

NOVALCO - PREFACE

THE PHILOSOPHY AND THOUGHTS USED IN THIS KIT ARE FROM THE BOOK "ALCOHOLICS ANONYMOUS" OR PERTAINING TO IT.

EMPHASIS IS PLACED ON DOING THE TWELVE STEPS IN SEQUENCE.

NOVALCO IS A COMPREHENSIVE METHOD OF DOING THE TWELVE STEPS OF ALCOHOLICS ANONYMOUS IN SEQUENCE.

EDITORS NOTE

THE NOVALCO KIT IS A SUGGESTED METHOD TO SIMPLIFY, UNDERSTAND AND DO THE TWELVE STEPS IN SEQUENCE FOR THE NEW MEMBER OF ALCOHOLICS ANONYMOUS. THIS METHOD IS NOT MEANT IN ANY WAY TO CHANGE THE COURSE OF ALCOHOLICS ANONYMOUS, BUT TO SIMPLIFY THE BIG BOOK "ALCOHOLICS ANONYMOUS" AND TO GIVE THE NEW MEMBER AN ADDED GROUNDING IN THE TWELVE STEPS. THE BIG BOOK IS REFERRED TO CONTINUOUSLY THROUGHOUT THE KIT. AS THIS KIT IS ONLY A SUGGESTED METHOD, WE WOULD HOPE THAT ANY GROUP OR MEMBER WOULD FEEL FREE TO ACCEPT OR REJECT IT.

CHAIRMAN'S AGENDA

TIPS FOR CHAIRMAN -SUGGESTIONS FOR NOVALCO MEETINGS

1. THE PURPOSE OF THESE MEETINGS IS NOT ONLY FOR THE NEW MEMBER TO UNDERSTAND THE TWELVE STEPS BUT TO DO THEM AND PRACTICE THEM. ALSO FOR THE STEPS TO BE TAKEN IN SEQUENCE AS THE BIG BOOK SUGGESTS.

2. EACH MEMBER TO ATTEND AT LEAST THREE STEP MEETINGS WITH HIS NEW MEMBER, THIS MAKES THE MEMBER FEEL AT EASE.

3. THE NEW MEMBER IS EXPECTED TO PURCHASE AND THEN BRING THE BIG BOOK AND THE TWELVE STEPS AND TWELVE TRADITIONS BOOK TO EACH MEETING.

4. YOU START AT THE INTRODUCTION AND COMPLETE ALL OF THE STEPS REGARDLESS OF HOW MANY NEW MEMBERS COME IN.

5. THE EMPHASIS IS ON LIVING - LIQUOR IS ONLY MENTIONED IN THE FIRST STEP.

EXPLANATION OF MUSTS

WE HAVE ALL HEARD THE PHRASE "THERE ARE NO MUSTS IN A.A." AND IT HAS ALWAYS BEEN A TRADITION. OUR FOUNDERS MADE THIS QUITE CLEAR AND RIGHTLY SO. NO ONE IS FORCED TO DO ANY OF THE THINGS THAT OUR BOOK STRONGLY SUGGESTS, OR EVEN THE THINGS SUCCESSFUL MEMBERS DO. BUT WHEN ONE LOOKS BACK OVER THE YEARS, HE WILL FIND THAT THE PEOPLE WHO ARE SUCCESSFUL, IN A.A. HAVE DONE CERTAIN THINGS. THEREFORE CAN ASSUME THAT THERE ARE CERTAIN BASIC EXERCISES A PERSON SHOULD DO IF HE WANTS TO BE SUCCESSFUL IN THE PROGRAM.

THE "BIG BOOK" SAYS, "SELDOM HAVE WE SEEN A PERSON FAIL WHO HAS THOROUGHLY FOLLOWED OUR PATH." IT SEEMS REASONABLE TO ASSUME THAT OUR FOUNDER MEANT THAT WE DO THESE STEPS IN SEQUENCE WHEN HE SAID "THESE ARE THE STEPS WE TOOK." USUALLY THE ONES WHO CRY NO MUSTS ARE SIDESTEPPING SOMETHING.

