

Write the name of who or what you are focusing this Workbook on.

**Al Kohallek Was Told That It's Time
To Work The Steps
Using The
Twelve Steps And Twelve Traditions
And This Workbook**



**Now is the time to work the Steps
before it gets dark**

**This Workbook And Its Contents
Are Not For Sale
Pass It On To Those You Love And Those You Don't**

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A great way to work through a project like this Workbook is to share your daily responses with another person and your Higher Power

A Tri-Partnership

Would you be willing to enter a Tri-Partnership with another person that could assist moving you toward your Heart's Desire? Are you willing to commit to a personal contact each day (in person, by telephone or e-mail) with another person and Your Higher Power? We suggest that these two be those that you are willing and able to be open and honest with. Helping each other set up the following three goals and become each other's coach, sharing what's on or off the mission path. Once each of you has written your three goals and committed to living them let the fun begin.

This Tri-Partnership is as follows: State a Long-term goal or your Heart's Desire – That which is, important to you. This may be your Mission in life as you see it, a relationship, a way of life in one area or any important goal that you would love to realize, experience. Ask your Higher Power to remind you just what your Heart's Desire is, He has, and He will whisper in your heart what it is. Who is the person living or not that is your hero, mentor or role model for you? Write your Long-term goal, Heart's Desire - List your role models:

Intermediate goals = What will it take for you to realize your Long-term goal? What are the spiritual, mental, physical, emotional and social equivalents or skills you would have to receive to build or develop? List those which enable you to realize your Long-term goal, Heart's Desire:

Short-term goals = What can you do here, now, that contribute to the building or receiving your Intermediate goals? What skills enable you to realize your Long-term goal, Heart's Desire, (most likely your Higher Power's Will for you)? On the other hand, what did you do or not do contrary to your Intermediate or long-term goals? I remind you, as long as you do not linger on what was contrary, no harm done. When those negatives come up you need to own them as part of your personal "reality". Next discredit them, taking back the power you gave them, Next surrender that negative stuff to your Higher Power, to heal or transform into an asset. Then focus on one of your goals. If you cannot or will not stop thinking, feeling the negative stuff, you may choose to use one of A.A.'s greatest tools - get out of yourself by helping someone else. See what you can do to help another person. Don't tell them about your problems but focus on helping that person find a solution or acceptance. Action is the magic word. Each day write out your plan of action:

These three goals, Long-term, intermediate and the here and now goals are what you are to share with your two partners while working on this workbook, helping one another stay on the path or to get back on it. Your Long-term goal, Heart's Desire will draw you toward it as you focus on it. Your Intermediate goals will enable you consciously and consistently to realize your Heart's Desire. Most important our decisions and actions here and now make it all possible. If we fail, we can choose once again to get back on the path and when we have a little success, we can choose to increase what works. Your partner this Tri-Partnership is:

_____ Home # _____ Office # _____ Cell # _____

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WHEN YOU HAVE FINISHED THE STEPS YOU WILL BE READY TO PRACTICE THESE PRINCIPLES IN ALL OF YOUR AFFAIRS.

**THE TWELVE STEPS, WHICH MEANS YOU, WILL BE ABLE TO APPLY TO EVERY AREA OF YOUR LIFE.
THE MIND THAT GOT US SICK WILL NOT GET US WELL.**

If the doors of our perception were free of our self-imposed clutter, everything would appear as it is; infinite, boundless love. Come let us do our part to remove the clutter by owning it. We can choose to surrender it to our Higher Power to heal or transform into an asset we can use to help others and ourselves.

We suggest that you complete every assignment, a good investment of your time. The days your reading assignment is one of the Steps from the book Twelve Steps and Twelve Traditions your assignment is to **Highlight** or underline what you find most important. In your workbook or on a separate sheet of paper you would write your thoughts, feelings and or experience for that important idea. On the non-reading assignment days you are to complete the suggested workbook assignment (WB/A). Following each assignment will expand, broaden and deepen your ability to practice these important Spiritual principles in your daily life, as a way of life.

The Twelve Steps are reprinted with permission of Alcoholics Anonymous World Services, Inc. Permission to reprint and adapt the Twelve Steps, Twelve Traditions and brief excerpts does not mean that A.A. has reviewed or approved the contents of this publication, or that A.A. agrees with the views expressed herein. A.A. is a program of recovery from alcoholism only. Use of the Steps and Traditions in connection with programs and activities which are patterned after A.A., but which address other problems, or in any other non-A.A. context, does not imply otherwise.

Alcoholics Anonymous gives us thirty-six Principles which, when practiced in all our affairs as a way of life, will enrich our lives far beyond our fondest dreams. These thirty-six Principles grouped into three sets of twelve each. The Twelve Steps of Recovery awaken us to a Higher Power, a higher-self with the ability to both give and receive love. The Twelve Traditions[Unity], are the Spiritual tools for getting along with others. The Twelve Concepts of Service are guidelines and tools for our passing on this love through Service. Three Legacies of Alcoholics Anonymous – Recovery – Unity – Service.

Bill W. wrote this book, Twelve Steps and Twelve Traditions while he was still in his 15 years of depression. Writing it helped him get out of that place. Perhaps going through the dark night of the Spirit did prepare him to share this wonderful works. It is clear that he wrote from three levels: his experience, from his heart and from his head knowledge. One thing stands out above all else, like the book Alcoholics Anonymous, both were divinely inspired. He was the great for millions of people around the world.

Free Workbooks and Workshops at – www.12stepworkbook.org
Al Kohallek – 16607 Blanco Road Suite 401 – San Antonio, Texas 78232-1940 – 210 493 5983

WHEN YOU UNCOVER, DISCOVER YOUR HABITS OF THOUGHTS AND FEELINGS, PATTERNS; CALLED DEFECTS OR ASSETS, POST THEM ON PAGE 73 GIVE THEM A MAKE FUN OF NAME. WHEN WE DEAL WITH PATTERNS INSTEAD OF INDIVIDUAL PEOPLE OR EVENTS, WE ARE GIVEN HEALING TOOLS, WHICH WILL AFFECT THE REST OF OUR LIFE.

**YOU WILL NEED A COPY OF THE BOOK – TWELVE STEPS AND TWELVE TRADITIONS
SOMETHING TO WRITE ON AND SOMETHING TO WRITE WITH**

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*CAUTION: THIS COULD BE HAZARDOUS TO YOUR OLD WAY OF LIFE.
USE THIS WORKBOOK, OR ANY OF ITS CONTENTS, AT YOUR OWN RISK*

Doing what's suggested in this workbook may cause you to let go of some parts of your personal "reality." It could cause fewer limits for you. You may stop blaming other people, places, and things. You may stop being a user and become an owner of your own stuff. You may find yourself giving up some of your old resentments, pains and fears. You could even find yourself with a new understanding and awakening. You could find your Self. Neither this workbook nor any of its contents are for sale. They are for sharing. Pass it on freely to those you love and those you don't.

We built into this workbook more flexibility than we have in some of our earlier workbooks. It will still take a commitment but less time to complete each day. I hasten to say that I believe it is a mistake to half-measure any program that offers a possible solution or tools. All disease, in fact all of life is progressive good or bad. The problems we have today will get worse as time passes. The good news is the more we practice what does work the better life gets, your choice.

Why do another workbook? My goal has many parts:

1. I want to share some of my experience I have gained over the years using our second textbook, The Twelve Steps and Twelve Traditions.
2. It is a great companion to our number one textbook, Alcoholics Anonymous.
3. On page 45 of our Big Book we read: "Lack of power that was our dilemma. We had to find a power by which we could live, and it had to be a Power Greater than ourselves. Obviously. But where and how were we to find this Power? Well, that's exactly what this book is about. Its main object is to enable you to find a Power greater than yourself which will solve your problem."
4. Our main purpose in this present workbook as it is in some of our other workbooks is to realize that Higher Power, I choose to call Father is within each of us doing the works we call life. I am reminded the food we ate today is transformed into flesh and bones, energy and growth, thoughts and feelings, in other words everything we call life. This infinite intelligence is Omnipresent within each of us, our breathing is the proof. We cannot do anything good enough to earn it nor anything bad enough to stop His grace. We can get in its way but not for long.
5. Another reason I want to share this is so I get to keep what I give away, as we do.

Twelve Steps and Twelve Traditions was published in 1953, I came into A.A. in 1957, few in those days considered it as our second textbook. I was in A.A. for years before I awakened to its great wealth of wisdom. This book is a perfect companion for our Big Book. Bill W. drew from the eighteen years of collective experience of his own and all those he had shared with. I believe both textbooks were inspired by our Higher Power.

When I began to study the Twelve Steps and Twelve Traditions I realized that Bill W. had covered such a broad range of our individual human condition. Some of which I could identify with and some not. Those questions I could identify with I listed and responded to. The statements I could identify with negatively or positively I converted into questions and answered those questions. These are an important part of my inventory and deepen my understanding of my Higher Power and a better understanding of myself and others. I hope the way we have designed this workbook will help you gather the wealth of information the Twelve Steps and Twelve Traditions offers and more important apply it to your everyday life.

WE CANNOT TEACH OLD DOGS NEW TRICKS - However we are not old dogs nor is our Alcoholics Anonymous Program or our Workbooks a trick. We are not trading one addiction for a less harmful one. It's not a substitution although it appears to be. It's for disempowering old useless and harmful habits, more important it is to empower living, loving, Spiritual principles into our daily life. A Spiritual Principle increases in value and usefulness with its use while our ego and material stuff deteriorate with use. We can learn Spiritual Principles at any age if we believe we can and do our little part.

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DISEMPOWERING HABITS: it takes as much or more skill to disempower an old habit as it does to build a new useful habit. Our Twelve Step Program is a way by which we can replace an old habit with a new one. Although it is simple, it will not be easy. Anything we repeat long enough and often enough will become a habit, and we will get good at it. The physical brain does use millions and sometimes billions of brain cells for each habit. In fact most of the habits we choose to change have a mental, physical, emotional, social and spiritual side. This Program enables us to address each area as we are disempowering an old habit and building our new habit. Our old habits became our personal “reality”. This personal “reality” is the way we each experience our world.

We need to take back the power we gave to our harmful, useless and too limiting habits and invest it in new ones. If you are willing to do whatever it takes to practice this Program in all your affairs you will be pleased. The cost will be a consistent focusing on empowering the new habit and disempowering the old habit every time it comes into your consciousness. This takes a real commitment to practice the following suggestions, “Half measures avail us nothing.” The Twelve Step Program of Alcoholics Anonymous is a great solution to most of the problems we may experience in this human condition. This healing solution is not limited to our primary addiction or alcoholism. Each time we apply this process to an area we are learning to **PRACTICE THESE PRINCIPLES IN ALL OUR AFFAIRS.**

If you choose to do this workbook we ask you to make a commitment to work on each simple assignment each day. If you will do that our experience shows that after a few days we become more solution minded.

We include a list of some of the common **ASSETS** on page 19 and of course you can expand our suggested list. Plus a list for “**OUR PART**” and a list for “**AFFECT MY**” on page 20. Take those lists out of your workbook so when you are working on the Steps that call for that information you will have it. Also included is a sheet, page 21, for you to write **THOSE HARMED** information as you are going through the Step Work. This will help you prepare for making amends when you get to Step Eight. You will not have to go back over your work for that information.

We have designed this workbook to broaden and deepen your personal understanding and experience of the Program using the Twelve Steps and Twelve Traditions. By choosing what is most important to you in the reading then writing it out will cause you to remember and practice this way of life at a different level. It is more likely to be a personal experience not just a reading or talking about it. If you do the Complete Format you will never regret the time and effort it will take.

We are using the Introduction and the Foreword of Twelve Steps and Twelve Traditions as your Day One assignment. The following is an example of the format. - Follow the format reading the Introduction and the Foreword and **highlighting** or underlining what you believe the most important. Then write out your response as shown in our example. You can print the book out online, <http://www.aa.org>. You can call an A.A. group. You can get a copy at your local library – If the book is not your book instead of **highlighting** or underlining write out both what is most important and your response. Having your own book will allow you not only to **highlight** or underline but later you may choose to do this again and you will be able to see how you view life has changed.

When you set out to do your daily assignment, ask your Higher Power for guidance. A firm commitment one day at a time will bring great dividends. I promise you it will be a wise investment. It is important to do the work consistently, consciously and at some point you will find yourself focusing on solutions instead of problems.

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[Example] Assignment # One – Today is _____, _____

Assignment: Reading in Twelve Steps and Twelve Traditions and responding.

- a. Today's assigned reading is: Introduction and Foreword - pages 14 - 18
- b. **Highlight** or underline those statements or questions that are important to you as you read today's assignment.
- c. Affix a number to that **highlighted** or underlined statement or question in your Twelve Steps and Twelve Tradition book.
- d. When you respond to that **highlighted** or underlined statement or question place the corresponding number that you affixed to it in your book. This way you will not need to write that **highlighted** or underlined statement or question.

Example:

(1) In the Introduction - **Alcoholics Anonymous first published *Twelve Steps and Twelve Traditions* in 1953. Bill W. who along with Dr. Bob S. founded Alcoholics Anonymous in 1935 wrote the book to share 18 years of collective experience...**

(1) **My response** - Our textbook, Alcoholics Anonymous published when A.A. was only four years old. I have to believe our early members' were divinely inspired, enabling them to write a book that stood the test of time. With fourteen more years of collective experience they published our second textbook, *Twelve Steps and Twelve Traditions*, also divinely inspired.

(2) In the Introduction - **We hope that the collective spiritual experience of the A.A. pioneers captured in these pages continues to help alcoholics and friends of A.A. understand the principles of our program.**

(2) **My response** – It is impossible for me to put into words my gratitude for our Higher Power and our Pioneers.

(3) In the Foreword - **“This present volume proposes to broaden and deepen the understanding of Twelve Steps as first written in the earlier work”** [Alcoholics Anonymous].

(3) **My response** – We are writing this workbook, *Al Kohallek Goes Stepping Into The Twelve Steps And Twelve Traditions* for the same purpose, to help broaden and deepen our experience in this way of life.

(4) In the Foreword – **“A.A.’s Twelve Steps are a group of principles, Spiritual in their nature, which, if practiced as a way of life, can expel the obsession to drink and enable the sufferer to become happily and usefully whole.”**

(4) **My response** - This is one of the most important statements in all of our A.A. books, we could write a whole book on this one paragraph. Spiritual principles expand with their use. Worldly principles reach their limit with use. Spiritual principles can transform our defects into assets. Practicing A.A.'s Program offers us a Spiritual awakening. We no longer have an obsession to drink or to switch addictions. Living these Spiritual Principles as a way of life enable us to be joyous, happy and free. Many of us come to the Program fragmented, broken and living these Spiritual Principles can make us whole.

The Spiritual Principles within the Steps has brought me into a mystical union with our Father. By practicing this way of life I have received an unearned abundance; Spiritual, mental, physical, emotional and social sobriety. The Spiritual Principles within the Traditions has given me the ability to be a worker among workers. I was told long ago that I would have to work for myself and by myself because I could not get along with people, animals yes, people no. I have been able to share my life with a great many, which is another miracle.

YOU WILL NEED A COPY OF THE BOOK – TWELVE STEPS AND TWELVE TRADITIONS AND SOMETHING TO WRITE ON AND SOMETHING TO WRITE WITH

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Assignment # Two – Today is _____, _____ _____

STEP ONE - (HONESTY) WE ADMITTED WE WERE POWERLESS OVER ALCOHOL - THAT OUR LIVES HAD BECOME UNMANAGEABLE.

Assignment: Reading in Twelve Steps and Twelve Traditions and responding.

- a) Today’s assigned reading is: Step One pages 21 – 24
- b) **Highlight** or underline those statements or questions that are important to you as you read today’s assignment.
- c) Affix a number to that **highlighted** or underlined statement or question in your Twelve Steps and Twelve Tradition book.
- d) When you respond to that **highlighted** or underlined statement or question place the corresponding number that you affixed to it in your book. This way you will not need to write that **highlighted** or underlined statement or question.

A.A.’s Steps are not an escalator.
There is an old saying: “Even if you are on the right track and you stay on it too long a train will run over you.”

Assignment # Three - Today is _____, _____

Being aware of these can help us understand a little better what path our SIX ESSENTIAL CHARACTERISTICS - In general, there are six essential characteristics of alcoholism, and other problems take. These may be helpful in raising our “bottom.” In other words, they help our denial break down, if we are ready. These characteristics apply to most problem areas not just the chemical addictions, but sick, harmful, addictive relationships and many others.

The following is used as part of our First Step. The idea is to help raise our “bottom”, in other words, to help break down our denial. We want to increase our awareness of the dynamics of our problem and to increase the pain of holding on to it. Skip the first one, “Allergy”, if the area you are working on is an area other than a form of chemical addiction, such as any form of non-substance addictions, i.e. money, sex, work, etc. Respond to each of the question as they relate to the area you are working.

SIX ESSENTIAL CHARACTERISTICS OF ALCOHOLISM, AND OTHER ADDICTIONS

1. **ALLERGY** - The phenomena of physical craving that kicks in with the first drink of alcohol, slice of cake, pill or any drug. This craving is limited to those with a chemical addiction.

AI: For the first time I understand that I have an allergy to a number of chemicals not only alcohol, which set up a physical craving for more and more. I experienced this physical craving after having only a drink or having a smoke or drink a Dr Pepper.

Question: Have you realized your Triggers? What are they?

2. **PROGRESSIVE** - Tolerance: takes more to get the job done or we are unable to get by with what we once did. With non-substance addictions it takes more money, sex, work.

AI: The last year that I drank I had graduated to pints or half pints, telling myself that I would only drink that and no more but I did. I was fooling myself about my alcoholism progressing. On top of my drinking problem getting worse so was my insane jealousy problem progressively getting really bad, to the point I did not have a moment of peace, which seemed to call for drinking more.

Question: How has your dis-ease progressed? Does it take more or does it take less to hurt more?

