

THE TWELVE STEPS OF ALCOHOLICS ANONYMOUS

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

1. We admitted we were powerless over alcohol—that our lives had become unmanageable.
2. Came to believe that a Power greater than ourselves could restore us to sanity.
3. Made a decision to turn our will and our lives over to the care of God as we understood Him.
4. Made a searching and fearless moral inventory of ourselves.
5. Admitted to God, to ourselves, and to another human being the exact nature of our wrongs.
6. Were entirely ready to have God remove all these defects of character.
7. Humbly asked Him to remove our shortcomings.
8. Made a list of all persons we had harmed, and became willing to make amends to them all.
9. Made direct amends to such people wherever possible, except when to do so would injure them or others.
10. Continued to take personal inventory and when we were wrong promptly admitted it.
11. Sought through prayer and meditation to improve our conscious contact with God as we understood Him, praying only for knowledge of His will for us and the power to carry that out.
12. Having had a spiritual awakening as the result of these steps, we tried to carry this message to alcoholics, and to practice these principles in all our affairs.

THE BEDEVILMENTS (page 52)

1. We were having trouble with personal relationships.
2. We couldn't control our emotional natures.
3. We were a prey to misery and depression.
4. We couldn't make a living.
5. We had a feeling of uselessness.
6. We were full of fear.
7. We were unhappy.
8. We couldn't seem to be of real help to other people.

And, most of all,

THE PROMISES (page 83)

- | | |
|---|---|
| ↔ | We will lose interest in selfish things and gain interest in our fellows. Self-seeking will slip away. |
| ↔ | We will comprehend the word serenity and we know peace. |
| ↔ | Our whole attitude and outlook upon life will change. |
| ↔ | Fear of people and of economic insecurity will leave us. |
| ↔ | That feeling of uselessness and self-pity will disappear. |
| ↔ | We will intuitively know how to handle situations which used to baffle us. |
| ↔ | We are going to know a new freedom and a new happiness. |
| ↔ | No matter how far down the scale we have gone, we will see how your experience can benefit others. We will not regret the past nor wish to shut the door on it. |
| ↔ | We will suddenly realize that God is doing for us what we could not do for ourselves. |

***What alcohol did for me (9th Step Promises)....
....BEFORE IT TURNED AGAINST ME.....***

Whenever I took a drink of alcohol I knew ... a new freedom and a new happiness.

Whenever I took a drink of alcohol I did ... not regret the past nor wish to shut the door on it.

Whenever I took a drink of alcohol I would ... comprehend the word serenity and...would know peace.

Whenever I took a drink of alcohol... no matter how far down the scale I had gone, I could see how my experience would benefit others.

Whenever I took a drink of alcohol... that feeling of uselessness and self-pity would disappear.

Whenever I took a drink of alcohol I would ... lose interest in selfish things and gain interest in my fellows.

Whenever I took a drink of alcohol... self-seeking would slip away.

Whenever I took a drink of alcohol.....my whole attitude and outlook upon life would change.

Whenever I took a drink of alcohol.....fear of people and of economic insecurity would leave me.

Whenever I took a drink of alcohol I would ... intuitively know how to handle situations which used to baffle me.

Whenever I took a drink of alcohol I would ... suddenly realize that alcohol was doing for me what I could not do for myself.

Helping hints working front sheet 3rd column areas of self statements.

See BBA Resentments Worksheet with Target

self-esteem-

how I should be able to see or feel about myself- pointing the finger at myself. Internal dialog (Lead role)

pride- pointing the finger out at my audience- how others around me should view me in this situation. External Dialog (Audience)

ambition- pointing the finger out again- what I want to happen in my outside world. (My script for the world, my demands in this resentment)

security- pointing the finger back at myself, what I need to know or feel on the inside to be okay. (internal condition/need/demand)

personal relations- pointing the finger at the person/people in my resentment-how they should show up in this situation. (their role, motivations)

sex relations- finger pointing back at me- My assigned gender role- how a real man or woman (as me) should show up in this situation. (the role/ motivations assigned to me)

pocketbook- I borrowed money from them? they borrowed money from me? I stole money from them? they stole money from me?

Or how have they otherwise affected my income or finances?