HANDOUT:

EXPLANATIONS AND REASONS FOR ANONYMITY

ATTRACTION

WITHOUT ANONYMITY IN ALCOHOLICS ANONYMOUS, MANY PEOPLE WOULD HAVE NEVER JOINED OUR FELLOWSHIP. ONE OF OUR GREATEST ATTRACTIONS TO ALCOHOLICS ANONYMOUS IS THAT THE PROSPECT CAN JOIN WITHOUT THE WORLD KNOWING. THIS IS IMPORTANT TO HIM AT THIS STAGE. REMEMBER TO CERTAIN NEWCOMERS ANONYMITY IS VERY IMPORTANT.

SACRIFICE

WE SACRIFICE ENERGY AND TIME WITHOUT OFFICIAL REWARD. WE GIVE AND ASK NOTHING IN RETURN. ACTION IN SERVICE WITHOUT A PAT ON THE BACK, SERVICE WITHOUT PUBLICITY, WE CANNOT EVEN CALL OURSELVES NOBLE. OUR DUTY LIES TO OUR HIGHER POWER AS WE UNDERSTAND HIM AND TO OUR FELLOW MAN.

IMAGE

OUR IMAGE MUST BE PROTECTED. WHEN ONE PERSON WHO TELLS EVERYONE HE IS IN A.A. AND THEN GETS DRUNK CAN SET A.A. BACK IN A COMMUNITY FOR A CONSIDERABLE TIME. REMEMBER THE MAN ON THE STREET MAY NOT KNOW OF ANY SUCCESS AND ONLY SEES THE MAN WHO DID NOT MAKE IT. WHAT ABOUT THE MAN WHO IS THINKING ABOUT JOINING? HE CAN NOW JUSTIFY HIS NOT JOINING BECAUSE IT DID NOT WORK FOR SO AND SO.

HUMILITY

WE DO NOT TELL EVERYONE THAT WE BELONG TO A GREAT FELLOWSHIP. WE WANT TO BUT WE DON'T. WE ARE TEMPTED BUT WE DON'T. THIS IS A GREAT EXERCISE IN HUMILITY. I AM DOING SOMETHING FOR MYSELF WITHOUT BRAGGING ABOUT IT. I AM PRACTISING SOME CONTROL OVER MY DESIRES.

SPIRITUAL

ANY ACT OF HUMILITY IS SPIRITUAL IN NATURE. THE TRADITIONS SAY A SPIRITUAL FOUNDATION IS SPIRITUAL IN CHARACTER; REMINDING US WHO WE ARE. THERE ARE MORE REASONS FOR ANONYMITY BUT THESE ARE SOME OF THE MORE PROFOUND ONES.

EXPLANATION OF THE SERENITY PRAYER AND MOTTOS

THE MOTTOS AND SERENITY PRAYER ARE OFTEN REFERRED TO AS THE TOOLS OF ALCOHOLICS ANONYMOUS. ONE WILL FIND IN OUR DAILY LIVING WE CANNOT ALWAYS REFER TO A STEP OR THE BIG BOOK FOR FAST, QUICK ANSWERS. SOMETIMES IN THE HECTIC WORLD WE LIVE IN, CERTAIN SITUATIONS CALL FOR SNAP ANSWERS. THIS IS WHERE THE TOOLS OF ALCOHOLICS ANONYMOUS ARE HELPFUL.

TOOL #1

THE **SERENITY PRAYER** IS CONSIDERED THE MOST EFFECTIVE TOOL WE HAVE. WHEN A SITUATION DEMANDS A PRAYER AND WE CANNOT COME UP WITH THE RIGHT WORDS THIS IS THE PRAYER WE USE. WHEN YOU ANALYZE IT YOU WILL FIND THAT IT FITS ALMOST ANY CIRCUMSTANCE. IT IS DESIGNED TO MAKE US THINK AND COME UP WITH AN ANSWER. TRY IT AND YOU WILL SEE WHAT WE MEAN.