3. **SELF-DELUSION** - Starts with denial, then repression, and then mind games, rationalizing, then comes the conscious lying. The rationalizing and consciously lying do a job on our trust, self-esteem, respect and self-respect. At all cost we must keep our addictive behavior going.

AI: I don't know what I would have done without denial. If I had realized one more failure in the early days of AA I would have killed myself. When my denial broke down I could not fool myself about addictions any more. But by then I had little or no trust, respect or self-respect left.

Question: What has been your experience with self-delusion?

4. **DISTORTION OF ATTENTION** - Preoccupied with the object of our addiction or attachment, we cannot think of anything else but stuff connected with the addiction or the person or thing we are attached to. The distortion becomes our **ULTIMATE CONCERN**. Another word for it is "idolatry." The addiction becomes our god.

Al: When I was still drinking I could not stop thinking where and how my next drink was coming. My obsession about the drink was my ultimate concern, my god. When I was in my jealousy insanity my obsession was much like my drinking, I had to be reassured that my wife was not with someone, so I would track her down.

Question: Can you give an example of this thinking and feeling?

5. **LOSS OF WILLPOWER** - Each time our willpower fails, with our best intentions, we feel even more hopeless, useless, and worthless. The greatest damage to self-esteem comes from repeated failures at trying to change addictive behavior. It really hurts when we try our best to stop and cannot.

Al: The last year I drank I really tried everything I could find to do and I failed to stay stopped. I had held back from a total commitment not to drink for some time and when I did totally commit not to drink ever again I really got depressed because I could not stay stopped. As for the insane jealousy I promised myself and my wife I would never, never, never accuse her of sleeping around again but I could not keep my promise. Much like my alcoholic drinking I could not handle my jealousy problem with willpower.

Question: Can you give examples of your loss of your willpower?

6. **WITHDRAWAL** - "They are restless, irritable and discontented, unless they can again experience the sense of ease and comfort that comes at once by taking a few drinks" or a few bites. Our addiction becomes part of our automatic nervous system the more we repeat the behavior. We have sometimes enlisted billions of our body and brain cells. **THE ADDICTION BECOMES OUR "REALITY"**. Our mind says; "Play it again, Sam." When depriving the body/mind of something it has become expected to, it responds with danger signals, as if something is wrong. Then we have the rebound. There is a natural rebound for the human condition in any growth cycle. We can go just so far and our personal "reality" tells us to come "home". This natural rebound will most often happen after we have had a peak experience, and if we do not understand the rebound cycle we are likely to question the peak experience as being real. "How could I feel so down after such a great high?"

Al: To me this rebound thing was the first sign of my insanity. I could be so sure I had it under control and then for seemingly no reason I would get an uncontrollable obsession to drink or in the case of the jealousy thing I just "had to know".

Question: State your rebounding experience when you tried to withdrawal from your addiction.

Write the name of who or what you are focusing this Workbook on.

Assignment # Four – Today is _____, _____ _____

STEP ONE - (HONESTY) WE ADMITTED WE WERE POWERLESS OVER ALCOHOL - THAT OUR LIVES HAD BECOME UNMANAGEABLE.

It's suggested that you keep your response to the questions or statements on one important area at a time, for example your drinking problem. Write that important area in the box at the top of each page to remind yourself of that area.

Questions for Step One:

1. List what you want changed. Choose one.
2. What pain or fear do you associate with changing this area?
3. What pleasure are you getting out of not changing?
4. What will it cost you if this does not change?
5. What are the benefits you could gain by having this changed?
6. How has this problem area placed your important relationships in jeopardy? (Example)
7. Have you lost self-respect and/or reputation due to this problem?
8. Has this problem made your home life unhappy?
9. Has this problem caused any illness? (Example)
10. Do you turn to the type of person who enables you to practice this problem or to lower companions that enable you?
11. What part of this problem does your loved ones, friends, family or business associates object to the most?
12. What abuse has happened to you and/or others due to this problem? (Example)
13. List examples of what you have done to try to fix, control or change this area in your life?
14. What are the feelings, emotions, and conditions you have tried to alter or control with this problem?
15. Now ask yourself, "If this is such an important area in my life, why haven't I changed?"
16. Am I now willing to do whatever it takes to have this changed, healed, or transformed?
17. If your answer to number 16 is YES write out the First Step: I admit I am powerless over (whatever you are working the Steps on), that my life in this area is unmanageable. I cannot, with my unaided will and present understanding, consistently manage this problem area.

There is no way we can overstate the importance of Step One or any of the Steps for that matter. This is the one Step that we need to fully realize, accept and live day by day. "Half measures availed us nothing." A major part of all defects are habits of thoughts and feelings and will continue to get worse during the passing of time. At some point we will need the Program more than ever and if we have halfway applied it we are likely to tell ourselves that we tried the Program and it did not work for us. This workbook is designed to help you be "...fearless and thorough from the very start."

Write the name of who or what you are focusing this Workbook on.

Assignment # Six – Today is _____, _____

STEP TWO (HOPE) CAME TO BELIEVE THAT A POWER GREATER THAN OURSELVES COULD RESTORE US TO SANITY

Today’s Mission Statement: We’re reminded that Step One shows us our problem - we are powerless over our little personal “reality”. That is, we are without the ability to change our habits of thoughts and feelings alone and unaided. When we fall back into one of our ruts, habits, we cannot consistently manage our thoughts, feelings, or actions. Step Two tells us what the solution is. We need to find, to awaken to a Power Greater than ourselves. So how do we do this? How do we get from Step One, the problem, to Step Two, the Solution? Well that’s what our other ten Steps, the fellowship, and the rest of our program can do for us, if we are willing.

The way these Steps are setup in our Workbook helps the following Steps be more useful, more effective. For example in Step One we realize that we cannot alone and unaided changes this area in our life. Now in Step Two we’re told that we will come to believe that a Power Greater than ourselves COULD restore us. In Step Two we’re asked to write down the ways we have already received God’s grace. So when we get to Step Three we are already aware of this Higher Power helping a person just as we are. This makes it easier to cross the bridge to surrender everything, even if it is only one hour at a time.

Workbook assignment is working the Step Two. Write out your response to these two questions a, and b.

a). Would it be possible for you to recall the times when you experienced that a Power Greater than yourself did for you what you could not do for you? Write out as many of these experiences as you can and be precise. If you cannot recall an experience related to the area you’re presently working on, any experience with your invisible means of support will do.

AI: My sponsor suggested that I carry a notepad or use “ notes” on my smart phone while I am working this Program. I am so glad I have done this, because I found that as I went through my day I would have important memories come to mind or into my experience and by bedtime I could not remember them. I found it useful to write just one or two key words and later I could reconstruct the idea or event. I am surprised how much I have to be grateful for.

b). List as many ways as you can of anything that you are grateful for, including the smallest acts of kindness and the greatest. We want to begin to build a new habit of gratitude in our everyday life. We are suggesting that you keep this running list of “I am grateful for:” for at least 40 days.

I AM GRATEFUL FOR:

Gratitude like love comes by grace. We cannot earn it or cause it to happen by making a gratitude list. But by making a gratitude list we are reminding ourselves of our Higher Power’s Grace and keeping us open for more, until one day we will find ourselves with an attitude of gratitude.

Assignment # Eight – Today is _____, _____

STEP THREE (Faith) MADE A DECISION TO TURN OUR WILL AND LIVES OVER TO THE CARE OF GOD, AS WE UNDERSTOOD HIM.

What we believe is “good” is more likely to limit us than the “bad”. With the “bad” we are more likely to toughen up to it, get used to it, or get away from it. With the “good” we are likely to settle for too little. While you are directly working on these Steps, we ask that you be willing to turn everything over to Your Higher Power, everything you even think or feel you know or don’t know- everything. The purpose for this is an open mind and a hope for a new understanding. We can see only our little reflection in that limited mirror of our personal “reality,” hearing only the hum of our little voice as that limited “reality.” In other words, we will work out of our past instead of the present in the Presence.

Our decision may run to the extremes, from a total commitment to a meaningless gesture. Even if committed to change but we have the same old personal “reality,” then nothing has changed yet. This means that we are likely to fall back into one of our old ruts, habits. If we say, “I’m going to do this come hell or high water,” and fail to live up to our promise, which is likely because our old habits are still running on automatic, we will even feel worse about ourselves. Each time our willpower fails, with our best intentions, we feel even more hopeless, useless, powerless, and worthless. The greatest damage to our self-esteem comes from repeated failures at trying to change addictive, habitual behavior alone and unaided. It does not hurt much until we try our best to stop, to change and cannot. This trying alone and unaided with the same old personal “reality,” is one of the main causes of our hitting our personal bottom. It gets us ready for this Program and for sure a Higher Power.

“There is only one key, and it is called willingness. Once unlocked by willingness, the door opens almost of itself. Looking through it, we shall see a pathway with an inscription. It reads: This is the way to a faith that works.” (Twelve Steps and Twelve Traditions)

There were ten black birds on a wire. One decided to fly. How many were left? Ten, one decided but none flew. That was a meaningless gesture.

Al said - When I made an important decision it was like I was giving my word and giving my word to a Higher Power was frightening. What was going to happen to me if I could not keep it? And, as I soon found out, I could not keep my word or my promise to my Higher Power or to me. I was raised to believe a man had to keep his word or he was worthless. I had not worked on the rest of the Steps so I had not identified my defects much less had them cleared away. Yes, I was to fail. I had a realization when I was taking Step Two that I have had a merciful invisible means of support for a long time; otherwise I would have been dead or in jail. In Step Two I had written specific events where someone or something Higher than me was doing for me what I could not do for myself. So when I did decide to turn everything over to a Higher Power, it was that Higher Power who had already helped me. That was helpful; however my giving my word and not being able to keep it caused me big problems. I knew I had to work the rest of the Steps beginning with Step Four.

Write your response to questions 1 through 4 using the facing page.

1. State what it means to you when you make an important decision. Give an example.
2. State what is this “will” and “life” you’re asked to turn over.
3. State what “to the care of God” means to you.
4. State what “as you understood Him.” means to you

If, ifs and buts were candy and nuts we would all have a Merry Christmas. Our decision is the willingness to turn in a different direction ***but if*** (are not candy and nuts) my decision needs to be followed with action.

Write the name of who or what you are focusing this Workbook on.

Assignment # Nine – Today is _____, _____ _____

STEP FOUR: (Courage)

MADE A SEARCHING AND FEARLESS MORAL INVENTORY OF OURSELVES'

Assignment: Reading in Twelve Steps and Twelve Traditions and responding.

- a. Today's assigned reading is: Step Four – Read and respond to pages 42 to the paragraph ending at the top of page 48
- b. **Highlight** or underline those statements or questions that are important to you as you read today's assignment.
- c. Affix a number to that **highlighted** or underlined statement or question in your Twelve Steps and Twelve Tradition book.
- d. When you respond to that **highlighted** or underlined statement or question place the corresponding number that you affixed to it in your book. This way you will not need to write that **highlighted** or underlined statement or question.

CHANGING - Many of us could only see our own little reflection in that limited mirror of our personal “reality”, hearing only the hum of our own little voice as that “reality.” If we are tired of seeing our own little reflection and hearing the hum of our little voice, then where do we go from here? Our little personal “reality” must change. But how? That is what this workbook is all about. This Step Four will give us a chance to realize our habits of thoughts and feelings and a chance to own them so we can surrender them for a transformation.

Write the name of who or what you are focusing this Workbook on.

Assignment # Ten – Today is _____, _____ _____ _____

STEP FOUR: (Courage)

MADE A SEARCHING AND FEARLESS MORAL INVENTORY OF OURSELVES'

Assignment: Reading in Twelve Steps and Twelve Traditions and responding.

- Today's assigned reading is: Step Four – Read and respond to pages 48 beginning with the first full paragraph through page 54
- Highlight** or underline those statements or questions that are important to you as you read today's assignment.
- Affix a number to that **highlighted** or underlined statement or question in your Twelve Steps and Twelve Tradition book.
- When you respond to that **highlighted** or underlined statement or question place the corresponding number that you affixed to it in your book. This way you will not need to write that **highlighted** or underlined statement or question.

WINNERS & LOSERS - We hear in meetings “stick with the winners.” Who are these winners? The winners are those who are living the solution. Who are the losers? The losers are those that are still getting ready for the program (practicing their illness). So we could say that winners and losers are the same person at different points in the process. A very sad fact is that most of those losers never make the cut. Since you are here, I would suggest that you stay and forego any additional sick prep work. Step Four is a great tool to use on our journey to the winner’s circle.

Write the name of who or what you are focusing this Workbook on.

Assignment # Eleven – Today is _____, _____

INDEX FOR STEP FOUR

If this Workbook was formatted in a computer program this Index would be in dropdown boxes. For example if you were working on your resentments you are asked to write the Asset that was violated in column three. In column four you are to write what your Part was and in column five write Affect My. These Lists have some suggestions that you may draw from or you can make up your own list. By giving each suggestion a number you can enter the number(s) in the three columns instead of writing each one out. You may choose to take these lists out of the workbook so you would not have to go back and forth.

Title	Page
Assets List	19
My Part and Affects My Lists	20
My Harm Information Sheet (Working 4 th Step list the names of those you harmed for the 8 th Step info)	21

STEP FOUR INVENTORY WORKSHEETS

12	Step Four – Assets - (WB/A)	Assets Worksheet	W/B Assignment	22
13	Step Four – Resentments - (WB/A)	Resentments Worksheet	W/B Assignment	23
14	Step Four – Forgiveness - (WB/A)	Forgiveness Worksheet	W/B Assignment	24
15	Step Four – Fears - (WB/A)	Fears Worksheet	W/B Assignment	26
16	Step Four – Harms Others/Self - (WB/A)	Harms Worksheet	W/B Assignment	28
17	Step Four – Rules & Patterns - (WB/A)	Rules & Patterns Worksheet	W/B Assignment	30
18	Step Four – “Make Fun Of” Names (WB/A)	“Make Fun Of” Worksheet	W/B Assignment	32

Write the name of who or what you are focusing this Workbook on.

Take this Asset List out of your Workbook and have it when you will be asked to fill in the columns that refer to these. With these lists you will not have to turn back and forth through this Workbook to find the supporting List Boxes for other assignments.

Check those on the list below that are most important to you

Use those you checked below to complete your Asset Worksheet (page ??)

Asset: A useful or valuable quality, person, or thing, something that contributes to one's well-being.

ASSETS				
	1	The awakening to the Presence of our Higher Power.		
	2	The awakening to the Love that we are, that all of us are.		
	3	Awaken to the individual Self we were created to be, with purpose & meaning.		
	4	Abundance	34	Independent
	5	Acceptance	35	Inner-directed
	6	Ambition	36	Intelligent/Wise
	7	Beautiful/Handsome	37	Interested/Concerned
	8	Career/Work	38	Intuitive
	9	Committed/Dedicated	39	Joyful/Happy
	10	Communication	40	Kindness
	11	Compassion	41	Listener
	12	Conviction	42	Love/Caring/Sharing
	13	Curiosity	43	Loyalty
	14	Courage	44	Marriage
	15	Continuing education	45	Openness
	16	Creative/Inventive	46	Play/Leisure time
	17	Drive	47	Patient
	18	Even tempered	48	Perseverance
	19	Faith/Devotion/Spiritual	49	Power/Title/Money
	20	Family	50	Preparedness
	21	Focus	51	Productive
	22	Forgiving	52	Resilience
	23	Friends	53	Risk taking
	24	Generous	54	School/Learning
	25	God-consciousness	55	Sex
	26	Good companion	56	Supportive
	27	Good income	57	Take charge
	28	Good parent	58	Teachable
	29	Good worker	59	Toughness
	30	Health	60	Trust
	31	Higher Purpose	61	Understanding
	32	Honesty	62	Unselfish
	33	Humor	63	Willingness

Write the name of who or what you are focusing this Workbook on.

MY PART LIST - The following is a list of common My Part actions and reaction – Use this list as you would a Drop Box on a computer. **Take these out of your Workbook and have them** when you’re asked to fill in the columns that refer to these by writing the corresponding numbers - assign a number to those you add.

Check those on the list below that are most important to you

Use those you checked below to complete you’re My Part Worksheet (page)

#	MY PART	#	MY PART	#	MY PART
1	Anger	9	Lust	17	Saving face
2	Broken word	10	Negativity	18	Self-pity
3	Delusion	11	Perfectionism	19	Self-seeking
4	Fear	12	Playing God	20	Selfishness
5	Gluttony	13	Poor decision	21	Sloth
6	Greed	14	Pride	22	Stubborn
7	Guilt	15	Procrastinate	23	Withdraw
8	Insecurity	16	Revenge	24	Withhold
<i>Create your own list</i>					

AFFECTS MY LIST BOXES - The following is a list of common Affects actions and reactions– Use this list as you would a Drop Box on a computer. Have it when you’re asked to fill in the columns that refer to these by writing the corresponding numbers - assign a number to those you add.

Check those on the list below that are most important to you

Use those you checked below to complete your Affects My Worksheet (page)

#	SOCIAL INSTINCTS	#	SECURITY INSTINCTS	#	SEX INSTINCTS
1	Able to relate	12	Ambitions	23	Abnormal/ Unacceptable
2	Acceptance	13	Emotional	24	Abuse
3	Ambitions	14	Financial	25	Acceptable/ Normal
4	Belonging	15	Home	26	God given
5	Fame	16	Job	27	Hidden
6	Forgiveness	17	Material	28	Jealousy
7	Love	18	Power	29	Loving Union
8	Productive	19	Safety	30	Masturbation
9	Relationships	20	Spiritual	31	Needy
10	Respected	21	Trust	32	Relief/ Safe
11	Self-esteem	22	Worth	33	Withholding

Write the name of who or what you are focusing this Workbook on.

This **Step Eight Worksheet** will enable you to note those who you have harmed as you work through your inventory, thereby having much of your Step Eight list done without going back over your work. **Take this worksheet out of your Workbook and have it** when you come across one who needs to be on your Step Eight List.