Have they wasted my time, money or energy? Have I wasted my time, energy or money trying to buy them, impress them or compete with them? Etc... How does money equate to power or control in this resentment?

FOURTH STEP INVENTORY

Introduction to the 4th Step Inventory Workshop

WHAT IS THE PURPOSE OF THE 12 STEPS?

1. To help us discover and establish a conscious relationship with a Power greater than ourselves.
2. To help us improve our conscious relationship with a Power greater than ourselves.
3. To produce the personality change necessary for our recovery.
4. To provide a design for living - that can help us be happy, comfortable, and at ease, living an enjoyable life of purpose, with peace and harmony with ourselves, with others, and with God *as we understand Him*, growing in understanding and effectiveness, serving and helping others - without the use of alcohol or other drugs.

The precise instructions for taking the 12 Steps is contained in the book, *Alcoholics Anonymous*.

"To show other alcoholics precisely how we have recovered is the main purpose of this book."
-- From the Forward to the First Edition of the book, *Alcoholics Anonymous*

There is much more to life than being physically sober. There is much more to sobriety than having the obsession for alcohol removed. Sober isn't much fun - unless we can learn to be happy and sober. To be happy and sober requires emotional sobriety. The Fourth Step is our first action step towards physical and emotional sobriety.

We are in a process to recreate our lives. We made a decision to give up *our old plans for living* and to try A.A.'s 12 Step Plan for Living. The Fourth Step is our first action step. It is here that we know whether or not we really took Steps 1, 2 and 3.

Step Four is a fact-finding and fact-facing process. We are searching for "causes and conditions." We want to uncover the truth about ourselves. We want to discover the attitudes, thoughts, beliefs, fears, actions, behaviors, and the behavior patterns - that have been blocking us, causing us problems and causing our failure. We want to learn the exact nature of our "character defects" and what causes us to do the unacceptable things we do - so that once they are removed - we can acquire and live with new attitudes, thoughts, beliefs, actions and behaviors for our highest good, and for the highest good of those with whom we come in contact. This prepares us to live a life of purpose - where we can be in maximum fit condition to be of service to others. And, by taking inventory and learning the exact nature of our wrongs - we will be able to recognize when we might be slipping into our old way of life - and headed for new problems, and possibly relapse.

If you doubt that you have any problems -- just think back to the last time that you felt restless, irritable and discontented. Remember when you got angry - with your self or with another person. Remember the last time you were disturbed. Remember the last time you had a problem or troubles. The last time you felt uncomfortable and not at ease in a situation. What was it? Whom was it with? What happened?

Everything contained in the Fourth Step Inventory Worksheets is directly from the book - *Alcoholics Anonymous*. The worksheets were created by using the precise instructions in the Big Book to make taking the Fourth Step as easy and simple as possible. All page numbers in this Fourth Step Inventory Workshop, refer to the third edition of the book - *Alcoholics Anonymous*. If you are using the fourth edition -- make sure you are on the correct page.

FOURTH STEP INVENTORY INSTRUCTIONS

Note: I suggest that you take this step with a qualified sponsor. A qualified sponsor – is someone who has taken ALL 12 Steps precisely following the directions as they are defined and described in the Big Book – Alcoholics Anonymous. IT IS NOT ADVISABLE TO DO THIS STEP ALONE. Be sure your Sponsor is present and leading you through this Step as you take it. (That's one of the reasons that we have sponsors! And, it is your sponsors job to lead you through this Step)

