

Alcoholics Anonymous Basic Textbook **Steps Workbook**

This document was produced as an aid to studying and working through the Basic Textbook of Alcoholics Anonymous either with a sponsor or in a formal book study session.

This document must be used in conjunction with a Sponsor and the Basic Textbook of Alcoholics Anonymous.

“We feel that elimination of our drinking is but a beginning. A much more important demonstration of our principles lies before us in our respective homes, occupations and affairs”.

Excerpts from the Basic Textbook of Alcoholics Anonymous have been used in producing this text. In some instances, abbreviations have been used only to minimize the size of this publication. It will always be of ***paramount importance*** to fully cover all the information in the Basic Textbook of Alcoholics Anonymous for a full clarification.

It is our primary purpose to carry this message to alcoholics who still suffer, and to lead all members through the Alcoholics Anonymous 12 Step program of recovery.

MENTAL

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

Restless
Irritable
Discontented

Emerging remorseful with a firm resolution not to drink again.

Cannot after a time differentiate the true from the false

"MENTAL OBSESSION"

The alcoholic at certain times has no effective mental defense against the first drink. Except in a few rare cases, neither he nor any other human being can provide such a defense. His defense must come from a Higher Power.

PHYSICAL

Action of alcohol on these chronic alcoholics is a manifestation of an allergy . . .

"PHYSICAL ALLERGY"

The *phenomenon of craving* is limited to this class and never occurs in the average temperate drinker.

Pass through the well-known stages of a spree.

Step 1: Problem: ***PHYSICAL ALLERGY*** coupled with a ***MENTAL OBSESSION***

(Powerless & Unmanageable)

Step 1 Questions:

“We admitted we were powerless over alcohol— that our lives had become unmanageable.”

- Did I have an abnormal reaction to alcohol?.....
.....
- Did I crave alcohol when I put alcohol in my body?.....
.....
- Am I restless irritable & discontent, unless I can again experience the sense of ease & comfort which comes at once when taking a few drinks?.....
.....
- Can I take or leave alcohol alone?.....
.....
- Was sufficient reason enough for me to stop or moderate – keep me sober?
.....
- Is my so called will power practically non-existent?.....

-
- Am I unable at certain times to bring into my consciousness with sufficient force the memory of suffering & humiliation of even a week or month ago?.....

-
- Am I without defense against the first drink?.....

-
- Can I stop drinking on the basis of self knowledge?.....

-
- Am I willing to concede to my innermost self that I have no power and I need a new manager?.....
-

Step 2 Questions:

“Came to believe that a Power greater than ourselves could restore us to sanity.”

- Am I willing to consider that unless I experience an entire psychic change there is very little hope of recovery?
-

- Am I willing to believe that I am suffering from an illness that only a spiritual experience will conquer?

.....

- Do I have the power to conquer my alcoholism?.....

.....

- Do I have the power to not drink?.....

.....

- Did I become an alcoholic?.....

.....

- Was I crushed by a self imposed crisis?.....

.....

- Do I now believe or am I willing to believe that there is a power greater than myself?.....

.....

- What is my choice – god is either everything or nothing.....

.....

Step 3 Questions: “Made a decision to turn our will and our lives over to the care of God, as we understood Him.”

• Am I willing to go to any length to have a spiritual experience?.....

.....

• Am I convinced that I can't manage my own life?.....

.....

• Am I convinced that no human power could relieve me of my alcoholism?.....

.....

• Am I convinced that god could and would if sought?.....

.....

• Am I willing to consider that selfishness and self-centeredness is the root of my troubles?.....

.....

• Am I willing to consider that my troubles are of my own making?.....

.....

• Am I willing to make a decision to turn my will and my life over to the care of god as I understand him?

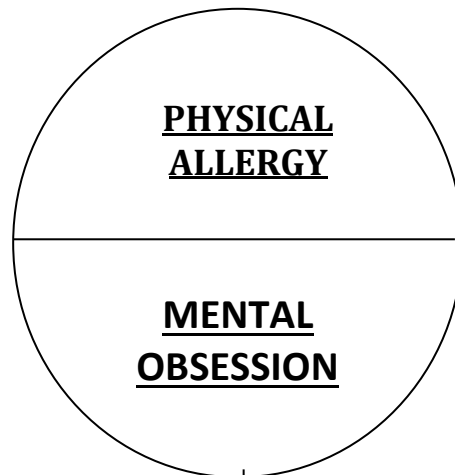
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Road Chart to a Decision

Step 1: The Problem: LACK OF POWER – POWERLESS.