Whenever we harm someone or ourselves, there has been a violation of one or more of the Three Spiritual Gifts: (1.) Presence of our Higher Power (2.) Love (3.) The individual created Self. In the first column note which of these were violated. In column 2 notes the one you harmed and in column 3 what you did or did not do to cause the harm.

SG	HARMED	WHAT YOU DID OR DID NOT DO TO CAUSE THE HARM

1. Note in the SG column which of these Three Spiritual Gifts that were violated
2. In the next column place the name of those you are unable or unwilling to forgive at this time.

SG	NAME	SG	NAME	SG	NAME

Write the name of who or what you are focusing this Workbook on.

Assignment # Twelve – Today is _____, _____ _____

STEP FOUR: (Courage)

MADE A SEARCHING AND FEARLESS MORAL INVENTORY OF OURSELVES

Assignment: Assets

What are our assets? A useful or valuable, quality, person, or thing; an advantage or a resource. Something that contributes to one's well-being. Turn to the page 19 for a list of suggested assets. It would be impossible to overemphasize the importance of identifying our assets. The violation of what we value is the root cause of our resentment and fears. Realizing the first three assets on the Asset List determines much of our happiness, joy and freedom; their violation causes much of my lack and limitation. In fact most of our resentments would come about when #2 (love) and or #3 (some violation of my individual Self), and when I was not trusting my Higher Power (#1) as my only true source.

ACTION: The Assets Worksheet – List at least ten of your assets

- a. In the left-hand column write the Asset.
- b. In the right-column write How you express that asset

Asset	How you express that asset?
<i>(Example)</i> Teachable	Since I came into A.A. I am teachable, open minded, now I'm hungry for more

How much time and energy do you spend on your assets? Is it equal to the time and energy you spend on fear, anger, and negative stuff? Are you focusing on the things you want or the things you don't? Do you focus mostly on the past, present or future? Which of your defects were transformed into an asset? "We are not saints. The point is we are willing to grow along spiritual lines." Are there any of us that are striving for excellence? Why not, we have the tools?

Write the name of who or what you are focusing this Workbook on.

Assignment # Thirteen – Today is _____, _____

STEP FOUR: (Courage)

MADE A SEARCHING AND FEARLESS MORAL INVENTORY OF OURSELVES

Assignment: Resentment

What are resentments? Resentment comes from a root word, which means to re-feel. If we could deal with anger quickly, that anger would not turn into resentments. Re-feeling a violation of an asset qualifies as a resentment. All resentments are directly or indirectly caused by a violation of assets. Resentments, we're told in the Big Book, is our number one offender, my experience confirms that. Resentments rob me of the joy of living, revealing most of my defects, selfishness, self-centeredness and fear. Resentments drive alcoholics back to the bottle, if not to the bottle it could cut us off from the sunlight of the Spirit.

Have the Asset List (page 19) – the My Part – the Affects My List (page 20) you may pull these out of the appendix so you do not have to turn back and forth.

ACTION: Write out your worst resentments using the following suggested format.

- a. In column one write the name of person, place or thing you resent.
- b. In column two write the cause of the resentment, what was or was not done, taken away or not given.
- c. In column three write your violated Assets (matching number on the My Asset List - p. 19)
- d. In column four write My Part (matching number on the List My Part List - p. 20)
- e. In column five write Affected My (matching number on the Affects My List – p. 20)

Resentful At:	The Cause Of My Resentment	Asset Violated	My Part	Affects My

A good reason to face our resentments and be willing to forgive all ASAP is because we are likely to blame the wrong person or even our Higher Power and delay our growth. One common growth process starts like this: we experience a great promise of success for our efforts and it works, our efforts bear nourishing fruit. At some point our best efforts fail or our goal was too limited. The one given credit for the success will be resented for failing or may shift the blame on to others. Being quick to forgive opens us to the next part of the learning, growing process. Our true transformation comes from our Higher Power's grace, not our works alone and unaided, it is time to surrender for an upgrade.

Write the name of who or what you are focusing this Workbook on.

Assignment # Fourteen – Today is _____, _____

STEP FOUR: (Courage)

MADE A SEARCHING AND FEARLESS MORAL INVENTORY OF OURSELVES

Assignment: Forgiveness

The willingness to forgive is the key to all healing in all types of relationships. The key to an open mind is the willingness to forgive. The key to self-forgiveness is the willingness to forgive others. The key to our spiritual growth and awakening is the willingness to forgive. We may not be able to forgive for one “reason” or another. We can be willing even if our only motive is selfish, like “I just don’t want to feel this way or I’m tired of being negative and resentful.”

At times we dismiss the importance of forgiveness with little or no thought. One possible reason may be as simple as not knowing how to forgive. Often we are just unable to forgive or let go. Often it is the core belief, when someone does something “wrong”, we automatically use the drug guilty and punishment, even if that someone is our self. We’re reminded that guilt and punishment is our universal drug of choice. It’s illusion that something has change when it’s only a fix. When we are wrong we want forgiveness quickly, we don’t want our “crime” made into a capital crime. If I want unconditional forgiveness, I must willingly extend it to others; otherwise I will be unable to believe others have forgiven me.

A naive person both forgives and forgets; a stupid person does not forgive or forget; a wise person forgives but does not forget. The wise person can use this experience of love to share. Remember this: What I can do is my responsibility; all else is God’s responsibility. So all I can do at any given time is to be willing; that’s enough. Let our Higher Power do the rest.

ACTION – Mark the most likely suggestions as to why I am willing to forgive in the left column and why I am unwilling or unable to forgive in the right column.

#	WHY I AM WILLING	#	WHY I AM UNWILLING OR UNABLE
1	I have a lot more to gain	14	Alone is better than hurt
2	I want the problem corrected	15	Fear, taken advantage of
3	I want this relationship	16	I don’t know how to forgive
4	I want to be forgiven	17	I can’t let go / I seek revenge
5	I want to be free	18	I want them punished/they don’t deserve it
6	I want to build a trust	19	I stuffed it
7	I want to experience peace	20	They didn’t forgive me
8	Willing to let God do for me	21	They will do “it” again
9	I’ll forgive/I won’t forget	22	I’m no fool/ They really did hurt me
10	I’m tired of being fearful	23	I’m scared to/ Some like to hurt others
11	I’m tired of being negative	24	Withholding/Withdrawing
12	I’m tired of being resentful	25	Shows that I approve of ()
13	It is the loving thing to do	26	They will go unpunished
Create your own list		Create your own list	

Write the name of who or what you are focusing this Workbook on.

- a. In column one write the name of person, place or thing you have a problem forgiving.
- b. In column two write the cause - what was or was not done - taken away or not given.

Who Or What	Why Is My Forgiveness Called For?

Are you willing to forgive yourself and others? Get up out of the ditch and dust yourself off and try again. Your willingness followed by action is proof of your intention. Come let us forgive one another. "Vulnerability means to be hurt over and over again without seeking to love less, but more." (Father Keating)

Write the name of who or what you are focusing this Workbook on.

Assignment # Fifteen – Today is _____, _____

STEP FOUR: (Courage)

MADE A SEARCHING AND FEARLESS MORAL INVENTORY OF OURSELVES

Assignment: Fears

Fear, like pain gains much of its “power” by trying to avoid looking at it, feeling it, or running away from it. When we turn and face our fears their nature will change into one of two: This fear is a current problem that calls for a solution or acceptance. **(R) Rational** or this fear is an illusion that we made up. **(I) Irrational** The way we are likely to respond is easy to see. When I have a rational fear or problem, I can choose to look for a solution or just accept it, the emotional insanity of an illusion is taken out of it. When I realize that this fear is irrational, another one of my illusions I made up, that it is not Reality but my personal “reality”. It is likely I can let it go or disempower it.

We live in the here and now, the only time we have any power to do or experience anything, let us respond in the present. We need not dig up old fears unless they are an active pattern. Unless you still experience a fear you had problems with in the past or projected into the future it is irrational. Just because we did experience that fear it is not rational now.

ACTION: Check those fears you experience too often or too intense. This is a list of common fears found among us. Add to this list of as many fears as you care to and assign each one a number.

MY FEAR LIST BOXES

	#	COMMON FEARS		#	COMMON FEARS
	1	11 TH hour of my life		17	I won't get what I want
	2	Abandonment		18	I'll be paid back
	3	Accidents		19	Incapable to love/be loved
	4	Any form of lack		20	Loss of a loved one
	5	Authorities – God		21	Loss of a relationship
	6	Being alone		22	Never enough
	7	Being taken advantage of		23	No loving God-consciousness
	8	Can't have children		24	No one to share with
	9	Can't meet financial needs		25	Not liked or loved
	10	Certain types of people		26	Poor health
	11	Change		27	Projecting my anger
	12	Disapproval		28	Rejection
	13	Failure		29	Success
	14	Fear of being a fool		30	Stuck, can't really change
	15	Fearful of having children		31	Unable to realize purpose
	16	Have no real value		32	Weird imagination
Create your own list			Create your own list		

Write the name of who or what you are focusing this Workbook on.

ACTION:

1. In column one write the name of the person, place or thing you fear.
2. In column two write the cause: what was or was not done – taken away or not given.
3. Is this Fear Rational (R) or Irrational (I)? Mark one of the right hand columns.

FEARFUL OF:	THE CAUSE OF THIS FEAR	R	I

Write the name of who or what you are focusing this Workbook on.

Assignment # Sixteen – Today is _____, _____

STEP FOUR: (Courage)

MADE A SEARCHING AND FEARLESS MORAL INVENTORY OF OURSELVES

Assignment: Harm

We are all one life, which means we cannot harm another without harming ourselves.

Today we can draw from our My Part and Affects My Lists (page 20) this list will act as a response guide. We can use as a reference the Step Eight Worksheet (page 21) which enabled us to note those who we harmed as you worked through your inventory. Use the lists, How I Harmed Others and How I Harmed Myself List Boxes.

Is there anyone who harmed you that you did not include on your resentment list and your forgiveness list? If so go back and include them on those two lists. Welcome to planet earth. Let's focus on your inventory and no one else's. We are all one life, which means we cannot harm another without harming ourselves. As the results of doing a thorough job on my inventory and owning what I uncovered and discovered I have been able to choose to stop harming others and me the best I can. Sometimes that is good and sometimes not, but I can tell you my life has improved. I'm able to extend love instead of all the negative stuff that was a habit. I'm given that opportunity to choose once again not to let the past equal my future.

HOW I HARMED OTHERS LIST BOXES

ACTION: Check the common harms that you do or have done to others. This list is suggestive only of those common harms among us. Add to this list and assign each one a number.

#	WHAT I DID OR DID NOT DO	#	WHAT I DID OR DID NOT DO
1	Withholding	15	Lied
2	Withdrawing	16	Manipulated
3	Betrayed my loved one	17	Put another down
4	Blamed	18	Shut down
5	Changed addictions	19	Snooped
6	Criticized	20	Talked one way, acted another
7	Distusted	21	Took what was not mine
8	Empty promises	22	Was a no show
9	Enabled someone	23	Was controlling
10	Gossiped	24	Was dishonest
11	Got "even"	25	Was jealous
12	I'm a user	26	Would not forgive
13	Irresponsible	27	Was in denial
14	Lack of communication		
Create your own list		Create your own list	

Write the name of who or what you are focusing this Workbook on.

HOW I HARMED MYSELF LIST BOXES

ACTION: Check the common harms that you do or have done to yourself. This list is suggestive only of those common harms among us. Add to this list of as much harm as you care to and assign each one a number.

	#	WHAT I DID OR DID NOT DO		#	WHAT I DID OR DID NOT DO
	1	I bankrupted myself financially		11	I hurt myself spiritually
	2	I compromised myself		12	I lied to myself
	3	I could not trust myself		13	I made myself ill
	4	I cut myself off from love		14	I punished myself
	5	I denied God's Presence		15	I withheld/withdrew
	6	I denied my individual purpose		16	I would not ask for help
	7	I hurt myself emotionally		17	I would not forgive myself
	8	I hurt myself mentally		18	I lost respect for others
	9	I hurt myself physically		19	I lost respect for myself
	10	I hurt myself socially		20	<i>I was in denial</i>
Create your own list			Create your own list		

ACTION:

1. In column one write the name of the person, place or thing you harmed.
2. In column two write the cause: what was or was not done – taken away or not given.
3. In column three write My Part and column four Affects My (see these List Boxes page 20)

I Harmed:	What I Did Or Did Not Do To Cause The Harm	My Part	Affects My

I Harmed:	What I Did Or Did Not Do To Cause The Harm	My Part	Affects My
My Self			
My Self			
My Self			
My Self			

Write the name of who or what you are focusing this Workbook on.

Assignment # Seventeen – Today is _____, _____

STEP FOUR: (Courage)

MADE A SEARCHING AND FEARLESS MORAL INVENTORY OF OURSELVES

Assignment: Rules and Patterns

This is a chance for you to see that some of your old habits of thoughts and feelings began a long time ago. Perhaps some of these have not changed all that much. We can blame my mom and dad - Just Joking.

GROWING UP ACTION: Using the form RULES and PATTERNS WORKSHEET - In column one write the rule you grew up with for each of your important areas. If this rule is useless, harmful, or too limiting, and you no longer want it controlling your life experiences, mark an (X).

CURRENT ACTION Using the form RULES and PATTERNS WORKSHEET – In column two write the rule you currently have for each of your important areas. If this rule is useless, harmful, or too limiting and you no longer want it mark an (X).

DESIRED RULE ACTION: Using this form, RULES and PATTERNS WORKSHEET will give you a flow of how most habits come about - If you think it's time to change one of these rules, write your desired replacement rule in column three.

	My Growing up rule: <i>My Career</i>		My Current rule for: <i>My Career</i>		My Desired rule for: <i>My Career</i>
X	<i>We have to earn what we get. Money doesn't grow on trees.</i>	X	<i>Work smarter not harder.</i>		<i>Do the best you can and leave the rest to God.</i>

	My Growing up rule for:		My Current rule for:		My Desired rule for:

	My Growing up rule for:		My Current rule for:		My Desired rule for:

Write the name of who or what you are focusing this Workbook on.

My Growing up rule for:	My Current rule for:	My Desired rule for:

My Growing up rule for:	My Current rule for:	My Desired rule for:

My Growing up rule for:	My Current rule for:	My Desired rule for:

My Growing up rule for:	My Current rule for:	My Desired rule for:

Write the name of who or what you are focusing this Workbook on.

Assignment # Eighteen – Today is _____, _____

“MAKE FUN OF” NAMES

After you identify your patterns, go back over them and give a “make fun of” name. This name will be useful in discrediting and disempowering of your old habits of thoughts and feelings, casting out the old rules and patterns and building the new ones. The “make fun of” names are part of Step Six and Step Ten.

Al: I’m not good at making up funny names about my worse defects.

Lou-is: What are some of the funniest characters to you on TV or the movies? Name some of these and use that creative mind of yours to come up with a few that make a chuckle come to mind.

Lou-is: The sooner we can laugh at ourselves the sooner our healing. These “Make fun of” names symbolize an unwanted guest who comes to our door; we can choose to invite that person in or not. We may mull on a “who done me wrong” song or we can turn that person away as soon as we see who it is. A “Make fun of” name will disempower that person. He or she are less likely to harm us, upset us or cause us to experience that fear we get when someone or something intimidates us. When we lose respect for that person to the point we can laugh when we think of them, we have come a long way in being free from their control over us. In one way or another we gave that “power” to them. It’s time to take it back and give it to our real Boss.

Let me give you an example:

“Make fun of” name		#	Violated and complied with are just two sides to the same rule or pattern.
Jeal - o-saurus	X	29	I have problems with jealousy. <i>(I had this problem so long it seems like it started with the dinosaurs – but when I think of it as a jealous dinosaur I can lighten up.)</i>
Peppy le Few	X	8	<i>I practice the “law” of lack, never enough of anything (love, money, time). (Same as above)</i>
Peter Perfeclor With a P on my chest	X	19	I judge by such high standards all must fail. I am driven by perfectionism. <i>(No matter what I do it is never good enough. I started feeling this way it seems like my first day in school. A family motivator, beatings will continue until grades improve)</i>

Lou-is: You’ve got the main point. Now finish the task. It would be useful for you to come up with some of your own important patterns on the next page. Have fun.

The first three, the Three Spiritual Gifts are primary patterns and they are not subject to any real change. We came equipped with these three Spiritual Gifts even though we’re not fully awakened.

You will find at the cause of every resentment one or both of second and third Spiritual Gifts violated or unfulfilled. The second Spiritual Gift, Awakening to the Love that we are and the third Spiritual Gift, Awakening to the created individual we are, with purpose, meaning.

Write the name of who or what you are focusing this Workbook on.

The following rules and patterns are common for most of us. These are suggestions only. If you cannot find a pattern in the following that serve your needs, make up your own list.

"Make fun of" name	#	Violated and complied with are just two sides to the same rule and pattern.
	1	Awakening to the Presence of our Higher Power.
	2	Awakening to the Love that we are.
	3	Awakening to the created individual we are, with purpose, meaning.
	4	I know I am of more worth or value than I can prove.
	5	I look to other people, places and things to determine my: worth, meaning, purpose, happiness, sadness, fulfillment, etc.
	6	I compromise myself to get what I need or want, then resent it.
	7	I have been in denial.
	8	I practice the "law" of lack, never enough (love, money, time, etc.).
	9	I am quick to forgive. I seek correction. I realize that guilt and punishment are an illusion, like a drug, a quick fix.
	10	Control everyone with guilt and punishment, even myself.
	11	I project my experience and beliefs, and call it reality.
	12	I know I am far more loving than I can give or receive.
	13	The beginning of a relationship (love, friends, business): I believe you believe in me, that I am special. The beginning of the end of this relationship is when I no longer believe you believe in me.
	14	I resist change. I am likely to procrastinate.
	15	I blame the past, project negatively on the future, and fear the present.
	16	I experience fear in most areas of my life including success and love.
	17	I have to earn everything or know the "right" people or get lucky.
	18	I have hurt others, but I did it without malice.
	19	I judge by such high standards that all must fail. I am driven by perfectionism.
	20	I change roles within the same pattern, thinking I have changed: one time a victim, the next time the aggressor; or I am a user, and the next time I am used.
	21	I make "deals" and promises, but I don't keep them.
	22	What I can have I don't want, and what I want I can't have.
	23	I lack ability to form a true relationship with another human being.
	24	I feel I don't belong. I feel emptiness no one or anything can fill.
	25	I keep attracting the same sick relationships (love, business, friends).
	26	I just cannot find the willingness to do whatever "it" takes.
	27	I am doing just great; then I fall into an old rut. This is a rebound.
	28	I am too negative, fearful and angry so I withhold and withdraw.
	29	I have lots of problems with jealousy.
	30	
	31	
	32	

Write the name of who or what you are focusing this Workbook on.