1. Be sure that you have taken Steps One, Two and Three.
3. If you are using the forms that I provided to you, or if you're not using the forms, remember: The columns go from TOP to BOTTOM. Not straight across. Example: Column 1, (left column) list all the names, people, principles, things, etcetera, that go in this first column, top to bottom. DO NOT move to the second column until column 1 is complete. Then, when you do column 2, go top to bottom, not straight across, until you have completed column 2. Do the same with each successive column. Top to Bottom. Not straight across
4. Read page 58 through 63 of the Big Book (up to the last paragraph). Note each place you see the word "self" and "selves" and the compounds of those words. (Example "self-seeking, self-reliance" etcetera).
5. There are four parts to your Inventory. They are to be taken in the precise order as numbered below:
 1. Resentments
 2. Fears
 3. Sex Conduct
 4. Harms To Others
6. Now, read page 63 (starting with the last paragraph) - through page 71 of the Big Book.
7. Complete the four different Inventory sheets that have been provided to you. Follow the instructions on each of the sheets. Use additional copies of the sheets when necessary. DO NOT complete the columns left to right -- they should be completed from TOP to BOTTOM in each column, before going to the next column.
8. Refer to the "Prompt Sheets" to jog your memory -- if you get stuck.
9. Ask questions if you are unsure of anything! Prepare for a long talk with your sponsor.
10. In this Fourth Step Inventory we are searching for our grosser handicaps. Personal inventories will become part of a life-long process. Later, in our Tenth Step Inventories, our objectives are not only to keep our "house clean and in order" -- correcting mistakes and errors when they occur -- but also to grow in understanding and effectiveness. At that point many of us find it interesting to discover in greater depth a knowledge and understanding of ourselves, our instincts, impulses and drives. In our Daily 10th & 11th Steps, we will begin to look at the "Assets and Liabilities" in our lives which will provide a simple "Design for Living" that we'll use to "Recreate our lives."

Naturally, there will come to mind additional things that you will feel that you should have included in your Fourth Step, that were left out. Don't worry about it. If you take these Steps as they have been layed out, and you have been thorough to the best of your ability at the time that you took them -- you will have plenty of time later on to revisit the Fourth Step, using the 10th Step Inventories. And, you'll be able to do it SOBER!!!

You are learning to use our "Spiritual Tools" for the first time. You will use them daily (hopefully) for the rest of your life..... as you trudge the road of happy destiny, with a new peace, serenity, attitude, and new outlook on life!

4th Step Notes, Definitions and Instructions -- continued.

Self Esteem - How I think of myself

Pride - How I think others view me

Pocketbook - Basic desire for money, property, possessions, etc.

Personal Relations - Our relations with other people.

Emotional Security - General sense of emotional well being

Sex Relations - Basic drive for sexual intimacy

Selfish, self-centered, egotistical - "It's about me!"

Ambitions - Our goals, plans and designs for the future. Ambition deals with the things that *we want*. In examining our ambitions we notice that we have the following types:

Emotional ambitions. Our ambitions for Emotional Security. Our "feelings".

Material ambitions - Our ambitions for "Our pocketbook." Our ambitions towards physical and financial well-being.

Social ambitions - Our "place or position in the herd." Our ambitions of how others view us. Our ambitions towards what people think about us.

Sexual ambitions - Refers to ambitions for sex relations. Does this really need a definition?

DAILY INVENTORY

When we retire at night, we constructively review our day.
Were we resentful, selfish, dishonest or afraid?

PERSONALITY CHARACTERISTICS OF SELF-WILL	OR	PERSONALITY CHARACTERISTICS OF GOD'S WILL
--	----	---

Selfish and Self-Seeking	OR	Interest in Others
Dishonest	OR	Honest
Frightened	OR	Courage
Inconsiderate	OR	Considerate
Prideful	OR	Humility-Seek God's Will
Greedy	OR	Giving and Sharing
Lustful	OR	Doing for Others
Anger	OR	Calm
Envy	OR	Grateful
Sloth	OR	Take Action
Gluttony	OR	Moderation
Impatient	OR	Patience
Intolerant	OR	Tolerance
Resentment	OR	Forgiveness
Hate	OR	Love & Concern for Others
Harmful Acts	OR	Good Deeds
Self-Pity	OR	Self-Forgiveness
Self-Justification	OR	Humility-Seek God's Will
Self-Importance	OR	Modesty
Self-Condensation	OR	Self-Forgiveness
Suspicion	OR	Trust
Doubt	OR	Faith
HOW DO YOU FEEL?		
Restless, Irritable, Guilt, Shame, Discontent	OR	Peaceful, Serene, Loving, Content

Prayer of St Francis of Assisi

Lord, make me a channel of thy peace

that where there is hatred, I may bring love
that where there is wrong, I may bring the spirit of
forgiveness

that where there is discord, I may bring harmony
that where there is error, I may bring truth
that where there is doubt, I may bring faith
that where there is despair, I may bring hope
that where there is shadows, I may bring light
that where there is sadness, I may bring joy

Lord, grant that I may seek rather to comfort, than to be
Comforted

to understand, than to be understood
to love, than to be loved

For it is by self-forgetting that one finds. It is by forgiving
that one is forgiven. It is by dying that one awakens to
Eternal Life.