TOOL #2

FIRST THINGS FIRST. THIS IS AN ORDERLY METHOD OF DOING THINGS. WE ARE THE TYPE OF PEOPLE WHO LACKED ORDER IN OUR LIVES. WHEN WE ARE CONFUSED LET US SAY, "**FIRST THINGS FIRST**" AND PUT THE MOST IMPORTANT MATTER IN FIRST PLACE, THEN SECOND, THEN THIRD AND SO ONE. THIS TOO MAKES US THINK. MANY OLDER MEMBERS SUGGEST OUR FIRST THING IS ALCOHOLICS ANONYMOUS.

TOOL #3

LIVE AND LET LIVE. IF WE FOLLOW OUR PRINCIPLES, WE HAVE TO RESPECT THE OTHER FELLOW'S OPINION. LET THE OTHER PERSON LIVE HIS OWN LIFE WITHOUT TEARING HIM APART. WHEN WE FEEL RESENTMENT CREEPING IN LETS SAY TO OURSELVES, "**LIVE AND LET LIVE**". IT MAY SAVE US FROM AN EMBARRASSING SITUATION.

TOOL #4

EASY DOES IT. THIS TOOL CAN BE USED MANY TIMES A DAY IF WE ARE PRONE TO PANIC. OLDER MEMBERS HAVE SAID THERE WERE TIMES IN THE EARLY DAYS OF ALCOHOLICS ANONYMOUS WHEN THIS MOTTO HAS SAVED THEM FROM TAKING A DRINK. SOME MEMBERS HAVE BEEN STARTED ON A SLIP BY PANIC. IF WE SAY, "**EASY DOES IT**" IT GIVES TIME TO THINK. SOMETIMES THIS IS ALL WE NEED TO AVOID A STUPID MISTAKE.

TOOL #5

KEEP AN OPEN MIND. TO BALANCE OUR THINKING, OUR MIND MUST BE OPEN TO NEW IDEAS. AT ONE TIME OUR MINDS WERE CERTAINLY NOT OPEN, MOSTLY BECAUSE WE WERE ON THE DEFENSIVE AND HAD THE FEELING WE HAD TO PROTECT OURSELVES. WITH THAT FEELING GONE, WE STRIVE TO UNDERSTAND OTHER PEOPLE RATHER THAN DEMANDING THEY UNDERSTAND US. THERE IS A SAYING IN ALCOHOLICS ANONYMOUS WHICH SAYS THAT OUR MINDS SHOULD NOT BE SO OPEN THAT AN IDEA WOULD COAST RIGHT THROUGH. ANOTHER CLASSIC A.A. QUIP TELLS US "TAKE THE COTTON BATTEN OUT OF OUR EARS AND PUT IT IN OUR MOUTHS."

TOOL #6

BUT FOR THE GRACE OF GOD. IN STEP THREE WE MADE A DECISION TO TURN OUR WILL AND LIVES OVER TO THE CARE OF GOD AS WE UNDERSTAND HIM. IF WE DID THIS AND HAVE ARRESTED OUR SICKNESS, THEN WE CANNOT TAKE CREDIT FOR OUR RECOVERY. LET'S GIVE CREDIT WHERE CREDIT IS DUE - TO OUR HIGHER POWER. WE WILL ALWAYS KEEP THIS IN MIND EVER REMINDING US WHO WE REALLY ARE. THEY SAY "**BUT FOR THE GRACE OF GOD, THERE GO I.**"

TOOL #7

PRAYER CHANGES THINGS. WHEN THINGS ARE GOING WELL, FOR MANY OF US, WE FORGET PRAYER. ONCE AGAIN WE HAVE TO BE REMINDED THAT PRAYER HAS CHANGED OUR LIVES. "**PRAYER MOVES MOUNTAINS**" IS A FAMOUS QUOTATION. DIDN'T IT MOVE A MOUNTAIN FOR US. THIS IS A REMINDING MOTTO "**LEST WE FORGET**".