Assignment # Nineteen – Today is _____, _____ _____

STEP FIVE - (INTEGRITY)

ADMITTED TO GOD, TO OURSELVES AND TO ANOTHER HUMAN BEING THE EXACT NATURE OF OUR WRONGS.

Assignment: Reading in Twelve Steps and Twelve Traditions and responding.

- a. Today’s assigned reading is: Step Five – pages 55 - 62
- b. **Highlight** or underline those statements or questions that are important to you as you read today’s assignment .
- c. Affix a number to that **highlighted** or underlined statement or question in your Twelve Steps and Twelve Tradition book.
- d. When you respond to that **highlighted** or underlined statement or question place the corresponding number that you affixed to it in your book. This way you will not need to write that **highlighted** or underlined statement or question.

There may be something you are unable or unwilling to tell another person now. To avoid stuffing that wrong you can share with another the exact [strictly in accord with fact], nature of that wrong. An example: “I have been lying and hiding something I did that I know was wrong, I am no longer doing it. When my fear is too great I will lie. I am still lying by covering it up. The exact nature of my wrong; I am a liar.” This Step calls for the nature of our wrongs, not details. In other words patterns are more important than single events. Ask your Higher Power for a solution to this problem, it will come.

Write the name of who or what you are focusing this Workbook on.

Assignment # Twenty – Today is _____, _____ _____

STEP FIVE - (INTEGRITY)

ADMITTED TO GOD, TO OURSELVES AND TO ANOTHER HUMAN BEING THE EXACT NATURE OF OUR WRONGS.

Assignment: Step Five

Admitting to our Higher Power and to ourselves everything is two-thirds of this Step, the easier part. Here are some of the reasons for taking this vital Step:

- a. Most of us have dreamed of having someone to love and accept us the way we are. Only by sharing with another human everything can we hope to experience this love and acceptance.
 - b. The Big Book states; **“if we skip this vital step, we may not overcome drinking. And there is very little chance of our being restored to sanity.”**
 - c. Some of us gain that feeling of belonging.
 - d. We are likely to experience a God -consciousness or a spiritual awakening.
 - e. Our "secrets" take too much energy to support. Letting go will release the energy.
 - f. Some experience the Presence of a Higher Power, freedom and a peace of mind for the first time.
1. Make an outline as you go through this Prep Work so you will be able to remember everything you need to share.
 2. Review all of your responses to the questions and statements up to this point. This includes your written responses.
 3. Be ever so mindful of your patterns (experiences that you repeat.) Even if they were with different people, places, things or forms. These patterns (habits of thoughts and feelings) are one of, if not the most important parts of this process. These patterns make up your personal “reality,” and are the key to long-term recovery, and personal growth.
 4. These patterns will play a part of Steps Six and Ten
 5. As we go through our review, we continue our preliminary work on Step Eight. As we are preparing we may uncover more harms done and people we cannot forgive. Add these to your Step Eight Worksheet
 6. Who's going to listen to my Fifth Step? It is important that you find the right person to confide in. We believe that it is best if you can share with a person who has finished his or her own Fifth Step. If this person is living the Program he or she will have a better understanding of what it is you are trying to do. However, you may not be able to find someone you could trust in your present group. You may have to go outside our Program. Many of us take our first time Fifth Step with a non-Program person. It is important that you feel you can trust this person. This should enable you to be as honest as you can be at the time. We would caution you about taking this Step with someone too close to you or one with whom you have an ax to grind. We may hurt that person or another if you are honest. It would be wise to question your own motives.
 7. Ask this person to help you identify your patterns. Show this person a copy of your pattern list. They may have additions to your list or ask you to clarify the pattern. You may find you have a lot in common; on the other hand you may not even come close. Remember it is your inventory, your patterns, which means, in the end you are the one who will gain or fail to gain from those patterns directly.

NAME	BENEFITS - ADVANTAGES	PROBLEMS - FEARS

Set the date, and the estimated amount of time to set aside to complete it, with the person you had chosen.

Reminding him to be sure that each would be free to take all the time needed.

DATE	START TIME	UP TO TIME	PLACE	PERSON	PHONE #

Ask this person what the format we'll use for taking the Fifth Step. Write out any questions you may have or any part of the process you may want that person to clarify before you begin. THEN JUST DO IT

Write the name of who or what you are focusing this Workbook on.

Assignment # Twenty – one – Today is _____, _____ _____

STEP SIX - (WILLINGNESS) WERE ENTIRELY READY TO HAVE GOD REMOVE ALL THESE DEFECTS OF CHARACTER.

Assignment: Reading in Twelve Steps and Twelve Traditions and responding.

- a. Today's assigned reading is: Step Six – pages 63 - 69
- b. **Highlight** or underline those statements or questions that are important to you as you read today's assignment.
- c. Affix a number to that **highlighted** or underlined statement or question in your Twelve Steps and Twelve Tradition book.
- d. When you respond to that **highlighted** or underlined statement or question place the corresponding number that you affixed to it in your book. This way you will not need to write that **highlighted** or underlined statement or question.

Living our A.A. Program, I realized how bound and limited my old habits of thoughts and feelings, my personal “reality” were. These defects were holding me bound and blocking me from the way of life I wanted. Those old habits of thoughts and feelings were a big part of the conditions and causes of my alcoholism. I now have the Program and a solution to do for me what I cannot do for myself. I am entirely ready to have my Higher Power, I choose to call Father, remove or transform each of my defects as I become conscious of them. I am committed to owning them and surrendering each of them.

Write the name of who or what you are focusing this Workbook on.

Assignment #Twenty-two – Today is _____, _____, _____

STEP SIX - (WILLINGNESS) WERE ENTIRELY READY TO HAVE GOD REMOVE ALL THESE DEFECTS OF CHARACTER.

The key to this Step is in the wording. “Were entirely ready to have God remove all these defects of character.” First, we want something when we are entirely ready. This wanting is often the beginning of healing. Second, it is God that is to remove all, not us alone and unaided. Third, the wording tells us which defects need removing. Now, “these” implies that we have identified specific defects.

I want to remind you not to take any of the Steps too lightly. Each Step is an important part of the process. In case you have forgotten, our minds will play tricks on us. For example, with this Step our conscious mind tells us, “Of course, I want all of these defects removed.” Knowing now just how harmful, useless, or painful these defects are, I will just let them go. Two problems with that well intended statement. First, generalizing will not get it done. Second, we are not the ones to remove these defects, alone and unaided. Just follow the **A – B – C** down below.

(A) Just because something is simple does not make it easy. By now you’ve found some of your patterns, “these defects”. Take each one of “these defects” and ask yourself if you are ready to have God remove it. If your answer is yes move on to the next defect (patterns). If not go back to Step One just for that defect and run over the First Step Questions to help increase the pain of holding on to that defect. If that is not enough to convince you, try this: We know that our problems are progressive. They will worsen if nothing is changed. What will it be like if this does not change in another year or five, ten, or twenty years? If you are now ready, continue this process until you have gone over each and every one of your defects.

(B) We’re reminded just how powerless we are to remove these defects alone and unaided. By doing something positive about these defects we experience a new hope. Some of our listed defects are just different parts of the same pattern; combine them into the smallest number of patterns. We are building a new way of life, it's important to understand it is a long-term process. It's not another quick fix.

The next suggestion: Assign each of these defects, patterns a “Make Fun Of” name. These names become important to us when setting up our last three Steps to live and grow by. These will be part of our Early Warning System. Speaking of “Make Fun Of” names, what about making fun of names such as: Al Kohallek (Alcoholic), Allienon (Al anon), Lou-is Pazeniton (Lou is passing it on), and Eye (I) Witness? No comment.

(C) We reviewed our inventory after finishing our Fifth Step and updated our Rules and Patterns List Boxes. Pages 32 – 33 We assign each of these defective Patterns a dishonoring, discrediting name "make fun of" name. You can change the "Make Fun Of" anytime. We will use these "Make Fun Of" names to disempower these defects (patterns) of the power we gave them. Making fun of our defects and laughing at ourselves is in itself healing. We will go into the "HOW TO" in Step Ten. **ACTION:** (1) In column one write the “Make Fun Of” name. (2) In column two write the pattern. (3) In column three write the number of that pattern. See the Rules and Patterns List Boxes in the Pages 32-33 for some ideas and suggestions

“Make Fun Of” Name	RULE and PATTERN	#

Write the name of who or what you are focusing this Workbook on.

Assignment # Twenty-three – Today is _____, _____, _____, _____.

STEP SEVEN - (HUMILITY) HUMBLY ASKED HIM TO REMOVE OUR SHORTCOMINGS.

Assignment: Reading in Twelve Steps and Twelve Traditions and responding.

- a. Today’s assigned reading is: Step Seven – pages 70 - 76
- b. **Highlight** or underline those statements or questions that are important to you as you read today’s assignment.
- c. Affix a number to that **highlighted** or underlined statement or question in your Twelve Steps and Twelve Tradition book.
- d. When you respond to that **highlighted** or underlined statement or question place the corresponding number that you affixed to it in your book. This way you will not need to write that **highlighted** or underlined statement or question.

A working definition for humility: It is an awakening and growing understanding of our relationship with our Higher Power, other beings and ourselves. A realization that it is our Higher Power doing the works we call life.

Assignment # Twenty-four – Today is _____, _____, _____

STEP SEVEN - (HUMILITY) HUMBLY ASKED HIM TO REMOVE OUR SHORTCOMINGS.

I did not like the idea of having to write so much when I began this process or of committing to working on it every day. As I got into working it as part of the healing process, I saw it differently. I realized at some point that I was not playing a game, nor was I looking for a quick fix any longer. My life and the quality of my life were in question. Maybe an hour a day was after all a good investment to bring about healing and awakening to my spiritual gifts. I find it interesting that I would spend every waking moment for days on just one resentment or fear. When it came time to work on the healing process in the beginning, I resisted the suggestion that I should spend at least an hour a day on the solution. Is that insane or what?

What is the difference between defects and shortcomings? A person asked Bill W. the same question and he replied there was no real difference. He just didn't want to repeat the same word. However, sometimes our words have a hidden meaning that we are unaware of. When I got to my Fifth Step I felt defective. Taking my Fifth Step with an understanding person and following it up with working on my Sixth Step, I knew that I was defective, but I became ready to have God correct and remove these defects. I was now aware of these defects. Just wanting to trust that a loving God could and would remove my defective beliefs, habits, my little personal "reality," gave me a new hope! The love shown me allowed me to believe it wasn't my defective stuff, but I was coming up short.

As I reflected on my past wrongs, I thought: I have done too much harm to others and myself. It was not my intention to harm anyone, but I did. When these harms were taking place, as I see now, I was reacting to my "then reality". Because I received so much love, forgiveness, and acceptance when I took my Fifth Step, I began to feel that it was more like a shortcoming, coming up short. The root word for sin means missing the mark, and that is the way I have come to believe a loving God views us. I am so grateful I had the experiences and the willingness to share them. When I realized God, as I understood Him, as my only true Source, humbled at that moment, I opened up and I was teachable. When we are aware that it is our Higher Power, and not ourselves, alone and unaided, who is to remove our shortcomings, our decision to follow through becomes easier. If you are now ready and willing to accept the healing of these shortcomings, the following suggestions prove useful.

We are suggesting that you submit each of your shortcomings (patterns), to a form of the Serenity Prayer.
God grant us the serenity to accept the things we cannot change,
Courage to change the things we can,
And wisdom to know the difference.

(A) What is it about this pattern, shortcoming that I must accept? Most of the time there is at least some part of a pattern we can change, which may be mental, physical, emotional, social, or spiritual.

Example: We would be wise to accept that we cannot change others, or what was done or not done to us.

ACTION: (B) What is it about this pattern, shortcoming that I can change? We are suggesting that you ask for serenity as it may relate to each pattern and look for the good in the person, place or thing.

ACTION: (C) Ask God for the Serenity, Courage, and Wisdom to know the difference.

Follow this format for each of your shortcomings (patterns).

ACTION: (A) What is it about this pattern, shortcoming that I must accept?

ACTION: (B) What is it about this pattern, shortcoming that I can change?

ACTION: (C) Ask God for the Serenity, Courage, and Wisdom to know the difference.

Write the name of who or what you are focusing this Workbook on.

Assignment # Twenty-five – Today is _____, _____

STEP EIGHT - (BROTHERLY LOVE, WILLINGNESS TO FORGIVE)
MADE A LIST OF ALL PERSONS WE HAD HARMED, AND BECAME WILLING TO MAKE
AMENDS TO THEM ALL.

Assignment: Reading in Twelve Steps and Twelve Traditions and responding.

- a. Today's assigned reading is: Step Eight – pages 77 - 82
- b. **Highlight** or underline those statements or questions that are important to you as you read today's assignment.
- c. Affix a number to that **highlighted** or underlined statement or question in your Twelve Steps and Twelve Tradition book.
- d. When you respond to that **highlighted** or underlined statement or question place the corresponding number that you affixed to it in your book. This way you will not need to write that **highlighted** or underlined statement or question.

It is tempting to group some of our Steps together, example: Steps Four and Five – Steps Six and Seven – Steps Eight and Nine. If you focus on one Step at a time that Step will bear much more vine ripe fruit. Step Eight is a good example. Some of us want to jump into action as a continuation of each entry on our list. Yes, action is the magic word but timing is wisdom. Focus on writing your list and talking to another person who understands this process about your plan of action, that's enough action for Step Eight.

Write the name of who or what you are focusing this Workbook on.

Assignment # Twenty-six – Today is _____, _____

**STEP EIGHT - (BROTHERLY LOVE, WILLINGNESS TO FORGIVE)
MADE A LIST OF ALL PERSONS WE HAD HARMED, AND BECAME WILLING TO MAKE
AMENDS TO THEM ALL.**

We suggest you make your list of those you had harmed in three groups: First list those you harmed and to whom you are ready, willing and able to make these amends. The second, list those harmed whom you are willing to make amends to but unable to now. The third group is the people you harmed but you are unwilling to make amends to. Also we have included a format to help us with our forgiveness. Have you ever noticed we harmed those whom we had not forgiven? Now we are ready for your Step Eight Worksheet, (page 21) it should have the names of those you harmed and the harm done.

[1] This first group is for those you are ready, willing, and able to make amends to now. On a separate sheet of paper use the following format. We suggest that you go over your plan of action with your sponsor or someone who has done some of their amends after you finished writing each group, before you set out on your Step Nine adventures.

Name of the one you harmed.	
What you did or did not do to cause the harm.	
How will you go about making this amend? Write down your plan of action for each amends	

[2] This group consists of those you are willing to make amends to but unable to for some reason now. After you finished writing this list share your thoughts and feelings about these amends with the person that is helping you work this Step. Ask yourself; are my reasons valid or am I just fooling myself out of fear or some other form of resistance? For example, you may owe a great deal of money and you don't have it. You can at least talk to these people and come up with some plan of action. In other words do all you can to upgrade this group to group one.

Name of the one you harmed.	
What you did or did not do to cause the harm	
State why you cannot make this amend now. Seek out someone to help you.	

ACTION: [3] In this group are the ones you are resisting or saying "**no never**". Our Higher Power could help if asked. We shall never be free holding on to the past. Pray for the willingness to take care of these amends. Put these people on a prayer "hit list." Pray for this person five times a day (awakening, midmorning, noon, midafternoon and evening), for two weeks. Upgrade this one to group one or two.

Name of the one you harmed.	
What you did or did not do to cause the harm in first place.	
State the form of the resistance and why you are unwilling or unable to make this amend.	

Write the name of who or what you are focusing this Workbook on.

Assignment # Twenty-seven – Today is _____, _____, _____

STEP NINE - (LOVE IN ACTION, JUSTICE - MAKING IT RIGHT)

MADE DIRECT AMENDS TO SUCH PEOPLE WHEREVER POSSIBLE, EXCEPT WHEN TO DO SO WOULD INJURE THEM OR OTHERS.

.
Assignment: Reading in Twelve Steps and Twelve Traditions and responding.

- a. Today’s assigned reading is: Step Nine – pages 83 - 87
- b. **Highlight** or underline those statements or questions that are important to you as you read today’s assignment.
- c. Affix a number to that **highlighted** or underlined statement or question in your Twelve Steps and Twelve Tradition book.
- d. When you respond to that **highlighted** or underlined statement or question place the corresponding number that you affixed to it in your book. This way you will not need to write that **highlighted** or underlined statement or question.

As our denial breaks down we see more walls we built between others and ourselves. Our Step Nine enables us to be a wall buster rather than a wall builder. We may continue to build walls, if so let them be built out of glass, that way we can feel safe and still see one another. In our first language, silence, we can extend love and feel safe until we are able to open up to grace and the transformation of our defect into an asset.

Write the name of who or what you are focusing this Workbook on.

Assignment # Twenty-eight – Today is _____, _____

STEP NINE - (LOVE IN ACTION, JUSTICE - MAKING IT RIGHT)

MADE DIRECT AMENDS TO SUCH PEOPLE WHEREVER POSSIBLE, EXCEPT WHEN TO DO SO WOULD INJURE THEM OR OTHERS.

This Step will go a long way to heal a relationship or end it. The main purpose is to let go of the past, to take walls down, to heal.