Amen

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Last update: 1/06/03

fast as he can, he pushes

at should I have

_____)

Resentment Inventory

"God please help me see the truth about my resentments"

I am resentful at: (ref. P65 example) _____

The Cause: (ref. p65 example) _____

Affects my: Keep Columns 1 & 2 in mind while writing the 3rd Column considerations (ref. p65 ¶3-L3 "we considered it carefully"). Look at the 3rd Column and consider the opposite of each sentence to let the inventory reveal your fears behind each of the seven areas of self. (ref. p.65 example and p.67-¶3 "Notice the word 'fear' is bracketed alongside the difficulties").

Self Esteem: How I see or feel about myself. "The role I've assigned myself"
Start sentences with – "I am..." Example: I am the best husband she could have.

Fear of being...
(not good enough)

Pride: How I think others see me or feel about me. "the role I've assigned others"
Start sentence with – "Others should..." or "No one should..." or "Others can..."

Ambition: What I want to happen here. Start sentences with – "I want..."

Security: What I need here, to be okay. Start sentences with – "I need...to be okay."

Personal Relations: My deep-seated beliefs of how this relationship is supposed to look.
("Wives trust their husbands" "Mothers respect their sons' choices" "Real friends always agree with me")

Sex Relations: My deep-seated beliefs of how real men and/or women are supposed to be.
Start sentences with -- "A real man..." and/or "A real woman"

Pocket Book: Affects my finances.
Start sentences with -- "No one (can, should, shouldn't)..." or "Others (can, should, shouldn't)..."

"God please help me see the truth."

The Realization: "How have I done the things I've resented in Column 2 to the person I've listed in Column 1 and/or others?" (ref. p66-¶3 "this was our course: We realized that the people who wronged us were, perhaps, spiritually sick... like ourselves"). Skip this if Column 1 is not a person.

"God, this is a sick person like me. How can I be helpful to them? God, save me from being angry. Thy will be done."

FOURTH COLUMN: Entirely disregard the other person involved; this is our inventory, not theirs. "Where was I to blame, before? during? after? What did I do?" (Ref. p.67-¶2). Look at the things you do to hold on to the resentment. Look at things you do to protect yourself and how you look; ex: "I shun, I gossip, I yell." Stay focused on what you've seen so far in Column 1 thru the Realization as you write.

"Where had I been..."

SELF-SEEKING: Look around the whole resentment; "What did I do? Where was I to blame?"
My selfish actions or activities were...?

SELFISH: "What was my selfish thinking while I was doing the above actions?"
My selfish attitudes were...?

DISHONEST: What were the lies I was telling myself that resulted in my selfish thinking above?
I was in the delusion that...?

AFRAID: What are the fears that drive the delusions above?
I was afraid...?

The above fears drive the delusions that result in the attitude that are behind the actions.
(ref. p.62-¶1 "driven by a hundred forms of fear, self-delusion, self-seeking and self-pity [my attitude]...") Consider if there are any other fears that should be on the fear list. Consider the opposite of each fear; if it applies, add it to the list. Ex: being alone/being committed? Failing/succeeding?
(Ref. p68-P1-¶1 "We put them on paper, even though we had no resentment in connection with them.")
HARM: "Do I see any harm I caused?" Look around the resentment as well (ie: parents, friends, employers).

Review of FEARS : Instructions

1) "We reviewed our fears thoroughly. We put them on paper." (pg.68:1)

So – our first task is to make a list of our irrational fears. These are the God-given fears that are out of proportion – have become out of control – and adversely rule, control and dominate our lives.

I'm afraid of: _____	I'm afraid of: _____
I'm afraid of: _____	I'm afraid of: _____
I'm afraid of: _____	I'm afraid of: _____
I'm afraid of: _____	I'm afraid of: _____

2) "We asked ourselves why we had them." (pg 68:1)

Looking back over my lifetime, I cannot identify a single fear that didn't revolve around one or more of the following:

- I'm afraid of losing something I have, or
- I'm afraid of not getting something I want, or
- I've done something I don't want revealed and I'm afraid of being found out

So, which of those explains why you were afraid of _____?

