUT: *"... be careful not to brand him as an alcoholic. Let him draw his own conclusion."* (see page 92)

At the end of your first meeting:

- Give him a chance to think it over.
- Do not wear out your welcome

- Offer him friendship and fellowship.
- Tell him that if he wants to get well you will do anything to help.

Is your prospect sincerely interested?

1. If he is sincerely interested and wants to see you again, ask him to read this book in the interval.
2. After doing that, he must decide for himself whether he wants to go on.
3. He should not be pushed or prodded by you, his wife, or his friends. If he is to find God, the desire must come from within.
4. Ask them to read the first 164 pages.

If your prospect is ready, take them through the 12 Steps!

- *"Suppose now you are making your second visit to a man."* (see page 96)
- *"He has read this volume and says he is prepared to go through with the Twelve Steps of the program of recovery."* (see page 96)
- *"Having had the experience yourself, you can give him much practical advice."* (see page 96)

Actions to take - help the suffering alcoholic

- In morning prayer ask God for help : God, please help me get a sponsee and please give me the willingness to approach newcomers at meetings and call newcomers daily.
- Attend beginner/newcomer meetings - do this consistently.
- Call newcomers and chat recovery - do this consistently/daily.
- Approach newcomers and ask for their number and call them to chat recovery, don't just give out a number and say they didn't call me - do this consistently.
- Speak to ICD and get on a roster for detoxes/rehabs.
- Ask another member to read the Big Book together and have some recovery discussions about the passage.
- Get other members involved in service at meetings you attend.
- Invite newcomers to come to strong recovery meetings.