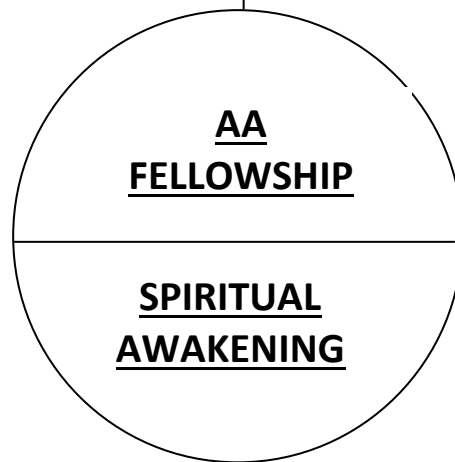
Step 2: The Solution: A POWER GREATER THAN SELF.

Step 1:
PROBLEM



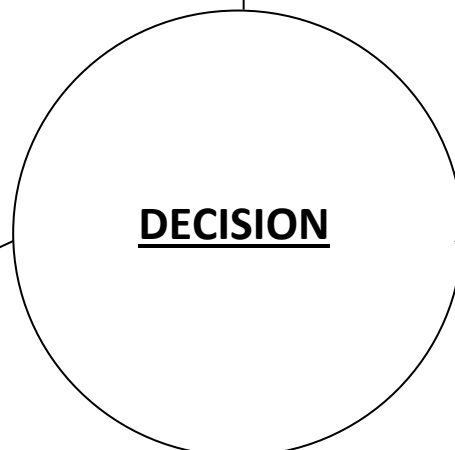
POWERLESS

Step 2:
SOLUTION



A POWER
GREATER
THAN SELF

Step 3:



REMAIN SOBER &
WORK THE REMAINDER
OF THE 12 STEPS

DRINKING, JAILS,
INSTITUTIONS, INSANITY,
DEATH

SOBRIETY, HAPPILY &
USEFULLY WHOLE, PEACE,
FREEDOM, LIFE

Resentments Inventory List

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>	<u>Prayer</u>	<u>Column 5</u>
<p><u>Resentful Of</u></p> <p>We listed people, Institutions or principles with whom/which we were angry.</p> <p><i>Note:</i> Complete column 1 from top to bottom before commencing column 2.</p>	<p><u>The Cause</u></p> <p>We asked ourselves why we were angry?</p> <p><i>Note:</i> Complete column 2 from top to bottom before commencing column 3.</p>	<p><u>Affects My</u></p> <p>On our grudge list we set opposite each name our injuries. Was it our self-esteem, our security, our ambitions, our personal, or sex relations, which had been interfered with?</p> <ul style="list-style-type: none"> ➤ Self Esteem ➤ Pocketbook ➤ Ambitions ➤ Security ➤ Personal Relationships ➤ Pride ➤ Sex Relations <p><i>Note:</i> Complete column 3 from top to bottom before commencing column 4.</p>	<p><u>Prayer</u></p> <p>We asked God to help us show them the same tolerance, pity, and patience that we would cheerfully grant a sick friend.</p> <p>When a person offended we said to ourselves,</p> <p><i>“This is a sick man. How can I be helpful to him? God save me from being angry. Thy will be done.”</i></p>	<p><u>My Mistakes (Defects)</u></p> <p>(Referring to our list again. Putting out of our minds the wrongs others had done, we resolutely looked for our <i>own mistakes.</i>) Where had we been</p> <ul style="list-style-type: none"> ➤ Selfish? ➤ Dishonest? ➤ Self-seeking?

We went back through our lives. Nothing counted but thoroughness and honesty.

Note:

Read from The Alcoholics Anonymous Basic Text book, from page 63 and follow directions all the way to page 67.