LIVING AMENDS: The best amends we can make for those we love and ourselves are living amends, by practicing these principles in all our affairs. Walk our talk. In Step Eight we wrote down some of the ways we were willing to make amends. At the time we may have been too general. Now let's be a little more specific. ***Make a list of specific things you are willing to do consistently as living amends.***

A General rule: Make amends where the harm is done. Example: You have burned someone through gossip; make the amends to the one you gossiped with, and not the one you gossiped about.

INTO ACTION (An amends format)

After reviewing your Eighth Step Plan, make an appointment list. Make your amends in person, face-to-face, if possible, unless it could cause more harm. For example, if the person we need to make an amends to is an ex-lover, we need to question our motives. In addition, if this person has someone else in his or her life, your contact could cause more harm. Once again it is always wise to talk over your plan with your sponsor or another person that has some experience with making amends. At each stage of the process it would be wise to ask your Higher Power for the ability you need, to be honest, willing and open-minded, loving, forgiving, wise or anything else that comes to mind.

ACTION IS THE MAGIC WORD (An amends format)

1. Make an appointment, asking for a few minutes of their time to clear something up. Try not to go into details at this time unless the person insists on doing so. This first contact is for the purpose of making an appointment. On a separate sheet of paper set up your appointment information, name – date – time – meeting place – phone number.
2. When you go for the appointment, you may say something like this; "I'm now in a Twelve-Step Program, which suggests that I clear up my past by making amends or I may not get well."
3. If this is/was a long term relationship, state the amends in general at first. This way the other person can fill in the thing they felt was the harm done.
4. You may choose to say something like this, "I was wrong and I deeply regret all the ways I have harmed you. I hope that I would do it differently now. I'm asking for your forgiveness, but you may be unable to forgive me. I can truly understand."
5. If they want to open up an area or be more specific, by all means do so. You are there to have the problem healed, to take walls down. So many times, what you thought was the harm done and what they thought it was, are not even close.
6. On the other hand, you may choose to state the thing you regret.
7. If it's money to be repaid, make the best payback plan you can for now, one you can keep. Remember you are only giving back what was originally theirs.
8. If it is a relationship problem, ask what you can do to make it right
9. Remember to take your Higher Power with you. Be willing to forgive both them and yourself.
10. Most of the time if others see that we are sincere about this process, they are happy for us. However, there may be times when it does not go well. You are there to clear up your side of the street, not theirs. So, get on with your life. Let your Higher Power do His Job, and you can go about doing your own.

Write the name of who or what you are focusing this Workbook on.

Amends can be made to persons who have passed away. In your quiet time or meditation call this person into your presence. Talk to them the same as you would if they were face-to-face. Or, you may choose to write them a letter; saying all you need to say, then burn the letter. The most important thing is that you both be FREE to get on with life, their new life and your new life.

Building your amends contact list

For each of those you are going to be making an amends to, take a separate sheet of paper and include all the information you will need to carry out that amends. Most often it is more effective to make your amends face-to-face but in some cases that will not be wise or possible.

Example:

Name: Sam Jones **Phone #** 210 555 3946 **I made my appointment on** Tuesday 09/6/16

My Amends Appointment is for: Date: 09/09/16 **at Time:** 2 PM

Amends to be done: Face-to-face at: 16607 Blanco Road Suite 401, San Antonio, Texas 78232

Amends will be done: On the telephone at #

Amends will be done: By mail – address

Amends will be done: By email – email address

Brief outline of what I want to cover:

- a. I ask my Higher Power to for the honesty, willingness and humility to carry out this amends.
- b. I'm now in a Twelve-Step Program, which suggests that I clear up my past by making amends or I may not get well.
- c. I was wrong and I deeply regret all the ways I have harmed you and the company. I hope that I would do it differently now. I'm asking for your forgiveness, but you may be unable to forgive me. I can truly understand. I'm not sure I could if the shoe were on the other foot.
- d. I co-mingled my money with company money; the best I can tell is about \$600. I do not have that much today but I have \$50 and I agree to pay the rest out with interest at \$50 a month until I have repaid all. If I can pay it off quicker I will, but right now I know I can do it at \$50 a month.
- e. I know that money will not restore the trust you once had for me and I do regret betraying your confidence. I am here to show my intention to change. Thank you
- f. If Sam will not accept my offer I will make the best deal I can without over-committing myself.
- g. Whatever Sam chooses to do, I am grateful for the willingness to clear my side of the street off.

Write the name of who or what you are focusing this Workbook on.

Assignment # Twenty-nine – Today is _____, _____

STEP NINE - (LOVE IN ACTION, JUSTICE - MAKING IT RIGHT)

MADE DIRECT AMENDS TO SUCH PEOPLE WHEREVER POSSIBLE, EXCEPT WHEN TO DO SO WOULD INJURE THEM OR OTHERS.

Is there anyone left in Group (3) three list (page 41)? Those you resisted making amends or said "no never", and could not upgrade to group (1) one or (2) two, check out forgiveness on page 24. My experience tells me how important forgiveness is. I have included a useful process when dealing with long-term relationships. Most of the people that I need to make amends to are those I believe harmed me – so I am including more Forgiveness information in this 9th Step.

FORGIVENESS is the key to happiness and loving relationships with our Higher Power, others, and ourselves. At times the harm was too much for us to forgive. Willingness to forgive is the key; however, we may be unable or unwilling to forgive (check out the Forgiveness List Boxes page 24). For those, we suggest that you pray for the willingness to forgive, put those on a prayer "hit list." Pray for this person five times a day (on awakening, mid-morning, noon, mid-afternoon and before you go to sleep), for two weeks or whatever times it takes.

The most difficult is to forgive ourselves. There are several reasons for this; we have too much inside information, including how often we have fallen short. This program and life in general is a process, from limited to less limited ad infinitum. Some of us have an illusion that someday we will graduate. Each experience is a stepping-stone we took for a stumbling block. That caused a disappointment and that called for guilt and punishment, the drug of our choice. The beatings will continue until we become perfect. Let us forgive quickly and seek correction, leaving the results to our Higher Power.

A common forgiveness problem is forgiving those we had long-term relationships with. The primary reason, we change the "crime" with time. We forgot what upset us when the "crimes" happen; we judge it with today's understanding. The following format will help you let go of the past. God can and will do for us what we cannot do for ourselves, if we trust Him.

On a separate sheet write out the following:

1. Name of the one who harmed you.
2. What did they do or not do to harm you?
3. How did you react at the time of the harm?
4. How did you feel and or think at the time of the harm?
5. What about now? How do you feel and or think about the harm?
6. How do you react when you think of, hear about, or see the one that harmed you?
7. Go to the right hand column of the Forgiveness List Boxes page 24 . Which items stand out?
8. Are you now willing to forgive so you can be free?
9. Now ask your Higher Power to bring about this forgiveness at all levels, even for this one moment. You can always take it back if you don't care for the freedom. It is important to seek the healing for the way you thought and felt at the time of the "crime" as well as the present.
10. As a rule it is useful to follow up after the forgiveness with a visit or a call to make sure the wall is down, unless it would cause the other person harm. When the thought of this person comes to mind, bless them and turn again to your Higher Power.

Having done your prep work for taking Step Nine as best you could now, including making as many appointments as possible, you're ready for this DAY - the day when you go about making your amends. When you start each of your amends you will find it useful to own all of your life experiences so that you can surrender them to your Higher Power and ask for His loving mercy and guidance. When we do that we are centered within Him, if we choose, we can make it a habit at each beginning. Good luck and may God be with you.

Write the name of who or what you are focusing this Workbook on.

Assignment # Thirty - Today is _____, _____ _____

STEP TEN: CONTINUED TO TAKE PERSONAL INVENTORY AND WHEN WE WERE WRONG PROMPTLY ADMITTED IT. (PERSEVERANCE)

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Assignment: Reading in Twelve Steps and Twelve Traditions and responding.

- a. Today's assigned reading is: Step Ten – pages 88 - 95
- b. **Highlight** or underline those statements or questions that are important to you as you read today's assignment.
- c. Affix a number to that **highlighted** or underlined statement or question in your Twelve Steps and Twelve Tradition book.
- d. When you respond to that **highlighted** or underlined statement or question place the corresponding number that you affixed to it in your book. This way you will not need to write that **highlighted** or underlined statement or question.

Are we focusing too much on our wrongs and the past? Should we give equal time to the loving useful things we experience and share? When we share our story do we dwell too much on what it was like, too little on what happen and what it is like now? Do we tell ourselves that we are just being honest or that is what others want to hear? Perhaps we believe if only we reveal our wrongs/defects enough we will be able to experience the love and value we long for. "When we were wrong we promptly admit it." That's great. What if when we were right we promptly admit it? "We are not saints. The point is we are willing to grow along spiritual lines." Our Higher Power transforms our defect into assets and our selfishness turns into enlighten self-interest.

Write the name of who or what you are focusing this Workbook on.

Assignment # Thirty-one – Today is _____, _____

STEP TEN: CONTINUED TO TAKE PERSONAL INVENTORY AND WHEN WE WERE WRONG PROMPTLY ADMITTED IT. (PERSEVERANCE)

Step Ten in our Big Book reminds us of this: “We have entered the world of the Spirit. Our next function is to grow in understanding and effectiveness. This is not an overnight matter. It should continue for our lifetime. Continue to watch for selfishness, dishonesty, resentment, and fear. When these crop up, we ask God at once to remove them. We discuss them with someone immediately and make amends quickly if we have harmed anyone. Then we resolutely turn our thoughts to someone we can help. Love and tolerance of others is our code.” (Alcoholics Anonymous page 84)

“It is a spiritual axiom that every time we are disturbed, no matter what the cause, there is something wrong with us.” (Twelve Steps and Twelve Traditions, Step Ten) So what is wrong with us? It is our little personal “reality”, rules and patterns. Our life experience runs on automatic until something disturbs us “good” or “bad”. This is an important moment for growth. We can choose at that moment, which way we will choose and act or just react automatically. This sounds too simple, too easy. It is simple, yes – easy, no.

The following is the first list of “WHEN AM I MOST LIKELY TO?” which are negative SETUPS. SETUPS are the ways that we are likely to think, feel and react to our habits of thoughts and feelings, our personal “reality.” We will continue to repeat these, unless we change. If nothing changes then nothing changes. Identifying these SETUPS can help create what we call an Early Warning Signal System. In other words, we can learn to see it coming, promptly admit it, choose to make a new decision about it, and take whatever action or inaction called for long before that old stuff gets out of hand. These Early Warning Signal Systems could compare with the signs on a freeway telling us when our turn off is coming up in time for us to change lanes. It is up to each of us to decide to change lanes and take the action. What we can do is our responsibility, and what we cannot do is our Higher Power’s job.

Respond to the list of WHEN AM I MOST LIKELY TO negative questions as they relate to the area you are working this workbook on.

1. When am I most likely to have a physical craving for problem stuff?
2. When am I most likely to be a victim or an aggressor?
3. When am I most likely to feel fearful or anxious or terrified?
4. When am I most likely to be too rigid?
5. When am I most likely stressed out or stressful?
6. When am I most likely to feel shame or guilt?
7. When am I most likely to feel hurt or angry or resentful?
8. When am I most likely to feel unsure or doubtful?
9. When am I most likely to feel abnormal or confused?
10. When am I most likely to control others?
11. When am I most likely to feel inadequate or stupid or incompetent?
12. When am I most likely to punish or make others feel guilty?
13. When am I most likely to feel sad or depressed?
14. When am I most likely to fear abandonment or rejection?
15. When am I most likely to put things off?
16. When am I most likely to withdraw or withhold?
17. When am I most likely to have obsessive thoughts or feelings?
18. When am I most likely to be in conflict with others or myself?
19. When am I most likely to judge or criticize?
20. When am I most likely to be too sensitive or overreact to criticism?

Now build your own lists of WHEN AM I MOST LIKELY TO:

Write the name of who or what you are focusing this Workbook on.

Assignment # Thirty-two – Today is _____, _____

STEP TEN: CONTINUED TO TAKE PERSONAL INVENTORY AND WHEN WE WERE WRONG PROMPTLY ADMITTED IT. (PERSEVERANCE)

HOW PROMPT CAN WE BE? We have repeated through this workbook the importance of finding our habits of thoughts and feelings, our personal “reality.” All of life experiences, real or illusion are filtered and colored by our personal “reality,” our beliefs. If there are long-term changes, we must identify our beliefs before we can take responsibility for them. In other words, own them. When we do this, we have the right to make a new decision, what to do with them. We have to possess something before we can surrender it even to our Higher Power, we cannot give away something we don’t have. This process will help us find and own our part, our personal “reality.” To answer the question, how prompt can we turn from the problem to the solution? The answer is, “Very prompt.” In fact we can learn how to stay a step or two ahead.

I was listening to a motivational speaker sharing a great success story of an NFL football receiver who was setting all kinds of receiving records in the NFL. He said, “Just watch this receiver in Sunday’s game; you will notice he is not 10 or 15 yards ahead of his defender; he was only a step ahead, yet he is breaking NFL football receiving records. To be a winner you do not have to be light-years ahead of your competition, only one step.”

EARLY WARNING SIGNALS: In Steps Four and Six you’re asked to come up with a “make fun of” name for each of your important rules and patterns. As soon as you’re disturbed ask yourself, “Does this feel familiar?” (Spend a little time learning these rules and patterns you have given “make fun of” names.) If so, say to yourself; “Here’s (your “make fun of” for this guy). It’s not easy to have respect for one we are making fun of, treat them as an unwanted guest. State the new rule and pattern you want to build into a habit.

The following is made up of the second list of “WHEN AM I MOST LIKELY TO” SETUPS. This second list is constructive, useful, and positive. SETUPS are the ways that we are most likely to think, feel and/or react to our habits of thoughts and feelings, our personal “reality.” We will continue to repeat these, unless we change. Unlike the negative examples, we want the change to be an expansion of that which is positive and constructive; in other words, we want what does work to increase. If nothing changes then nothing changes. Identifying these SETUPS can help us create what we call an Early Warning Signal System. In other words, we can learn to see it coming, promptly realize it, choose to make a new decision, and take whatever action or inaction called for long before it ever takes place, therefore improving the opportunities for a positive increase. These Early Warning Signal Systems could compare to the signs on a freeway telling us when our turn off is coming up in time for us to change lanes. It is up to each of us to decide to change lanes and take the action.

Why is it so hard for so many of us to open up when it comes to the good in our life? I don’t have a problem talking about the negative stuff but when it comes to positive or loving experiences, I am so closed off. I remember when I first started my Asset List I resisted every statement or question? I am feeling the same way now with this list.

There is a solution; we can learn how to focus on the things we want instead of what we don’t, like the negative stuff. It is no more or less than another habit of thought and or feeling, which means we can build a new habit. Some of us have bought into the idea that unless we think, feel and share the negative stuff we are not being honest. Well, I still have fears and angers but the Program has taught me not to linger on them. To use the skills and tools you are learning to apply in our life will open us up to the abundance of life. Doing the best we can is enough for now.

Write the name of who or what you are focusing this Workbook on.

CONSTRUCTIVE, USEFUL AND POSITIVE SETUPS - It is no less important to identify our constructive, useful, and positive SETUPS. We want the good to increase and to become aware of their likelihood. The following list is to act only as a thought starter.

Respond to the list of the constructive and positive “WHEN AM I MOST LIKELY TO” as related to the area you are working this workbook on.

1. When am I most likely to experience the presence of God or Higher Power?
2. When am I most likely to experience being loved or loving?
3. When am I most likely grateful?
4. When am I most likely to trust others and myself?
5. When am I most likely able to make decisions and follow through?
6. When am I most likely to feel close or intimate toward others?
7. When am I most likely to feel safe, secure and stable?
8. When am I most likely to feel I have a purpose, meaning or mission in this life?
9. When am I most likely to feel wise and intelligent?
10. When am I most likely flexible?
11. When am I most likely playful, happy, joyous and free?
12. When am I most likely to feel constructive and positive?
13. When am I most likely to forgive quickly others and myself?
14. When am I most likely patient with myself and others?
15. When am I most likely honest with myself and others?
16. When am I most likely to feel worthwhile and useful?
17. When am I most likely to ask for what I need and want?
18. When am I most likely to make commitments and keep them?
19. When am I most likely spontaneous?
20. When am I most likely to feel like I belong?
21. When am I most likely to feel selfless?

After you have responded to these twenty-one constructive and positive questions build your own lists of “WHEN AM I MOST LIKELY TO be constructive and positive.

Polarity calls on our free will to choose. Who or what will I serve? Which path will I take at this turning point? Shall I choose a quick fix or a long-term solution? Shall I follow what I currently believe is Higher Power’s will or mine? Is it going to be; in the beginning me or in the beginning my Higher Power? Shall I labor in His fields or stay at home? Do I love what I believe is my purpose or am I doing it as a duty? Can I live it here and now? What if I don’t choose any of that? That is a choice. Our Higher Power reveals Himself to us, by revealing Himself through us. Do I want to continue to develop what I believe is my purpose? Choice and action brings me joy and fulfillment. Sharing with others is a bonus.

Write the name of who or what you are focusing this Workbook on.

Assignment # Thirty-three – Today is _____, _____, _____

STEP TEN: CONTINUED TO TAKE PERSONAL INVENTORY AND WHEN WE WERE WRONG PROMPTLY ADMITTED IT. (PERSEVERANCE)

1. Workshop assignment – designing a Spiritual Road Map on the negative side. Just follow the suggestion and the example below. Build your own example of a negative Spiritual Road Map by following Al's example.

An Early Warning Signal System - We are learning how to identify promptly, admit, and accept our part in our problems, before we have harmed others or ourselves. There is a simple solution. If we have been painstaking about working these first nine Steps we are now aware of some of our personal "reality," that is, our habits of thoughts, feelings, actions, and reactions. With a little help from our When Am I Most Likely To lists, and the rest of the Steps, we're able to see, know, or feel when these old habits show up. These old pathways have become ruts that we fall into repeatedly. To avoid these ruts, we must be consciously aware of them and choose to build new and more loving and useful ruts, habits, by God's Grace.