It is suggested that the reason for having our fears was "because self-reliance failed us...(that)...self-reliance was good, as far as it went, but it didn't go far enough...(and)...it didn't fully solve the fear problem, or any other." So, using terms like "didn't go far enough" and "fully solve" makes it clear that a part – a vital and essential part – of the "fear removal process" was missing. And that part was God. I've discovered that when God is invited into any situation, the dynamics change – immediately.

The book points out that we're now on a different path, the basis of which is "trusting and relying upon God" (pg. 68:2). Whereas we have limited (finite) resources, God's powers are unlimited (infinite). So – if we want relief, we first must **ask**. Then, we must **act** as God would have us act. And – to the extent that we do (act) as God would have us, does he match/replace our calamities (chaos) with serenity (peace of mind) (pg. 68:2).

So: **3)** "We (earnestly) ask Him to remove our fear of _____ and direct our attention to what he would have us be" (pg. 68:3) In other words, by seeking God's help and applying all the will-power at our command, we act courageously. "At once, we commence to outgrow fear." (pg 68:3)

Please note that it does not say that we're now free of fear. What is promised is that we have "commenced" – or embarked on a course of action to do so. That process will be refined and mature in the related work of the Seventh Step.

	A	B	C	D	E	F	G	H
	List of all fears: Fear of being...	Why do I have this fear?	Why do I have this fear?	Why do I have this fear?	Why do I have this fear?	Why do I have this fear?	Why do I have this fear? self-reliance fails me (SRF)	Why do I have this fear?
1	not perfect	unwanted	alone	suicidal	dead	no God	no God	SRF
2	perfect	have to repeat	can't repeat	Failure	You'll hate me	alone	no God	
3	not good enough	unliked	pain	want to use	die	no God		
4	Good enough	live up to it	can't live up to it	failure				
5	unable to work	broke	failure	hate myself	miserable	I'll use/Die	no God	SRF
6	less than model	fired	failure					
7	employee	used	angry	stuff feelings	miserable			
8	taken advantage of	not valued	won't have value	I'm nothing	hate me	I'll use/Die		
9	defective	never be fixed	pain					
10	not acknowledged	unimportant	unloved	unwanted	lonely	suicidal	no God	SRF
11	confronted	unworthy	less than	lonely	I'll use	no God	SRF	
12	underpaid	not having enough	You'll think less of me	alone				
13	not valued	less than	I'll use	no God	SRF			
14								
15								

FEAR INVENTORY WORKSHEET

	A	B	C	D	E	F
	List of all fears: Fear of being...	Why do I have this fear?	Why do I have this fear?	Why do I have this fear?	Why do I have this fear?	Why do I have this fear?
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FEAR INVENTORY WORKSHEET

	A	B	C	D	E	F
	List of all fears: Fear of being...	Why do I have this fear?	Why do I have this fear?	Why do I have this fear?	Why do I have this fear?	Why do I have this fear?
1						
2						
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SEX INVENTORY WORKSHEET

"God please help me see the Truth about my conduct in relationships"

INSTRUCTIONS

1) Read big book pg.68-¶4 "Now about sex" to pg.70-¶2 "would mean heartache."

2) Pray, make a list, and go with what comes with relationships through your life. Work on list till you know it's done.

See the following Sex Inventory template on the next page.

3) "What can we do about them?"

A) Take the first name from the list and write it on top of a page.

B) Write a brief history of the relationship and include:

- My motives for getting involved were...?
- My specific sex conduct was...?
- The major points that came up in the relationship are...?
- How did it end...? or how it is now...?

C) "We reviewed our own conduct"

Look at each relationship and answer these nine questions in paragraph form with detailed

explanations: (ref. p.69-¶1)

1) Where had I been selfish?

2) Where had I been dishonest?

3) Where had I been inconsiderate?

4) Whom did I hurt? (Look around the relationship, IE: parents, kids, brothers, sisters)

5) Did I arouse jealousy?

6) Did I arouse suspicion?

7) Did I arouse bitterness?

8) Where was I at fault?

9) What should I have done instead?

NOTE: The answer to question 9 is never "I shouldn't have gotten involved in the first place." Refer to what you should have done, or how you should have behaved in the relationship. Make sure you're especially complete with Question #9 you will refer back to it later when writing your Sex Ideal.