Resentments Inventory List

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>	<u>Prayer</u>	<u>Column 5</u>
<u>Resentful Of</u>	<u>The Cause</u>	<u>Affects My</u>	<p>We asked God to help us show them the same tolerance, pity, and patience that we would cheerfully grant a sick friend.</p> <p>When a person offended we said to ourselves,</p> <p><i>“This is a sick man. How can I be helpful to him? God save me from being angry. Thy will be done.”</i></p>	<u>My Mistakes (Defects)</u>

Resentments Inventory List

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>	<u>Prayer</u>	<u>Column 5</u>
<u>Resentful Of</u>	<u>The Cause</u>	<u>Affects My</u>	<p>We asked God to help us show them the same tolerance, pity, and patience that we would cheerfully grant a sick friend.</p> <p>When a person offended we said to ourselves,</p> <p><i>“This is a sick man. How can I be helpful to him? God save me from being angry. Thy will be done.”</i></p>	<u>My Mistakes (Defects)</u>

Fears Inventory List

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>	<u>Prayer</u>	<u>Column 4</u>
<p data-bbox="163 339 338 373"><u>Fearful At</u></p> <p data-bbox="163 427 506 552">We reviewed our fears thoroughly. We put them on paper</p> <p data-bbox="163 999 506 1129"><i>Note: Complete column 1 from top to bottom before commencing column 2.</i></p>	<p data-bbox="555 339 730 373"><u>The Cause</u></p> <p data-bbox="555 427 869 507">We asked ourselves why we had them?</p> <p data-bbox="555 1026 898 1157"><i>Note: Complete column 2 from top to bottom before commencing column 3.</i></p>	<p data-bbox="947 339 1099 373"><u>Question:</u></p> <p data-bbox="947 427 1290 552">Wasn't it because self-reliance failed us? (list how and where)</p> <p data-bbox="947 1066 1290 1197"><i>Note: Complete column 3 from top to bottom before commencing column 4.</i></p>	<p data-bbox="1339 339 1682 552">We never apologize for God. Instead we let Him demonstrate, through us, what He can do.</p> <p data-bbox="1339 603 1659 810"><i>We ask Him to remove our fear and direct our attention to what He would have us be.</i></p>	<p data-bbox="1731 331 2074 411"><i>What (would God) He would have us be.</i></p> <p data-bbox="1731 1082 2074 1197">At once, we commence to outgrow fear.</p>

We went back through our lives. Nothing counted but thoroughness and honesty.

Note: Read from The Alcoholics Anonymous Basic Textbook, page 63, to, and through page 65 before beginning. When finished, read and follow directions on page 68

Fears Inventory List

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>	<u>Column 4</u>	<u>Column 4</u>
<u>Fearful At</u>	<u>The Cause</u>	<u>Question:</u>	<u>Prayer</u> We never apologize for God. Instead we let Him demonstrate, through us, what He can do. <i>We ask Him to remove our fear and direct our attention to what He would have us be.</i>	<i>What (would God) He would have us be.</i>

Fears Inventory List

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>	<u>Column 4</u>	<u>Column 4</u>
<u>Fearful At</u>	<u>The Cause</u>	<u>Question:</u>	<u>Prayer</u> We never apologize for God. Instead we let Him demonstrate, through us, what He can do. <i>We ask Him to remove our fear and direct our attention to what He would have us be.</i>	<i>What (would God) He would have us be.</i>

Sex - Harms List

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>	<u>Column 4</u>	<u>Column 5</u>
<u>Whom Had we hurt?</u>	Where had we been? (Defects)	<u>Where were we at fault?</u>	<u>What should we have done instead?</u>	<u>(Reflecting on column 4)</u> We tried to shape a sane and sound ideal for our future sex life. We subjected each relation to this test - Was it selfish or not? We asked God to mold our ideals and help us to live up to them.

The Fifth Step

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

1. Is our work solid so far?
2. Are the stones properly in place?
3. Have we skimped on the cement put into the foundation?
4. Have we tried to make mortar out of sand?

Steps Six

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

Step 6 Questions (things to consider when searching for defects)

Am I willing and “entirely ready” to aim for the very best we know or can learn?

Could I be scorned a braggart?

Am I gluttonous enough to ruin my health?

Do I like to feel just a little superior to the next fellow, or even quite a lot superior?

Am I paralysed with sloth?

Do I let greed masquerade as ambition?

Do I hide lust in a dark corner of my mind?

Are my imaginary sex excursions (porn etc) apt to be all dressed up as dreams of romance?

Do I find Self-righteous anger enjoyable and do I take satisfaction from the fact that many people annoy me? Do I use this to feel superior and proclaim our my self righteousness?

Am I riddled with envy?

Do I have a talent for procrastination?

Have I come to grips with some of our worst character defects and take action toward their removal as quickly as I can?

We have emphasized willingness as being indispensable. 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—everyone? If we still cling to something we will not let go, we ask God to help us be willing.

Source: A. Column No 4 Resentments inventory list.
 B. Column No 4 Fears inventory list.
 C. Column No 2 Sex Harms inventory list.

