

Writing for The Forum & CAL

04/20/13 D10 Workshop

Conference Approved Literature

"Al-Anon/Alateen literature and service materials help members to continue their recovery between meetings and gain insight into themselves and the principles of the Al-Anon/Alateen program. Conference Approved Literature (CAL) is written by and for our members, and goes through a thorough review process by numerous Al-Anon members to assure that it conveys the program in a consistent and comprehensive manner." *(2010-2013 Al-Anon/Alateen Service Manual, p.56)*

Writing Guidelines

(From: 04/19/13 - <http://www.al-anon.alateen.org/members/sharingsheets.php>)

1. Share an experience from the heart with the focus on yourself, not the alcoholic or others.
2. Relate a personal experience based on a program principle such as detachment, acceptance, a Step, Tradition, or Concept of Service, etc., and give an instance of how and where you used it.
3. Use the first person (I, me, we, us). True personal sharings do not give direction; they express your own experience, strength, and hope. Please avoid the use of the pronoun "you."
4. Avoid generalities, outside issues, treatment center language, and religious philosophy or doctrine. Al-Anon members in other Twelve Step programs, including Alcoholics Anonymous, are asked to write only of their experience in the Al-Anon program.
5. Kindly observe Al-Anon's Twelve Traditions when sharing.

Privacy Statement

(From: 04/19/13 - <http://www.al-anon.alateen.org/members/privacy.php>)

Al-Anon Family Group Headquarters (AFG) respects your privacy

AFG provides this Privacy Statement to inform you of our Privacy Policy and practices and the way your information is collected on-line and how it is used. We have structured our Web sites so that you can visit AFG on the Web without identifying yourself or revealing any personal information. We make this notice readily available on our public site, subsidiaries, and our shopping cart. Our Policy applies to all AFG owned domains and the Shopping Cart. This policy also applies to all the subsidiaries ("AFG sub-domains").

Keeping your information secure

Personal information is collected within the Shopping Cart for shipping and billing purposes only. AFG does not share any personal information with any third party. AFG is committed to protecting the information you provide us. To prevent unauthorized access or disclosure, to maintain data accuracy, and to ensure the appropriate use of the information, AFG has in place appropriate physical and managerial procedures to safeguard the information we collect. PayPal is used to process all credit cards, debt cards, and other Paypal transactions. They also have their own Privacy Statement.

Changes to this Statement

We may occasionally make some changes or updates to this Privacy Statement. We encourage you to periodically review this privacy statement to stay informed about how we are helping to protect your personal information.

Contacting us

We value your opinions. If you have comments or questions about our privacy policy, please send them to the following address or call us at: Al-Anon Family Group Headquarters, Inc. 1600 Corporate Landing Parkway Virginia Beach, VA 23454 (757) 563-1600 wso@al-anon.org

Sharing Online at the Al-Anon/Alateen Member Website

To share on-line and to gain access to a multitude of member services and publications, go to <http://www.al-anon.alateen.org/members>. A member log-in page will come up -- type in your home group name plus AFG. You can practice writing in your journal or on the copied "Share Sheets" and then submit them on-line at any time. Below are the guidelines for sharing Humor with the Forum and for contributing to the Annual Al-Anon Faces Alcoholism public outreach magazine.

Submit Your Humorous Story to *The Forum*

The Forum delivers Al-Anon and Alateen stories to our fellowship, newcomers, and potential members. Actively participate in *The Forum*—the monthly magazine of Al-Anon Family Groups—by sending us your humorous story.

Laughter can be healing. We need Al-Anon and Alateen members who are willing to tell funny stories about themselves to write humorous stories for *The Forum*. We'll publish humor in different lengths, from one-liners to 300-word stories.

We would really like to receive your humorous story—the story no one else can tell as well as you can—for publication consideration. Please include your name and address so we may send you a complimentary copy of the magazine in which your article appears, in the event we publish it.

*Most humor sharings are about 150 words.

Submit Your Story to *Al-Anon Faces Alcoholism*

Without member sharings, *Al-Anon Faces Alcoholism*, our most comprehensive annual outreach magazine, wouldn't be possible. Within the last year, Al-Anon members have distributed over 350,000 copies throughout the U.S., Canada, Bermuda, and Puerto Rico. Please help us continue to make this the most successful outreach project in our history!

The goals of *Al-Anon Faces Alcoholism*: To help potential Al-Anon members get past the obstacles we typically face before we reach out for help, i.e., denial, not wanting to rock the boat, shame and embarrassment to let people know there is a drinking problem, the "myth" that Al-Anon Family Groups is religious, resentment that "they" have a problem, not me, etc. And...To let potential members know that we understand to give comfort and offer a possible solution to give potential members basic information about Al-Anon and Alateen and let them know we'll be there if and when they want help.

Can you go back in time and remember what it was like and write down your thoughts? Would you consider writing a few words about any one of the bulleted items? For instance, perhaps you didn't want to go to Al-Anon because you thought it was religious, or you remember how hard it was to go to your first meeting and what you discovered when you finally got there.

You have something to say to a potential newcomer that will help them find their way to us and we want to hear it. Please send us your sharing by January 1st.

*Most sharings are one magazine page of about 300 words.