In Step Six we asked that you give these old habits, defects, ruts a dishonoring, discrediting, "make fun of" name. When one of these defects or ruts reappears, we treat it as an unwelcome guest. We interrupt its old pathways. We may say something like this: "Here comes ("make fun of name"), which is too limiting or harmful or of no use or value to me now. Higher Power, I now ask that You take "it" and let me do only Your Will. I now choose to turn from the problem to the solution, accepting the answer."

BUILDING A SPIRITUAL ROAD MAP - This process of Building a Spiritual Road Map has to include our mental, physical, emotional and social, the humans that we are. This also includes all the crossroads, stoplights, detours, washouts, and dangerous intersections, warning signs. When we run into problems, we can change directions if we choose. Our Program is a mind training and spiritual awakening process. The following will help you start your Spiritual Road Map.

The exercise below is most effective just after we have fallen into one of our old ruts. So keep this handy for the next time it happens, or if you have an experience fresh enough you may choose to practice on it now. Because we are dealing with habits, we **will** have a next time. Take one of your old defects that has caused you problems, one that you want changed, healed or transformed, and respond to the following. **REMEMBER WE ARE GOING BACKWARDS.**

Example for the negative map. In this example Al will answer the eight questions with one of his experiences. After each response Al is shown there is a solution. If Al chooses he can apply our Program and build an early warning signal system.

1. Can you state one of your problems, defects and/or a harm done another, which really got out of hand? (If it is one of your patterns state that or its "make fun of" name.)

"Perfect O Saurus" shows up again – Al: I judge by such high standards that all must fail. I'm driven by perfectionism. The problem was I went off on Sam M. today for not doing the perfect job I know he can do. Sam has walked off the job; now I'm stuck.

Al has known for a long time that he will repeat his perfectionism defect unless something changes. This time it is too late, Sam is gone. Al can make amends to him and maybe, just maybe Sam will forgive him and come back to work. Al has no illusions that it will be no more than a quick fix again unless he applies the Program to this defect.

Write the name of who or what you are focusing this Workbook on.

2. Most of the time we get early warning signals before it's too late. At what point had the problem gotten out of hand?

Al: I realized early this morning that my anger was building up toward all the Sams in the world. I knew then that I needed to call my sponsor before I talked to Sam.

Al had enough of a warning signal when the thought came to him to call his sponsor. Instead of taking that positive action he let his resentment at all the Sams of his past take over. It is time for Al to practice his Program on this resentment because this perfectionism goes far beyond Sam.

3. At what juncture could you have stopped the harmful flow, before passing the line of no return?

Al: When I picked up the telephone 6:30 AM this morning to call Sam I was already passing the "line of no return. I had already made up my mind he was going to be irresponsible.

Al's pattern of perfectionism and acting it out through anger is no longer in denial, which means he has the tools to work on the solution. Now the ball is in Al's court.

4. When did you get the thought and feelings, "don't say or do this?"

Al: When I started building a case against all the Sams in the world and I could not stop the negative flood of resentments. It was a lot deeper than my dealings with Sam.

Al's perfectionism had already judged, tried and convicted Sam and every irresponsible act he ever even heard about. The suggestion from the Big Book, "restraint of tongue and pen", never came to him. There is a good chance it would have if he had called his sponsor or gone to a meeting.

5. When was the last time you did, said, thought, felt this same pattern? The SAMENESS: time, place, person or type?

Al: I was preparing for an important project. I knew I was going to have to depend on Sam and some others like him. The same old stuff would happen; the work would not be done well and it would be late, and he upped the price on me. So I was resentful at Sam before I even asked him for a bid.

Al has already made up his mind that he was going to have a problem and he did, so why does he keep doing the same thing? This defect of perfectionism has become part of Al's personal "reality", habits of thoughts and feelings. The tools in our Program can heal or transform this defect into an asset. Now that Al's denial is breaking down he can choose to apply our Program to this problem.

6. Any unrelated problems going on? Any changes good or bad: physical, mental, social, emotional, spiritual?

Al: I told myself I would not overeat last night and I did and I'm feeling guilty. When I feel guilty or I'm disappointed in myself I take it out on others. With this defect of perfectionism that is likely to happen.

If **Al** does not get to the conditions and causes of his defects, he will mostly trade addictions.

7. Any anniversaries, birthdays, special events nearby?

Al: My A.A. birthday is coming up. About a month before my A.A. birthday I am filled with gratitude but before long my perfectionism sets in and I start judging myself for not doing, being better.

By learning this simple process **Al** may build an early warning system so he does not fall into an old rut and if he does he can get out of it quickly. In fact, he can learn to turn to the solution before there is any real damage done.

8. Are you feeling any guilt or shame about any area or anything, (not just this one problem area), at this time?

Al: I feel shame about my abuse of company time and money. I can see how irresponsible I have been. No wonder I think others like Sam are being irresponsible. I am projecting my guilt on others.

Al's responses to the eight questions from the SPIRITUAL ROAD MAPS and the two "WHEN AM I MOST LIKELY TO" LIST, plus the other information he generated from working the first nine Steps to build an Early Warning System. That can give him the "one step ahead", which makes his chances better for happiness, joy and freedom.

This one step ahead can apply here by building an Early Warning System. By taking all the information you have come up with so far you can surely stay a step or two ahead of your defect, old patterns, in other words, your habits of thoughts and feelings. Because our personal "reality" is made up of habits, we can count on them repeating themselves as habits do. Realizing your worst road hazards, defects taking place and mapping them as soon as possible will help build a useful Early Warning System that enriches your life. Copy the eight questions on a card or paper and carry them with you, when an opportunity come you may use this tool.

Now build your own example of a negative Spiritual Road Map by following Al's example.

1. Can you state one of your problems, defects and, or harms done another, which got out of hand? (If it is one of your patterns state that or its "make fun of" name.)
2. Most of the time we get early warning signals before it's too late. At what point had the problem gotten out of hand?
3. At what juncture could you have stopped the harmful flow, before passing the line of no return?
4. When did you get the thought or feeling, "don't say or do this?"
5. When was the last time you did, said, thought, felt this same pattern? The SAMENESS: time, place, person or type?
6. Any unrelated problems going on? Any changes good or bad: physical, mental, social, emotional, spiritual?
7. Any anniversaries, birthdays, special events nearby?
8. Are you feeling any guilt or shame, about any area or anything, (not just this one problem area), at this time?

Realizing our everyday miracles and at times an awakening and mapping them as soon as possible can help build a useful Early Warning System. It can enrich and expand the good experiences in our lives. Make copies of the eight questions below or write them on a card and carry it with you. When an opportunity comes you may use this tool.

Build a Positive Spiritual Road Map by following Al's example.

1. State the constructive, useful, positive, or loving experience. (What is this pattern's beloved name?)
2. Most of the time we get early useful signals before the experience happens. At what point did you see it coming?
3. At what juncture could you have increased the flow - before turning it off?
4. When did you get the thought or feelings to say or do this or that to open up more to the experience?
5. When was the last time you did, said, thought, felt this same pattern? Note the SAMENESS: time, place, person or type.
6. Any unrelated stuff going on? Any changes good or bad: physical, mental, social, emotional, spiritual?
7. Any anniversaries, birthdays, special events nearby?
8. Are you feeling any great emotions about any area or anything (not just this one experience) now?

Write the name of who or what you are focusing this Workbook on.

Assignment # Thirty-four – Today is _____, _____ _____

STEP TEN: CONTINUED TO TAKE PERSONAL INVENTORY AND WHEN WE WERE WRONG PROMPTLY ADMITTED IT. (PERSEVERANCE)

ACTION – STEP TEN CONTINUED - DAILY JOURNAL

1. Workshop assignment – Read the information outlining the concept of using a daily journal, noting its benefits for you, underlining those ideas that may be useful to you.
2. Build your own example of a daily journal using AI's example. Make copies of the Worksheet or make up your own.

WHAT'S IN A JOURNAL FOR US? I find it useful to keep a daily journal. If we focus on one area at a time, as suggested, we'll find the following useful. If we keep this journal on our Heart's Desire, that is what we want most in life, for forty (40) days, many of your habits of thoughts and feelings will show up. We will be able to see what we believe by what we are experiencing repeatedly. A shortcut to a personal inventory is simply this; whatever we are experiencing is what we believe, not what our conscious mind is telling us.

MINIMAL TIME COMMITMENT: Why forty days? We will go through a full cycle, Spiritual, mental, physical, and emotional. Going through a full cycle we experience the different way we react to the same conditions.

THREE MINDSETS: When we come to the Program, we had the mindset of a user. We were using people, places, and things to blame or explain why we were happy or successful, sad, or failing. As a user we view others using us or as us using others. With the mindset of ownership we know that we are responsible for our life experience. I expect and allow others to be responsible. The third mindset (Trust) is a willingness to trust our Higher Power. But we must be willing to own our personal "reality," and all of its content before we can turn it over.

We will see which mindset we are in and of the life cycle we are in. This has much to do with the way we are reacting. We cannot give away something we don't own. Most of us go back and forth between the three mindsets. To save space you may choose to use these codes: MS (Mind Set) – O (Owner) – T (Trust) – U (User).

OUR HEART'S DESIRE: We believe that our Heart's Desire is the driving desire to be the Individual each of us was created to be. We believe that we shall never be fulfilled trying to be something other than that.

DAILY JOURNAL FORM: At the top of a page, write out your Heart's Desire, something about which you are willing to do whatever it takes to have or be. Then draw a line down the center of the page. On one side write the day and date – mindset – and what you did or did not do to contribute to your Heart's Desire. On the other side note the day and date – mindset – and what you did or did not do that was contrary to your Heart's Desire. As you begin to see some of your patterns, write these on a separate page. Add these patterns to your Early Warning Sign System.

Lou-is: AI would like for you to build an example of this daily journal. This daily journal can give you great insight into you Higher Self and your personal "reality". You will recall I had told you that a shortcut to your real inventory is to note what you are experiencing not what your conscious mind is telling you. To start take today's experiences and put it on the sample sheet.

Write the name of who or what you are focusing this Workbook on.

AI: [1] (contributed to) I don't trust or like Sam but I am trying to love my enemies so I prayed to extend him love. I don't have to trust another human or myself when I **trust** my Higher Power.

[2] (Contrary to) I did not want to go to work today so I lied, I am a **User**.

AI: [3] (Contributed to) I must be growing because I did not blame my wife, Allienon for my mistake, so I am the **Owner** of my stuff. [4] (Contrary to) I did not want to use my car because I was low on gas so I lied to Juan to use his; yes I can see I am a **User** of Juan and his car.

AI: [5] (Contributed to) As I can **trust** my Higher Power this morning I realized His Presence.

[6] I still think I can lie and **Use** others and get by with it; if the boss finds out I lied again I'm gone.

AI: This does not look so good when I see it on paper. I am sold on this idea, so I'll do it for forty days.

My Heart' Desire Is: [Example]

My heart's desire is to awaken to the Three Spiritual Gifts and consciously and consistently live them.

(Page 53 for the three Mind Sets)MS (Mind Set) = O (Owner) T (Trust) U (User)

DATE	MS	CONTRIBUTED TO	DATE	MS	CONTRARY TO
07/30 2014	T	<i>[1] I extended love to Sam today silently when he lied</i>	07/30 2014	U	<i>[2] I told (lied to) the boss I was sick to get off early</i>
07/30 2014	O	<i>[3] I didn't blame Allienon for my mistake</i>	07/30 2014	U	<i>[4] I told Juan I had a flat tire so we could use his car.</i>
07/30 2014	T	<i>[5] I consciously experienced the Presence today</i>	07/30 2014	U	<i>[6] I was full of self-centered fear; when the boss called, I lied to him</i>

Our deepest dream and Heart's Desire are one. For most of us our Heart's Desire is living an effective life that makes a good difference. Our Program offers us the tools to live our Heart's Desire, if we are willing to do a few simple things. By grace it is ever expanding: Spiritually, mentally, physically, emotionally and socially. We believe that our Heart's Desire and our Higher Power's will are one. When we are in harmony with our Heart's Desire we have a sense of fulfillment, proof of His Presence.

Write the name of who or what you are focusing this Workbook on.

MY HEART'S DESIRE IS:

MS (Mind Set) - O (Owner) T (Trust) U (User)

DATE	MS	CONTRIBUTED TO	DATE	MS	CONTRARY TO

Assignment # Thirty-six – Today is _____, _____

STEP ELEVEN - (SPIRITUAL)

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.

Brief Step Eleven Inventory:

1. On a separate sheet of paper, write: (a.) what was or is your resistance to a Higher Power, religion, or a Spiritual way of life? (b.) The types of prayers and meditations you have used. (c.) How effective were they?
2. Sum up your present prayer and meditation practices.
3. Make a list of resources available to you that you could possibly seek out to improve your understanding and practice of prayer and meditation. One example: it's useful to start our day with pages 86 through 88 of Alcoholics Anonymous for the next forty days.
4. List those people who may be able to help you on your spiritual journey.

SEEKING - Step Eleven directs us to the most important part of our human condition; that is, to be our Real Self, the Individual created as. In other words, His Will for us. We are to ask for the power to carry it out. As we had said before, we shall never be joyous, happy and free until it is realized. Once we have realized where the power is, and what we want that power for, it becomes a much simpler and easier decision. All of life is a process. This Step also suggests that we continue to seek through prayer and meditation to improve our conscious contact with this Higher Power.

WHAT ABOUT AFFIRMATIONS - In the early years I thought affirmations were so phony. At some point I realized the "good" was what I wanted my mind filled with instead of the negative. I would memorize a few affirmations at a time. Once these became a habit, I would find myself thinking and saying one of these affirmations instead of automatically responding with something negative.

Sam met an old high school friend he hadn't seen in years. His friend had become successful. Sam asked him how he had become so successful. The friend replied that he went to finishing school. Sam asked him, "what did you learn in finishing school?" He replied: "I learned to say fantastic, instead of B.S."

I turn to my affirmation and Spiritual readings, each morning as I am creating my day as a thought starter. I intended to focus my attention on affirming what I want instead of what I don't want.

SIMPLE SUGGESTIONS - Here are five parts of a process for praying that are useful for me:

1. I must believe, feel, and know there is a Higher Power, a Power Greater than myself.
2. At some level I must believe, feel, and know I have the right to ask for what I need, want, and desire. I believe this Higher Power has placed the need, want, and desire in my heart, mind and soul, but I understand what He passed on is filtered through my personal "reality." I feel sure He placed in my heart and mind His will for me and know how to fulfill it, if I will let Him.
3. Next, I ask this Higher Power for what I need, want, and desire. I must give this some thought before I ask, like "What's this for"? I add the disclaimer, "If it is Your Will, please. If it is not Your Will, please, please don't give it to me."
4. I thank Him, believing it will be done.
5. I let it go and stay out-of-the-way of the process.

Practice every day until it becomes a habit, and then it's automatic. **Lou-is:** At times I have to spend more time on one or more of these five parts. I meditate on that part awhile, and then return to the process. I remind myself that I cannot get good enough to earn God's grace or be bad enough to keep His grace from flowing to me.

WHEN I LOVE SOMEONE I OFTEN THINK OF THEM

If I love someone with all of my heart, mind, and soul (our Father), I think of that person often. If I knew of someone who had what I wanted (our Father), I would find a way to communicate (pray). Once I awakened to a Power Greater than myself, that can and would do for me what I could not do for myself, I started to communicate with Him. My motive hasn't been all that pure, but when I ask with all of my heart and mind, I experience useful solutions. I took the same pathway practicing meditation. When I love someone (our Father) or know of someone who has what I want (our Father), I can't get enough of them. I want to be near them, talk and listen to them, talk and listen to others about them. Prayer and meditation are spiritual principles, which means they are endless. The highest form of meditation is contemplation, that is, direct knowing. This is likely to come when we are still; mentally, emotionally, and spiritually.

ONE SOURCE, MANY CHANNELS - Asking our Higher Power for what we need at any given time is a way of including our Higher Power in every area of our life. Many of us, for one reason or another, believe and feel there are some things we must do alone and unaided (as though our Higher Power cannot or will not help us with these "forbidden" areas). But on the contrary, we believe that we shall never experience true fulfillment being anything or anyone other than the individual He created us to be. In other words, in conscious union with our Higher Power's Will for each of us. Turn your consciousness toward your Higher Power at each beginning. When you awaken, when you start anything, answering the phone, while driving, talking to a different person, just remind yourself with a sacred word or name like "Father" or "God." With each completion, say thanks to your Higher Power.

AS YOU BELIEVE -I made up rules about when and how God would help me and when He would withhold and punish me. So far God does not go with my private rules. A wise teacher said: "It is done unto you as you believe." It's important that we identify all of our personal "reality" (rules) we can; to seek more of God's Will, and the power to carry it out.

To receive God's help - He must have our consent. It is hard for us to give our consent when we are so full of self. Therefore, prayer and meditation are vital to our recovery, to our awakening. The way you turn toward a Higher Power at a given time - is the best way. Each time we seek to improve our conscious contact with our Higher Power, the better receivers and givers we become. We cannot make ourselves grateful any more than we can make ourselves love. These are gifts. However, we can keep turning to the God of our understanding; we can choose to make a habit of it. By building a habit of this, we open ourselves to both receiving and giving consistently.

ALL HAVE A PURPOSE -Whoever created us as individuals must have a purpose for each of us, and this has to be His Will for each of us. If we can be in conscious union and harmony with His Will and His Purpose, we are likely to experience our personal fulfillment. In that case, we would surely want to improve our understanding and experience in His Will and have the power to carry it out. There are many teachers who are waiting to share with you. "When the student is ready, the teacher appears. When the teacher is ready, the student appears." Seek them. Be as willing, honest, and open-minded as you can. Our human condition fosters the illusion that we are separate from all others. Therefore, we need prayer and meditation to bring us home to an experience of conscious union, to healing, to wholeness, to fulfillment.