1. _____

2. _____

3. _____

4. _____

5. _____

Step 7

“Humbly ask Him to remove our shortcomings”.

Note: Shortcomings = Defects = Exact Nature of our Wrongs

Step 7 Questions:

Do I want to live at peace with myself and with my fellows?

Would I like to be assured that the grace of God can do for me what I cannot do for myself?

Can I see that character defects based on short sighted or unworthy desires are the obstacles that block my path towards these objectives?

Can I see that I have been making unreasonable demands upon ourselves, upon others, and upon God?

Do I understand the chief activator of our defects has been self - centered fear— primarily fear that we would lose something we already possessed or would fail to get something we demanded?

Can I see that living upon a basis of unsatisfied demands, I am in a state of continual disturbance and frustration?

Do I now realise that no peace was to be had unless I could find a means of reducing these demands?

Will I make the change in my attitude which permits me, with humility as my guide, to move out from my self toward others and toward God?

Am I willing to try humility in seeking the removal of my other shortcomings just as I did when we admitted that we were powerless over alcohol, and came to believe that a Power greater than ourselves could restore us to sanity?

The Ninth Step

Step 9: “Made direct amends to such people wherever possible, except when to do so would injure them or others.”

(Not in the book)

Making Amends -

reparation or compensation for a loss, damage, or injury of any kind, recompense.

Face to face amends

Gain consent -

“I have some amends to make to you, are you open to hearing them?”

If contacting them by phone – Ask if they would like to receive the amends on the phone, in writing, or in person.

Name the wrong -

“I was wrong when I...

“I am truly sorry. You did not deserve to be treated that way. “

Ask what you can do to right the wrong -

“What can I do to right these wrongs?”

Be willing to follow through on the requests. Exceptions would be to place yourself in danger or go against your values (theft, sex, dishonesty, deceit).

Ask about other harms -

“Is there anything else I’ve done that has caused you harm?”

Amends Letter

Dear _____,

I’m writing this letter to make amends for the harm I caused you. I was wrong when I... I am truly sorry. You did not deserve to be treated this way. Please let me know what I can do to right these wrongs with you. Also let me know if there are other ways I have harmed you.

Sincerely,

John Smith

Phone number

Mailing address

The Tenth Step

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

It is a spiritual axiom that every time we are disturbed, no matter what the cause, there is something wrong with us.

Spot check inventory template

1. Continue to watch for selfishness, dishonesty, resentment, and fear. Step 4 instructions in the basic textbook pages 64 - 65



<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>	<u>Prayer</u>	<u>Column 5</u>
<p><u>Resentful Of</u></p> <p>We listed people, Institutions or principles with whom/which we were angry.</p> <p><i>Note:</i> Complete column 1 from top to bottom before commencing column 2.</p>	<p><u>The Cause</u></p> <p>We asked ourselves why we were angry?</p> <p><i>Note:</i> Complete column 2 from top to bottom before commencing column 3.</p>	<p><u>Affects My</u></p> <p>On our grudge list we set opposite each name our injuries. Was it our self-esteem, our security, our ambitions, our personal, or sex relations, which had been interfered with?</p> <ul style="list-style-type: none"> ➤ Self Esteem ➤ Pocketbook ➤ Ambitions ➤ Security ➤ Personal Relationships ➤ Pride ➤ Sex Relations <p><i>Note:</i> Complete column 3 from top to bottom before commencing column 4.</p>	<p><u>Prayer</u></p> <p>We asked God to help us show them the same tolerance, pity, and patience that we would cheerfully grant a sick friend.</p> <p>When a person offended we said to ourselves,</p> <p><i>“This is a sick man. How can I be helpful to him? God save me from being angry. Thy will be done.”</i></p>	<p><u>My Mistakes (Defects)</u></p> <p>(Referring to our list again. Putting out of our minds the wrongs others had done, we resolutely looked for our <i>own mistakes.</i>)</p> <p>Where had we been</p> <ul style="list-style-type: none"> ➤ Selfish? ➤ Dishonest? ➤ Self-seeking? and ➤ Frightened?