Section 7 - Step Four

4th Step guide pages out of the Big Book Awakening 12 Step workbook book version August, 2006 www.bigbookawakening.com

Do nothing with column 2, 3, 4, 5, 6, until column 1 has been completed

- | | | | |
|---|--|--|--|
| 1. Column 1: "We reviewed our own conduct over the years past." (Complete column 1 from top to bottom. Complete column 2 has been completed.) | | | |
| 2. Column 2: "We did we do?" (Complete column 2 from top to bottom. Do nothing with column 3, 4, 5, 6, until column 2 has been completed.) | | | |
| 3. Column 3: "We list the exact nature of our shortcomings." (Complete column 3 from top to bottom. Do nothing with column 4, 5, 6, until column 3 has been completed.) | | | |
| 4. Column 4: Did we unjustifiably arouse jealousy, suspicion or bitterness? (Complete column 4 from top to bottom. Do nothing with column 5, 6, until column 4 has been completed.) | | | |
| 5. Column 5: "Who did I harm?" (Complete column 5 from top to bottom. Do nothing with column 6, until column 5 has been completed.) | | | |
| 6. Column 6: "What should I have done instead?" (Complete column 6 from top to bottom.) | | | |

[illegible]

SEX INVENTORY WORKSHEET

"God please help me see the Truth about my conduct in relationships"

Name: _____ Relationship: _____

Write a brief history of the relationship:

My motives for getting involved were...

My specific conduct in the relationship has been...

The major points that came up in the relationship are...

How it ended...? or how it is now...

SEX INVENTORY WORKSHEET

"God please help me see the Truth about my conduct in relationships"

Name: _____ Relationship: _____

Look at each relationship and answer these nine questions (ref p.69-71)

1) Where had I been selfish? _____

2) Where had I been dishonest? _____

3) Where had I been inconsiderate? _____

4) Whom did I hurt? (Look around the relationship) _____

5) Did I arouse jealousy? _____

6) Did I arouse suspicion? _____

7) Did I arouse bitterness? _____

8) Where was I at fault? _____

9) What should I have done instead? (In the relationship. Don't write "not gotten involved in the first place.")
Make sure you are especially explicit with Question #9 you will refer back to this for writing the Sex Ideal.

Harm: Write any specific harm that comes to you while writing. _____

**)
 This does not replace the original resentment inventory. Use this or the original resentment inventory for self-defeating beliefs

Self-Defeating Belief Inventory
“God Please Help Me See the Truth About My Self-Defeating Beliefs”

Column 1 - My Self-Defeating Belief: _____

Column 2 - The Cause: *Why Do I Have This Belief? Who Told me This? What Happened in my past?*

Column 3 - Affects My: *Keep column 1 & 2 in mind while writing column 3 (ref p.63 “we considered it carefully”)*
Fear of being...

Self Esteem: *How does this belief make me feel about myself?* _____ (
_____ (
_____ (

Pride: *How does this belief affect how I think people see me?* _____ (
_____ (
_____ (

Ambition: *Who do I want to be? What do I want to do? How does this belief affect those things?* _____ (
_____ (
_____ (

Security: *What do I want or need to be secure in? How does this belief affect those things I want to be secure in? (Physical &/or Emotionally?)* _____ (
_____ (
_____ (

Personal Relationships: *How does this belief affect how I deal with other people in a general way?*
_____ (
_____ (
_____ (

Sex Relationships: *How does this belief effect my intimate relationships with someone else, other?*
_____ (
_____ (
_____ (

Pocket Book: *How does this belief affect me financially?* _____ (
_____ (
_____ (

Is this a Lie? _____ (
_____ (
_____ (

"God Help Me See the Truth"

Column 4 - Look Around the Whole Belief / Lie

Where was I Self-Seeking? *What did I Do? What were my selfish actions or activities?*

Where had I been Selfish? *What was my selfish Thinking or behavior?*

Where was I Dishonest? *What are the lies I tell myself as a result of my selfish thinking? (Am I not a victim of delusion I can wrest satisfaction & happiness if I only manage well?)*

Where was I frightened? *What am I afraid of?*

Harm: *Do I see any harm I caused? Look around the belief, including how it affects others i.e.: partners, kids, parents, employers etc...)*