GOD'S INDIVIDUAL WILL FOR EACH -Finding our Heart's Desire, our purpose, our mission, God's individual Will for each of us, a Higher Power that can and will do for us what we cannot do for ourselves, is the focus of this workbook. To help you find your Heart's Desire, purpose, our mission go to our website www.12stepworkbook.org click on the Workshops – free downloads – Awakening To Your Mission A Spiritual Gift.

Write the name of who or what you are focusing this Workbook on.

Assignment # Thirty-eight – Today is _____, _____

STEP TWELVE - 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. (AWAKENING, SERVICE, PRACTICE)

Assignment: Reading in Twelve Steps and Twelve Traditions and responding.

- a. Today’s assigned reading is: Step Twelve pages 112 first full paragraph middle page 118
- b. **Highlight** or underline those statements or questions that are important to you as you read today’s assignment.
- c. Affix a number to that **highlighted** or underlined statement or question in your Twelve Steps and Twelve Tradition book.
- d. When you respond to that **highlighted** or underlined statement or question place the corresponding number that you affixed to it in your book. This way you will not need to write that **highlighted** or underlined statement or question.

Upon awakening I turn to You, my Higher Power, (I choose to call our Father – you choose), I am filled with love and gratitude for what your have in Mind for me today. I am now devoted, dedicated and committed to do your will, consciously known or unknown. I am receiving whatever it takes to rewrite and rewire my personal “reality” with the Spiritual, mental, physical, emotional and social equivalents of your will for me on my serendipity journey Home to You. I listen to You directing me in a way I can currently hear, understand and follow. It is You Father within me doing the works, I call life. I do love You, want You, need You. Because I am loved, healed, taught, forgiven, empowered, enlightened, enriched, communicated to, a created co-creator and awakened, I say to all openly or silently – “Come and let me love you, heal you, teach you, forgive you, empower you, enlighten you, enrich you, communicate with you and co-create with you, and awaken with you, and I will, I have and I am.”

Write the name of who or what you are focusing this Workbook on.

Assignment # Forty – Today is _____, _____

STEP TWELVE - 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. (AWAKENING, SERVICE, PRACTICE)

Our program offers us ways to experience fulfillment beyond any of our illusions. We learn to deal with our human condition, willing and able to apply Alcoholics Anonymous' Spiritual principles. When we fall into the old self-centered ruts we have the tools to get out quickly. If we choose we can get out of ourselves by sharing our experience, strength and hope. We can do this one-on-one, in meetings and in groups of Program friends. Step Twelve embodies all three Spiritual Gifts. It is our choice at what level we will share these Gifts.

FIRST SPIRITUAL GIFT: AWAKENING PRESENCE

Step Twelve opens with: Having had a spiritual awakening as the result of these steps. Our old mask (personality) is removed, well some of it. We awaken at a place where we have always been, our Father's House. The first Spiritual Gift: Awakening to the Presence of our Higher Power, in conscious union with this Presence. "Lack of power, that was our dilemma. We had to find a power by which we could live, and it had to be a Power greater than ourselves. Obviously. But where and how were we to find this Power? Well, that's exactly what this book is about. Its main object is to enable you to find a Power greater than yourself which will solve your problem." (Alcoholics Anonymous page 45 reprinted with permission) The main object of this workbook is in concert with that mission. This spiritual awakening is the first of our three primary goals of this workbook.

ACTION (1)

If you have had a spiritual awakening, sum up what that experience has meant to you. Share this experience. Write your response.

SECOND SPIRITUAL GIFT: LOVE

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! 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." (page 89 Alcoholics Anonymous)

THE MESSENGER IS THE MESSAGE -Whatever area we have applied the Steps to and whatever degree of healing we have experienced, we must "give it away to keep it". We share our experience, strength, and hope with each other, so we may enjoy living to the fullest.

IF YOU WANT LOVE, PLANT LOVE SEEDS - The second spiritual gift is the awakening to the Love that we are; that all of us are. We're created in the image and likeness of our Creator, and we believe that this Creator is Love, and, therefore, so are we. The second part of Step Twelve is; "...we tried to carry this message." This is sharing; this is love. We give but little when we give of our possessions; it is when we give of ourselves that we give. In the act of giving, passing on what we have received, we realize that giving and receiving are the same. In fact the only way we can become a master receiver is to share with others everything we want for ourselves. We can love because our deepest nature is love.

Write the name of who or what you are focusing this Workbook on.

I do see how important it is to pass on what we're given. Putting our name and phone number on the newcomer's pack is OK, but I have another suggestion that never failed to work for me. Before I take any Program action I seek the guidance of my Higher Power. I share whatever comes to mind that could be useful. I get the name and phone number or contact information from the newcomer. When I feel down, or just want to share the Program with someone, I call that newcomer and share what's given me. Perhaps the simple basic questions to ask a newcomer. Like, "Do you have a Big Book? Do you have a sponsor? - Where and when are you going to meetings?" - "Are you able to get to meetings or talk to a member of AA?" I would ask him or her if they had any questions. I would then let that person know how they could contact me. If I can get out of myself, even for a minute or two I am uplifted.

ACTION (2)

Write your response to the following:

1. What healing experiences you can pass on?
2. You give but little when you give of your possessions; it is when you give of yourself that you truly give. When and how have you given of yourself?
3. How did you think and feel after you shared your experience, strength and hope with another?

THIRD SPIRITUAL GIFT: OUR MISSION

"...and to practice these principles in all our affairs" - What we consistently practice, we get good at (loving stuff or sick stuff). We get more love by loving - more forgiveness by forgiving, more understanding by understanding others. We do not have to agree with others, nor do we have to like them, but we need to love all others by wishing them well, by praying that each one realize the Three Spiritual Gifts. All spiritual principles grow and expand with use. PRACTICE giving away everything you want. If you want corn, plant corn seeds; if you want love, plant love seeds. Walk your talk, and the rewards will be beyond your present belief. If we turn to do God's Will or Work, we're given the power to carry that out.

The Third Spiritual Gift: Awakening to the individual created Self, with purpose and meaning. In other words consciously living our Heart's Desire, God's Will. The third part of Step Twelve: "...and to practice these principles in all our affairs." The only way we can fully realize who we are is to share what we currently are as the result of this process. When we're God-centered, even for a moment we have all the power and wisdom we need. In that moment of awakening we experience the Presence, the Love that we are, and the created Individual we are. We are told or shown what to do, say, think and feel in a way we can currently hear, understand and follow. The more we practice this way of life, the better we can get at it.

ACTION (3)

Write your response to the following, use a separate sheet:

1. As an individual, how do you practice the Presence of your Higher Power?
2. As an individual, how do you practice sharing the love you are?
3. As an individual, how do you practice your purpose, value, mission or heart's desire?

I wasted so much time thinking about what I am: alcoholic, workaholic, service-aholic or think-aholic. I think I will think some more, maybe I am a pray-or-meditate-aholic, I could be a God-aholic, the best kind of -aholic! While going for a walk I realize I may be; have- a-good-day-aholic or not.

Write the name of who or what you are focusing this Workbook on.

Assignment # Forty-one – Today is _____, _____

STEP TWELVE - 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. (AWAKENING, SERVICE, PRACTICE)

BUILDING A NEW PERSONAL “REALITY” - We cannot imagine a better set of conscious habits than the Three Spiritual Gifts. Our Program is a spiritual awakening and mind training process. Once awakened, we can learn how to stay awake.

ACTION (4)

A suggestion for each of the forty-day practice periods: On awakening, consciously turn to the Spiritual Gift you chose for the day. Choose an attribute of your Higher Power. Choose one of the six loves or an element of love. Choose a characteristic of the most accomplished people throughout recorded history for the day’s practice (a list of these follow). Check the detailed example on page 53 and a form for the Daily Practice sheet on page 54.

THOUGHT STARTERS: A list of our **Higher Power’s attributes:** (You may choose to create your own list.)

Love	Consciousness	Omnipresence (Always Present)
Life	Soul	Omniscience (All Knowing)
Truth (Reality)	Spirit	Omnipotence (All Power)
Wisdom	Intelligence	Universal Principles (Spiritual)

THOUGHT STARTERS: The **six loves:**

Agape	Philia	Primal Love
Storge	Eros	Self-love

THOUGHT STARTERS: Nine common, everyday **elements of love:**

Patience	Humility	Good Temper – Good sense of humor
Kindness	Courtesy	Innocence
Generosity	Unselfishness	Sincere

There are many ways to give of our self through our program. Ask your Higher Power, Higher Principles, to serve and it will come. As with the First Gift’s thought Starters check out other sources.

THOUGHT STARTERS FOR LIVING PRINCIPLES: (Characteristics of one hundred of the **most accomplished** people throughout history. They had common characteristics that we can share. All had a, not always spiritual but a greater cause. Living this Program beyond our egos and awakening to the Three Spiritual Gifts is a Higher Purpose.)

Higher Purpose	Trust	Resiliency
Focus	Perseverance	Independent
Prepared	Creative	Courage
Conviction	Risk takers	Commitment
Faith	Curiosity	

ACTION (5) DAILY PRACTICE FOR GREATER BENEFITS: Until it's a habit turning consciously toward the Presence of your Higher Power, set up a physical reminder, write down your insights.

MENTAL LEVEL: For best results set up a plan of action which includes all levels of consciousness daily.

SPIRITUAL LEVEL: Seek through prayer and meditation to improve our conscious contact with the Three Spiritual Gifts. Daily remove obstacles blocking the spiritual flow of Divine energy. Co-Create a loving environment for our Three Spiritual Gifts to thrive. When we are in conscious union with our Spiritual Gifts, we intuitively know we are on the right path. We’re motivated to expand our Spiritual practice. When in conflict with God’s Will, we’re filled with fear, anger, negative stuff, and the pain motivates us to turn once again to our Spiritual Source.

Write the name of who or what you are focusing this Workbook on.

MENTAL LEVEL: "...for after all God gave us brains to use." (Page 86 Alcoholics Anonymous). We are going to be thinking all the time, unless we are in a coma, so why not choose what we want to think about. With a little practice we can do this. Throughout the day we remind ourselves to think of the spiritual gift of the day. The first thing we know we have a habit of thinking the thoughts we want. All action starts with some level of consciousness. When we are running on automatic (habit), that consciousness is likely to be giving our silently consent. *Mental Motivators:* thoughts that move us toward our Heart's Desire inspire us; show us we are on the right path. Those thoughts that turn us away from our Heart's Desire show us that we are off the path. If we choose, we can use this information to get back on the path.

PHYSICAL LEVEL: We live in a physical body and world. *Physical Motivators:* When taking care of our physical bodies and world we're on the path. When we're not taking care of the physical bodies and world we get warning signals, which motivate us to get back on the path. Life is in motion; we're on the move. Why not act in concert with the spiritual gift?

EMOTIONAL LEVEL: The Three Spiritual Gifts are vital to our lives, because they are our true nature. By consciously, consistently practicing these gifts, we open ourselves to that spiritual flow. The more impassioned we are about these gifts, the more effective this human condition becomes. *Emotion Motivators* move us toward our Spiritual Gifts in a positive flow of Divine Energy and moves us away from what's not through pain.

SOCIAL LEVEL: The way we're created we cannot live alone. *Social Motivators:* When joined in our common welfare, useful, productive and joyful, we're motivated to share. When we're withholding, withdrawing we will fail and the pain of failure can motivate us to change.

ACTIONS (6) At the end of each day, or the next morning, write a short review of your practice experience. Use the format for Step Ten Daily Journal. What contributed to and what was contrary to the practice of my spiritual gift (s) for the day.

A DAILY PRACTICE EXAMPLE:

The First Spiritual Gift: Awakening to the Presence of our Higher Power.

The Second Spiritual Gift: Awakening to the Love that we are; that all of us are.

The Third Spiritual Gift: Awakening to the individual Self, with purpose and meaning.

Al Kohallek's Example: Al chose The Second Spiritual Gift.

A Daily Practice Supplement – page 66

1. On awakening each morning, turn your consciousness toward the Love you are.

Al: *When I awakened this morning I realized how important Love is to me.*

2. Choose one element of Love you can share with others today.

Al: *Today I choose patience.*

3. Practice patience, an element of love throughout this day, if possible at all levels.

Al: Mentally: *I will make note of when I am patient and when I am not.*

Physically: *I will patiently work on my project today.*

Emotionally: *I am willing to patiently direct my emotional energy toward love.*

Socially: *I am willing to be patient with all those I meet with today.*

Spiritually: *I am willing to trust God for all the results so I can be patient.*

Write the name of who or what you are focusing this Workbook on.

A DAILY PRACTICE

Date ____ / ____ / ____

1. On awakening this morning, I turn my consciousness, toward Your Presence Father, the Love I am, and the individual I'm created as. I am filled with gratitude for what You have in mind for me today. Each day I will focus on one of the three Spiritual Gifts (page 65 – Action 6) or some part of my Heart's Desire (pages 53 – 54). This day I choose to focus on: _____
2. Choose from one of the list on page 64, Action 4: God's Attributes – Six Loves - Elements of love - characteristics of the most accomplished to focus on. Today I choose: _____
3. I will practice my choice throughout this day, at all levels:

Spiritually:

Mentally:

Physically:

Emotionally:

Socially:

A DAILY INVENTORY: The next morning Al reviewed the day before on how well he did with his daily practice. Others may do their inventory the same day while it's fresh in their minds. He used the Step Ten Daily Journal format, noting what contributed to and what was contrary to his Spiritual Gifts. When Al completed a full forty days on each of the Three Spiritual Gifts he had a good idea what worked and didn't work for him.

Assignment # Forty-two – Today is _____, _____

STEP TWELVE - 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. (AWAKENING, SERVICE, PRACTICE)

NOW I KNOW HOW TO DO A 12 STEP CALL: I was trying to work with a paraplegic, and it was not going well. Each morning I would go by his apartment to see how the night went, and I would stop by after work to check on him. He would not sober up no matter what I did. I tried out everything the 12 Step athletes suggested, but nothing worked. One day I had had it with him and I began to pray something like this: “Father I don’t have a clue what to do with him. You take him and do whatever You will. I now surrender him completely to You. Let Your will be done, not mine”.

I walked into his bedroom; he had a gun to his head about to shoot himself. I began to yell at him to go ahead and pull the trigger. I told him he was nothing but a blanket-blank user. He was using his mom, everyone else and me, that he was a useless cripple. (I had never called anyone handicapped, a cripple. I knew how unfair that was.) I said that we would all be better-off without him. He started crying and handed me the gun and sobered up.

I said to me, “Now I know how to Twelve Step people. I need to be as mean and ugly as I can. “The next time I got a guy that would not respond the way I thought he should. I was mean and ugly to him, and he hung up on me. I did find the key that day: It was a total and complete surrender of both the other person and me to our Father.

Questions:

1. What was the most effective thing done for you or to you when someone made that first Twelve Step contact?
2. Write out and share your first experience Twelve Stepping someone?
3. What do you consider to be Twelve Stepping?
4. What do you consider as service?

I realized the importance to forgive every authority. I realize that every judgment of an authority I made I projected on to Our Father, my Higher Power. For example, I knew that my dad loved my brother more than me; you would love him more than me. My dad gave my brother the good stuff. During my meditation one morning, I was kissing up to Our Father, I said something like, “Father I’m sorry I’m not the Son you wanted.” I remembered I said the same to my dad, “I’m sorry I’m not the son you wanted, that is, like my brother to whom you gave all your love.” I judged all authority, including our Father as being unfair. After I really worked our program, I was willing and able to own my illusions and to give and receive forgiveness.

SPIRITUAL TRANSFORMATION - When everything stops working, the way it once did, and it will, it's possible that you are going through a Spiritual Transformation. Go to our website www.12workbook.org and download a copy of, Al’s Spiritual Transformation or pick up a copy at our office. Our address is 16607 Blanco Suite 401, San Antonio, TX 78216.

What is a Transformation Cycle? How does it work? What’s in it for me? As spiritual beings in a human experience we pass through many different types of cycles at every level, both short-term and long-term. Each 24-hour day we’re reborn each morning; we experience growth and then we “die” each night when we go to sleep. Then we have the forty-day cycle and of course a human lifetime cycle spiritually, mentally, physically, emotionally and socially, symbolized by human birth, infant, childhood, adolescence, adult and the elder. The Spiritual Transformation Cycle is far more intense, giving a profound meaning to the idea we must die before rebirth. Our Spiritual leaders demonstrated a Spiritual Transformation cycle with their birth, life, death and resurrection, daily.

Write the name of who or what you are focusing this Workbook on.

SPIRITUAL TRANSFORMATION: One of the greatest fulfillments we can experience is this human condition. It is one of the most fearful, painful and dangerous experiences we can have. Sometimes it proves to be fatal. At some point in our life experience everything stops working, called the Dark Night Of The Soul. Our fighting or resisting the natural cycle can cause great problems, fear, anger, and depression, destructive acting out or turning on ourselves. The more we try to live on yesterday's bread the more pain, frustration, anger and fear we experience. I believe, that many of us are destructive to ourselves and, or others. Our Higher Power or Higher Self-will direct and guide us if we are willing to surrender to the process. Pain comes from our resistance – so let go and let our Father guide us Home.

WE BOTH RECEIVED A GIFT: A person that I could hardly stand asked me to help him with his Step work. This person feared that he could not stay sober with all the anger and negative stuff going on in his life. In the past I resisted working with this person. If I were sincere about walking my talk I knew then that I must share with that person. He began working the Steps as though his life depended on it. I believe it did. When I saw how hard he was working, I realized I had a feeling of warmth and loving compassion for that person. I prayed with all of my heart that he would get "it." Since that moment I have never felt, no matter how "bad" I do, say, think or feel that I was a total loss. I knew there was someone out there who would help me, forgive me, and love me. The reason is simple enough; I had extended forgiveness and love to one I did not feel deserved it.