TOOL #8

A.A. FIRST -THE REST WILL FOLLOW. THIS IS A WELL USED TERM IN ALCOHOLICS ANONYMOUS. SOMETIMES WE DO NOT SEE THE REAL SIGNIFICANCE OF IT. WHEN WE ARRIVED AT THE DOOR OF A.A. WE WERE LOOKING FOR A BETTER WAY TO LIVE. WE WERE FED UP WITH ALCOHOL AND SICK AND TIRED OF BEING SICK AND TIRED. SO IF ALCOHOL WAS THE MAIN FACTOR IN OUR OLD LIVES, WHY NOT ALCOHOLIC ANONYMOUS IN RECOVERY. WHEN WE ARE FEELING LOW AND DEPRESSED AND LOOKING FOR DIRECTION, REMEMBER OUR A.A. PHILOSOPHY -THE ANSWER WILL FOLLOW. LET'S CALL THIS A PICK-UP. **LET'S PUT OUR NEW LIFE FIRST.**

TOOL #9

ALWAYS REMEMBER THE PROBLEM IN FRONT OF YOU IS NEVER AS GREAT AS THE POWER BEHIND YOU. AS LONG AS WE ARE ON THIS EARTH, WE WILL ENCOUNTER LIVING PROBLEMS. HOW WE FACE THESE PROBLEMS IS THE QUESTION. PEOPLE LIKE US PANIC AT CERTAIN SITUATIONS. WE HAVE DIFFICULTY IN FACING PROBLEMS; THEREFORE, WE ARE TRYING TO LEARN HOW TO COPE. ONE GREAT THING WE HAVE GOING FOR US IS THE FACT WE DO NOT HAVE TO FACE OUR PROBLEMS ALONE ANYMORE. THE PROGRAM TEACHES US THAT WE NOW HAVE A GREAT POWER TO HELP US IF WE WILL ONLY ASK. REMEMBER THIS MOTTO THE NEXT TIME WE SEE A PROBLEM LOOMING ON THE HORIZON. WE ARE NOT ALONE ANYMORE. ASK THEN THANK

TOOL #10

KNOW THYSELF. WHO AM I? WHAT AM I? WHERE AM I GOING? WHY? THESE ARE QUESTIONS WE HAVE THOUGHT ABOUT FOR YEARS, NOW THROUGH OUR PROGRAM, WE ARE LEARNING THE TRUTH ABOUT OURSELVES. THERE IS ANOTHER QUOTATION, "TO THY THINE OWN SELF BE TRUE." WHAT A STATEMENT! WE CAN DO GREAT THINGS IF WE UNDERSTAND "ME", "KNOW ME", "BE TRUE TO ME" AND "WHO IS 'ME' "? THE MOST IMPORTANT PERSON IN MY LIFE TO ME AND THE ONLY PERSON I CAN HANDLE AND CHANGE.

TOOL #11

LOVE IS ALL POWERFUL. WHAT IS LOVE? LOVE MEANS TO PRACTICE A FEELING OF KINDNESS IN ALL ACTIVITY. IT MAKES ONE MORE FORGIVING, MORE UNDERSTANDING AND SOOTHES THE SOUL. A MOTIVE OF LOVE TOWARD OTHER PEOPLE WILL SOFTEN THE BITTEREST PERSON. PRACTISING KINDNESS CAN TAP A RESERVIOR OF POWER AND STRENGTH. **AS WE GIVE LOVE SO SHALL WE RECEIVE LOVE. TRY IT.**

HISTORY OF NOVALCO METHOD OF A.A.