Fear. Step 4 instructions in the basic textbook pages 67 - 68

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>	<u>Column 4</u>
<p><u>Fearful At</u></p> <p>We reviewed our fears thoroughly. We put them on paper</p> <p><i>Note:</i> <i>Complete column 1 from top to bottom before commencing column 2.</i></p>	<p><u>The Cause</u></p> <p>We asked ourselves why we had them?</p> <p>Where have we been</p> <ul style="list-style-type: none">➤ Selfish?➤ Dishonest?➤ Self-seeking? <p><i>Note:</i> <i>Complete column 2 from top to bottom before commencing column 3.</i></p>	<p><u>Question:</u></p> <p>Wasn't it because self-reliance failed us?</p> <p><i>Note:</i> <i>Complete column 3 from top to bottom before commencing column 4.</i></p>	<p><u>Prayer</u></p> <p>We never apologize for God. Instead we let Him demonstrate, through us, what He can do.</p> <p><i>We ask Him to remove our fear and direct our attention to what He would have us be.</i></p> <p>At once, we commence to outgrow fear.</p>

The Tenth Step (cont.)

2. **When these crop up, we ask God at once to remove them.** Source inventory list *Column 4 (Defects) Column 2 (Fears, Sex - Harms)*, Were entirely ready to have God remove all these defects of character (Step 6) Humbly asked Him to remove our shortcomings (Step 7)
3. **We discuss them with someone immediately.** Source inventory list *Column 4 (Defects, Fears) Column 2 (Sex Harms)*, Admitted to God, to ourselves, and another human being the exact nature of our wrongs. (Step 5)
4. **Make amends quickly if we have harmed anyone.** Source, inventory list *Column 1* Made direct amends wherever possible, except when to do so would injure them or others. (Step 9)
5. **Then we resolutely turn our thoughts to someone we can help. Love and tolerance of others is our code.** 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. (Step 12)

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.”

Morning Routine: page 86 - 87.

“On awakening let us think about the twenty-four hours ahead. We consider our plans for the day. Before we begin, we ask God to direct our thinking, especially asking that it be divorced from self-pity, dishonest or self-seeking motives.....There are many helpful books also. Suggestions about these may be obtained from one’s priest, minister, or rabbi. Be quick to see where religious people are right. Make use of what they offer.”

During the day: page 87 - 88

“As we go through the day we pause, when agitated or doubtful, and ask for the right thought or action. We constantly remind ourselves we are no longer running the show, humbly saying to ourselves many times each day “Thy will be done.” 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. We alcoholics are undisciplined. So we let God discipline us in the simple way we have just outlined.”

Step 11- Nightly Review Sheet

- 1. Were we resentful?** (provide written examples) Yes / No, if the resentment fails to shift complete inventory as per instructions in the basic textbook pages 64 - 65
- 2. Were we selfish?** (provide written examples) Yes / No, if yes – Were entirely ready to have God remove all these defects of character **(Step 6)** Humbly asked Him to remove our shortcomings. **(Step 7)**
- 3. Were we dishonest?** (provide written examples) Yes / No, if yes – Were entirely ready to have God remove all these defects of character **(Step 6)** Humbly asked Him to remove our shortcomings. **(Step 7)**
- 4. Were we afraid?** (provide written examples) Yes / No, if yes – We ask Him to remove our fear and direct our attention to what He would have us be **(Step 4)**
- 5. Do we owe an apology?** (provide written examples) (amends) Yes / No, if yes, source inventory list **Column 1** – Made direct amends wherever possible, except when to do so would injure them or others. **(Step 9)**
- 6. Have we kept something to ourselves which should be discussed with another person at once?** (provide written examples) Yes / No, if yes, source inventory list **Column 4 My Mistakes (Defects)** – Admitted to God, to ourselves, and another human being the exact nature of our wrongs. **(Step 5)**
- 7. Were we kind and loving towards all?** (provide written examples) Yes / No
- 8. What could we have done better?** (provide written examples)
- 9. Were we thinking of ourselves most of the time?** (provide written examples) Yes / No.
- 10. Were we thinking of what we could do for others?** (provide written examples) Yes / No
- 11. Were we thinking of what we could pack into the stream of life?** (provide written examples) Yes / No.

But we must be careful not to drift into worry, remorse or morbid reflection, for that would diminish our usefulness to others. After making our review we ask God's forgiveness and inquire what corrective measures should be taken.

The Twelfth Step

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.

Practical experience shows that nothing will so much ensure 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! You can help when no one else can. You can secure their confidence when others fail. Remember they are very ill.

Life will take on new meaning. 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.

(Be sure to read the whole chapter)

12 Step Calls (page 89 - 96)

Sponsorship (page 96 - 100)

Principles (page 100 - 103)

After all, our problems were of our own making. Bottles were only a symbol. Besides, we have stopped fighting anybody or anything. We have to!