NOW WHAT - By now we have gained a lot of information, the question is what are we to do with it? Head knowledge can be useful if we remember that's all it is. The longest distance to travel is from the head to the heart. There's no long-term change until both the head knowledge and heart experience internalized. It's a new part of our personal "reality," a new habit of thought and feeling. The shortcut to our personal "reality" change is to walk our talk, to practice, practice, and practice these principles in all our affairs.

BE QUICK TO FORGIVE: Can we share our Three Spiritual Gifts honestly, willingly, with an open-mind, and a willingness to forgive all? As we awaken each day let us choose to be as loving, wise and useful as we can by God's loving Grace. When we fall short, let us be quick to forgive all. Remember; what we can do is our responsibility; what we cannot do is God's.

Today's Mission Statement: Now that we are coming to a close of this Forty Day Commitment we may realize this is only a beginning. Now that we have a few more tools to practice this way of life with we can choose what to do with them. Every area, every level has become an asset to the degree that we have received healing. To keep these gifts and to expand them we must pass them on.

"When I was a child, I spoke as a child, I understood as a child, I thought as a child; but when I became a man I put away childish things." Until then, I saw only my little reflection in that limited mirror of my personal "reality." I heard only the hum of my little voice as this limited "reality." But now face-to-face with Your Holy Attributes, Father, I live, move and have my being in and through universal Principles. Just for this instant, I intuitively know even as I am known.

What we receive through our Higher Power's Grace we become. We're wise to freely pass on what we have become by His Grace, consciously and consistently which enables us to continue to awaken expand and grow.

Write the name of who or what you are focusing this Workbook on.

Assignment # Forty-three – Today is _____, _____

STEP TWELVE - 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. (AWAKENING, SERVICE, PRACTICE)

Summary Questions

1. Now What?
2. And practice these principles in all our affairs. What's your understanding of this statement; "Principles in all our affairs"?
3. What are the tools for living that you already had but not used often?
4. As the result of working through this workbook what are the new tools or upgraded old tools for living you realized?
5. List at least ten ways you plan to practice these principles in all your affairs. Keep this list handy each day during your Daily Inventory until these become your new habit of thought and feeling, your transformed personal "reality".

YOUR CHOICE -

Many choose to live in darkness with our eyes closed, our ears stuffed, our fists tightly closed grasping nothing. With a closed mind focused on self, our emotions fed with yesterday's self-centered fears, we abused our physical bodies and used others as objects. We looked to people, places and things for our worth, meaning and purpose. We are feasting on spiritual junk food, while starving for a conscious contact with our Higher Power, we tried to control others and ourselves with guilt and punishment.

CHOOSE ONCE AGAIN

If we're willing to open our eyes, unplug our ears, open our hands to both receiving and giving, let our emotions flow in loving energy, and be open channels, we will receive everything we need to awaken. We will find the way and the power to "seek God, clean house, and help others." We do not change the Divine Laws when we plant corn instead of wheat. We do exercise our power of choice. We can choose, but it is God who creates. Now, let us choose our Higher Power's will and leave the results to Him.

IN CLOSING: We suggest that you expand you growth and awakening by doing the workbook on the Twelve Traditions. "Join Al Kohallek on His Serendipity Journey Through Twelve Traditions" workbook. The Twelve Traditions are Spiritual Principles which will expand with their use. When I applied the Traditions to my personal, business and A.A. my life took on a new meaning. I was told many years ago that I would have to work for myself or by myself because I just could not get along with other people. By God's grace my life has meaning; I can make a good difference everyday if I stay willing, because I now have the tools. This has come about by living this way of life, which includes a great many people. I am truly grateful to our Higher Power, who I choose to call our Father and the Twelve Steps and Twelve Traditions.

We suggest that you complete the Growth Questionnaire page 71. You will be surprised how much change there is in your perception just since you started this workbook. Turn to the Growth Questionnaire.

"Our book is meant to be suggestive only. We realize we know only a little. God will constantly disclose more to you and to us. Ask Him in your morning meditation what you can do each day for the man who is still sick. The answers will come, if your own house is in order. But obviously you cannot transmit something you haven't got. See to it that your relationship with Him is right, and great events will come to pass for you and countless others. This is the Great Fact for us."

Write the name of who or what you are focusing this Workbook on.

“Abandon yourself to God, as you understand God. Admit your faults to Him and to your fellows. Clear away the wreckage of your past. Give freely of what you find and join us. We shall be with you in the Fellowship of the Spirit, and you will meet some of us as you trudge the Road of Happy Destiny. May God bless you and keep you until then.” (Alcoholics Anonymous, page 164 reprinted with permission).

LOVE - GIVING

Then said a rich man, Speak to us of Giving.

And he answered:

You give but little when you give of your possessions.

It is when you give of yourself that you truly give.

For what are your possessions but things you keep and guard for fear you may need them tomorrow?
And tomorrow, what shall tomorrow bring to the over prudent dog burying bones in the trackless sand as he follows the pilgrims to the holy city?

And what is fear of need but need itself?

Is not dread of thirst when you're well is full, the thirst that is unquenchable?

There are those who give little of the much, which they have – and they give it for recognition and their hidden desire makes their gifts unwholesome.

And there are those who have little and give it all.

These are the believers in life and the bounty of life, and their coffer is never empty.

There are those who give with pain, and that pain is their baptism. And there are those who give and know not pain in giving, nor do they seek joy, nor give with mindfulness of virtue;

They give as in yonder valley the myrtle breathes its fragrance into space.

Through the hands of such as these God speaks, and from behind their eyes He smiles upon the earth.

It is well to give when asked, but it is better to give unasked, through understanding;
And to the open-handed the search for one who shall receive is joy greater than giving.

And is there aught you would withhold?

All you have shall someday be given;

Therefore give now, that the season of giving may be yours and not your inheritors'.

You often say, “I would give, but only to the deserving.”

The trees in your orchard say not so, nor the flocks in your pasture.

They give that they live, for to with-hold is to perish.

Surely he who is worthy to receive his days and his nights, is worthy of all else from you.

And he who has deserved to drink from the ocean of life deserves to fill his cup from your little stream.

And who are you that men should rend their bosom and unveil their pride, that you may see their worth naked and their pride unabashed?

See first that you yourself deserve to be a giver, and an instrument of giving.

For in truth it is life that gives unto life – while you, who deem yourself a giver, are but a witness.

And you receivers – and you are all receivers – assume no weight of gratitude, lest you lay a yoke upon Yourself and upon him who gives.

Rather rise together with the giver on his gifts as on wings;

For to be over-mindful of your debt, is to doubt his generosity who has the freehearted earth for mother, and God for father.

(The Prophet [Giving] by Kahlil Gibran)

Write the name of who or what you are focusing this Workbook on.

Assignment # Forty-four – Today is _____, _____

JOURNEY INWARD This Growth Questionnaire is not intended to give us reason to resent our past. We hope, the working through this will offer us some information and insight that can improve our present and future. This questionnaire is a journey inward not backward.

AM I GROWING **The Growth Questionnaire** – Do you sometimes feel you have not grown much? Try this if you have been in the Program a year or more. You are in for a big surprise. Three questions we can asked if we are growing or changing are:
 How often do we experience something?
 How intense is it when we do experience it?
 What is the duration of the experience?

ACTION Respond to the one hundred statements as follows: (Closely read each statement)
 We are to rate our responses from 0 to 5 in three areas of growth: How Often - How Intense - or the Duration.
 The first response in the WAS column is for how it was before the program or this workbook.
 Our next response in the TODAY column is for how it is today.
 After you have responded to each statement you are to total the WAS and TODAY columns, then use the little formula to get your percent of change.

Respond to each of the following statements by choosing one of the three modes, which best represents your experience - rate the value from 0 (zero) to 5 (five).

HOW OFTEN	HOW INTENSE	DURATION
0 – Never	0 – Very Cold	0 – An Instant
1 – Rarely	1 – Cold	1 – A Few Minutes
2 – Occasionally	2 – OK	2 – Hours
3 – Often	3 – Intense	3 – Days
4 – Very Often	4 – Very Intense	4 – Weeks
5 – Always	5 – Impassioned	5 – Extended Amount Of Time

CAUTION – READ THE FOLLOWING STATEMENTS VERY CLOSELY – IF YOU HAVE EXPERIENCED AN IMPROVEMENT, THE “TODAY” COLUMN SHOULD BE A HIGHER NUMBER.

WAS	#	TODAY	STATEMENT
	1.		I am very honest in all of my dealings with others and myself.
	2.		I accept full responsibility for my problems. I no longer blame others.
	3.		I feel loved.
	4.		I let go of my resentments.
	5.		I am patient with others and myself.
	6.		I understand the difference between pity and love.
	7.		I know why I feel guilty.
	8.		I know what is normal.
	9.		I have an abiding faith I will have everything I need.
	10.		I do not fear others will “find out” the truth about me.
	11.		I no longer over react to others’ anger.
	12.		I no longer experience a general rage toward life.
	13.		The fear of being abandoned has left me.
	14.		I trust life experiences to work well for me.
	15.		I know when a situation is abusive.
	16.		I confront abusive situations when necessary.
	17.		When there is conflict, I seek a solution.

Write the name of who or what you are focusing this Workbook on.

WAS	TODAY	STATEMENTS
	18.	I can ask for what I need.
	19.	I feel as if I belong. I am no longer an outsider looking in.
	20.	I feel equal to most people I meet.
	21.	I am confident with who I am.
	22.	I have no fear of failure.
	23.	I am comfortable relaxing.
	24.	I can express my feelings.
	25.	I do not stuff my feelings.
	26.	I have relationships that work.
	27.	I remember my past experiences.
	28.	I apologize quickly when appropriate.
	29.	I do not minimize my accomplishments.
	30.	I make decisions and follow through.
	31.	I do not need constant affirmation.
	32.	I make and keep commitments in relationships.
	33.	I enjoy sharing in a close relationship.
	34.	I do not fear my children will fall in the same trap as I did.
	35.	I maintain healthy relationships.
	36.	I have balance between work and play.
	37.	I am honest in expressing my feelings.
	38.	I do not pretend to understand something when I do not.
	39.	My relationships are sexually healthy.
	40.	Romance is not a criteria for my fulfillment.
	41.	I am spontaneous.
	42.	Healthy people are my role models today.
	43.	I am worry free.
	44.	I invite God to do for me what I cannot do for myself.
	45.	My self-worth comes from within.
	46.	I no longer feel I have let others down, unless I have.
	47.	My life is free from crisis.
	48.	I no longer seek relief from fear, anger, and anxiety in compulsive behavior.
	49.	I do not isolate.
	50.	I no longer feel trapped. I am free to have constructive options.
	51.	I no longer have a chip on my shoulder, nor am I on the defensive.
	52.	I no longer take myself so seriously. I am gentle with myself.
	53.	I am empathetic with others.
	54.	I am playful, loving and fun to be around.
	55.	I am outgoing and confident.
	56.	I am sensitive in a positive way.
	57.	I am teachable.
	58.	I extend love to others.
	59.	I am no longer suspicious of anyone or anything.
	60.	I am a responsible person.
	61.	I am trusting and trustworthy.
	62.	I clean up after myself, without being compulsive.
	63.	I release the need to control.

Write the name of who or what you are focusing this Workbook on.

WAS	#	TODAY	STATEMENTS
	64.		I allow imperfection in others and myself.
	65.		I am filled with energy.
	66.		I am at peace with others.
	67.		I accept criticism.
	68.		I am accepting of others and myself.
	69.		I express myself well.
	70.		I am a good listener.
	71.		I am neither a victim nor an aggressor.
	72.		I am comfortable touching others or being touched.
	73.		I have a good balance between thinking, feeling, and doing.
	74.		I am becoming the person I really want to be.
	75.		I accept myself and what is going on around me.
	76.		I work the Twelve Steps in all areas of my life.
	77.		My head is in the clouds, but my feet are on the ground. I am well centered.
	78.		I handle frustrations and disappointments well.
	79.		I let go and let God.
	80.		I am comfortable with who I am.
	81.		I choose the Will of God – not ego; peace – not conflict, love, not fear.
	82.		I know a new freedom and a new happiness.
	83.		I do not regret the past nor wish to shut the door on it.
	84.		I now comprehend the word serenity, and I do know peace.
	85.		I see how my experience can benefit others.
	86.		That feeling of uselessness and self-pity has disappeared.
	87.		I have lost interest in selfish things and gained interest in my fellows.
	88.		Self-seeking is slipping away.
	89.		My whole attitude and outlook has changed.
	90.		The fear of people and economic insecurity left me.
	91.		I now intuitively know how to handle situations which used to baffle me
	92.		I have realized that God is doing for me what I could not do for myself.
	93.		All of the promises from Alcoholics Anonymous are being fulfilled.
	94.		I share my experience, strength, and hope with others each day.
	95.		I seek to practice God's Attributes as I realize them.
	96.		I am grateful for what my Higher Power has in mind for me, so I seek to do His Will.
	97.		I am warm and loving, kind and understanding, wise and intelligent, forgiven and forgiving, loved and loving, healed and healing and empowered by God's loving grace.
	98.		I practice the elements of love: Patience, Kindness, Generosity, Humility, Courtesy, Unselfishness, Good Temper, Good Sense Of Humor, Innocence and Sincerity.
	99.		I practice these characteristics: Higher Purpose, Focus, Preparedness, Conviction, Faith, Trust, Perseverance, Creativity, Risk Taking, Curiosity, Resilience, Independence, Commitment and Courage.
	100		I am being told very specifically everything I need in a way I can currently hear, understand and follow.

This Growth Questionnaire Completion Date _____

WAS' TOTAL	TODAY'S TOTAL	CHANGE	% OF CHANGE
Add the WAS Column	Add the TODAY Column	Subtract Was from Today	Divide change into Was Total
Example: Was' Total 150	Today's Total 325	$325 - 150 = 175$	$175 \div 150 = 116.67\%$ Change

Write the name of who or what you are focusing this Workbook on.

24-Hour Pharmacy - Timothy Koock

Over 800 years ago, St Thomas Aquinas observed that you cannot have a feeling without a corresponding change in your body.

Do you know you have a 24-hour pharmacy open seven days a week inside your body? This is how it works. As you think, your thoughts are transformed into molecules called neuropeptides. Of course, as you will see, this is not the usual kind of transformation prayed for.

Do you know those interior conversations with yourself that never shut-up? Well, you may be shocked to learn this, but somebody has been eavesdropping on your private and most intimate conversations. It's your body! Not only has it been eavesdropping but also your body has been participating in the conversation along with you. Your interior conversation, kind and gentle as it may be, has been transcribed as faithfully as a medieval monk by your hypothalamus into a chemical manuscript.

It is estimated the average human thinks about 15,969 thoughts per day. Not bad, except, about 90 percent of the thoughts you had today are the same ones you had yesterday and the day before. If you are 50 years old, there is a very good chance part of your inner conversation is that of a two year old toddler. Besides endless repetition, what is the content of your inner tête-à-tête? Let's peek inside and see.

Let's say today you didn't get something you wanted. (That must occur at least a hundred times a day, provided of course, you are not totally brain-dead). Starting this morning, let's say, your beautiful soft-boiled egg turned rubbery, you could not open your email attachments, you had to park at Wal-Mart in order to walk to Sears, your cat left thousands of fresh footprints all over your freshly washed car, your daughter still has not returned your urgent phone call, your kids think they are always right and they are all going to hell via the state penitentiary. If freshness is not to your liking, relax; you can always warm up some old leftover wounds for your mental dining pleasure.

As your body listens in to your reactions to these precious little events, your local 24-hour pharmacy is busy mass-producing neuropeptides in the flavor of your frustration, insult, lust, fear, anger or rejection. In seconds these flavors of negativity saturate each cell of your body via tiny receptors. In other words, you get to marinate in your own stuff.

As you probably know, your mind is the subjective experience of consciousness and your body is the objective experience of consciousness. But which of these, mind or body, do you listen to? You have been told the body never lies but, unfortunately, you overly depend on your mind, which creates scripts and videos, a phantasmagoria of what you think is happening to you.

Are you somebody who always seems angry? Or someone who is easily offended? Or overly apologetic or fearful? It may be you have become chemically addicted to a flavor of negativity. The addiction is mostly unconscious, but your body, which is conscious, knows. And your pharmacy remains open 24 hours a day.

Remember, 90 percent of your thoughts today will probably be repeated tomorrow and the next day. Your mind is filled with returns and instant replays. The word for this is resentment. It means to re-feel or re-live the insult, hurt, fear or whatever. Each time you do this you 're-fresh' the marinade with perhaps a twist of revenge or a pinch of low self-esteem. Medical research warns this excessive stress is very toxic to your body.

These chemical mimes define your life and co-create your identity. You may even secretly like them. While soaking, smugly in your warm peptide bath you feel very justified. After all, life is unfair, you say, as you swig another jigger of detest and play that tired old song "If Only" in the jukebox of your imagination.

Neurobiologists calculate your brain alone contains 100 billion neurons with over 100 trillion connections. At least 65 percent of the cells in your heart are composed of additional neurons just like those in your brain. Normally you use only a tiny fraction of these connections. In deep negativity, however, you have access to even fewer connections because the most traveled, tired and habitual pathways are congested in a traffic jam of repetitious negativity. It is the acid reflux of the mind-body disconnect. Like the mighty Mississippi, the river of negative emotions continue to flood your banks, day after day, year after year. Perhaps you have forgotten how to move to higher ground?

With intention and practices such as Centering Prayer and the Welcoming Prayer, you can build new pathways to higher ground with deeper connections to God. The Active Prayer sentence also helps to erase some of the old tapes. Perhaps you can then have a better chance to produce in your 24-hour pharmacy molecules of exquisite beauty such as compassion, forgiveness and love. These make for a simply divine marinade.

Why not begin to think love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self-control? These are all peptides too. They all lead to forgiveness.

"Finally, brothers and sisters, whatever is true, whatever is honorable, whatever is just, whatever is pure, whatever lovely, whatever is gracious, if there is any excellence and if there is anything worthy of praise, think about these things." Philippians 4:8

Write the name of who or what you are focusing this Workbook on.



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