ABOUT SIXTEEN YEARS AGO. A MEMBER WHO HAD BEEN APPOINTED CHAIRMAN FOR THREE MONTHS STATED, "I AM GOING TO TAKE THE GROUP THROUGH THE TWELVE STEPS IN SEQUENCE WITHOUT ANY INTERFERENCE WHETHER A NEW MEMBER COMES IN OR NOT" THIS HE DID - ALL THE MEMBERS NEW AND OLD, FOUND IT EXCITING. MANY OF THE OLD MEMBERS KNEW THAT THERE MUST BE A MORE POSITIVE WAY TO GET TO THE PROGRAM FASTER THAN IT HAD REACHED THEM; THEY TRIED TO COME UP WITH A MORE POSITIVE APPROACH FOR NEW MEMBERS. THE FIRST CLASS CONSISTED OF FIVE MEMBERS WITH TWO "SLIPPERS". WE CALLED THIS A BEGINNERS' CLASS. THE CHAIRMAN USED THE RED BOOK, AND IT WAS SET UP FOR A SERIES OF FOURTEEN MEETINGS. THE CHAIRMAN TOOK ONE STEP A WEEK IN SEQUENCE, READING A STEP A WEEK AND HAVING A DISCUSSION ON EACH STEP. ALSO THE CHAIRMAN PUSHED AND ENCOURAGED EACH MEMBER TO DO THE STEP AS THE BOOK SUGGESTED. THIS WAS TO BE BEFORE THE NEXT MEETING. TO THE CHAIRMAN'S SURPRISE, EACH NEW MEMBER DID THE STEP THE FOLLOWING WEEK INCLUDING STEPS FOUR AND FIVE. WHEN THE SERIES WAS COMPLETED, IT WAS OBVIOUS THAT EACH NEW MEMBER HAD HAD A SPIRITUAL AWAKENING OR A SIGNIFICANT PERSONALITY CHANGE. THE NEWCOMER WAS CONFINED TO ONE MEETING A WEEK. THIS SEEMED TO BE SUFFICIENT FOR THEM AS THEY HAD THEIR HANDS FULL DOING THE STEPS. ALSO THEY DID NOT DRINK. THEY SEEMED TO BE TOO BUSY WORKING ON THE STEPS. WHEN THE SERIES WAS COMPLETED, THE MEMBERS MOVED INTO THE REGULAR GROUP.

FLUSHED WITH SUCCESS, THE GROUP HELD THE BEGINNERS' GROUP MEETING ON A PERMANENT BASIS. A SPONSORSHIP PLAN WAS ADDED. ALSO WE ENFORCED THE IDEA THAT IF A NEW MEMBER CAME IN DURING THE MIDDLE OF THE SERIES, HE WOULD ATTEND THE MEETING BUT NOT ATTEMPT TO DO THE STEPS UNTIL A NEW SERIES BEGAN. THEN HE COULD START AT THE FIRST STEP.

IT WAS DISCOVERED THAT NEWCOMERS RESENTED THE WORD "BEGINNER" AND "BEGINNER MEETINGS" AS DID SOME PEOPLE WHO HAD "SLIPS. BESIDES, WHEN WE HAD INQUIRIES FROM OTHER GROUPS, AND WE MENTIONED BEGINNER MEETINGS, THEY WOULD SAY, "OH, WE TRIED BEGINNER'S MEETINGS AND THEY DIDN'T WORK." BY THEN IT WAS OBVIOUS THE NAME HAD TO BE CHANGED IF THE EXPERIMENT WAS GOING TO BE EFFECTIVE AND BE PASSED ON. THE NAME CHOSEN WAS NOVALCO - MEANING NEW ALCOHOLIC AND THIS SEEMED TO BE AN ACCEPTED NAME FOR THIS METHOD. AFTER TWO YEARS, OVER SIXTY PERSONS PASSED THOUGH NOVALCO AND LESS THAN SIXTEEN PERCENT DRANK AGAIN. HOWEVER, SOME HAD TO GO THROUGH NOVALCO TWO AND THREE TIMES BEFORE THEY FOUND SOBRIETY. THIS WAS PROBABLY SIX PERCENT AND SOME OF THESE HAD BEEN CHRONIC SLIPPERS IN THE PAST. NOVALCO WAS THEN INTRODUCED TO THE PENITENTIARY, WHERE, ALTHOUGH CONDITIONS ARE DIFFERENT, WITH SOME MODIFICATION, BECAME REALLY EFFECTIVE.