

WORLD SERVICE CONFERENCE OF NARCOTICS ANONYMOUS

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To: Regional Literature Committees
Area Literature Committees
Conference Participants

From: Mary Jensen, Chairperson
WSC Literature Committee

Date: January 12, 1993

Re: Literature Priorities Survey

First of all, we would like to thank those of you who responded to our previous literature survey. That brief survey asked you to provide us with two pieces of information: how you perceive the role of regional and area literature committees in the literature development process and how you would prioritize the work on our current work lists. Your answers for the first question will be instrumental in guiding the work of the handbook working group as they make revisions in our current literature handbook. Answers to the second question helped the evaluations subcommittee make recommendations to the WSCLC concerning our work list proposal for 1993.

We would now like you to help us determine the fellowship's literature needs, functions, and priorities in a more detailed way. We are asking you to rate a number of current roles of individuals, groups, and committees in the literature process, then to look at literature needs on a more global level. This information will be used to check that our purposes as stated in the literature guidelines are still appropriate and to assist us in rewriting our handbook.

We are also requesting that you identify the specific literature functions your regional or area committee fulfills. We are aware that some committees do not serve as literature review bodies and that some regional literature committees really have two separate subcommittees. We strive to send review material to the appropriate committee, but sometimes miss the mark. Your identifying these functions will not only help us get the right information to the appropriate committee, but will also allow us to see how widespread the practice of reviewing literature is. We also believe that our ability to communicate with you will be enhanced if we better understand the scope of functions currently served by literature committees.

Please note that we are asking you to widely distribute this survey. The information will be most valuable if we receive responses from a wide range of recovering addicts. Your input is due at the WSO Literature Department by **April 1, 1993**.

We would like to thank you for being a part of this inventory of our literature functions and priorities.

LITERATURE PRIORITIES SURVEY

CHECK ONE: () INDIVIDUAL MEMBER () AREA COMMITTEE () REGIONAL COMMITTEE

COMMITTEE NAME: _____

CHAIRPERSON: _____

ADDRESS: _____

NAME OF REGION: _____

This survey is being distributed by the World Service Conference Literature Committee to give members an opportunity to participate with us in determining our literature needs and priorities. We hope to also receive a clear reflection of the roles of individuals, groups, and committees in the literature development process. All members are invited to fill out this survey. If you respond as a committee or service body, please check to be sure that you indicated that above.

We suggest that this survey be distributed as widely as possible in your area or region. The results will be truly representative only if as many members as possible have an opportunity to participate. The greater number of responses we receive, the clearer our picture of the literature needs and priorities of the NA fellowship will be.

THE INDIVIDUAL MEMBER - Please rate the importance of each area below in terms of the individual member's participation. If you can think of any other areas of importance not listed, please inform us of these in the "other" category.

	MOST IMPORTANT	IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT
Developing source material (new topics)				
Reviewing and inputting approval and review-form material				
Becoming involved in literature service				
Participation in distribution of literature				
Other				

THE HOME GROUP - Please rate the importance of each area below in terms of the home group's participation. If you can think of any other areas of importance not listed, please inform us of these in the "other" category.

	MOST IMPORTANT	IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT
Reviewing approval and review-form literature				
Developing new topics and source material for drafts				
Literature distribution				
Other				

THE AREA LITERATURE COMMITTEE (ALC) - Please rate the importance of each area below in terms of the area literature committee's participation. If you can think of any other areas of importance not listed, please inform us of these in the "other" category.

	MOST IMPORTANT	IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT
Distribution of conference-approved literature				
Review of approval and review-form literature				
Making recommendation to the area service committee on approval material				
Distribution of review and approval-form literature				
Developing source material (new topics)				
Participating in the regional literature committee				
Publishing newsletters				
Printing and updating meeting schedules				
Planning learning days/workshops				
Other				

Do you have an area service office that distributes (sells) literature? _____

What is the function of your area literature committee? (check as many as apply)

_____ Review and input

_____ Distribution of conference-approved literature

_____ Publication of meeting schedules

_____ Publication of area newsletter

Are there separate committees for any of the above functions? If so, please specify _____

	MOST IMPORTANT	IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT
Coordinating work with other World Service Conference boards and committees				
Participation in the World Service Conference				
Participation at regional/area learning days				
Participation in the translations process				
Encouraging literature development by RLC's/ALC's				
Providing guidance to RLC's and ALC's				
Participation in development of service-related materials				
Maintaining regular communication with RLC's				
Surveying fellowship needs and priorities				
Other				

LITERATURE NEEDS OF OUR FELLOWSHIP - Please rate the importance of each of the following items as they relate to the overall literature needs of our fellowship. Prioritize by ranking with "1" being the highest priority, "2", being the second highest priority, and so on.

- _____ 1) Literature distribution
- _____ 2) Development of new literature
- _____ 3) Translations
- _____ 4) Publishing meeting lists
- _____ 5) Publishing newsletters
- _____ 6) Communication among world, regional, and area committees
- _____ 7) Revising conference-approved literature
- _____ 8) Involvement of the member in the literature process
- _____ 9) Other

THE DEADLINE FOR INPUT IS APRIL 1, 1993

THE REGIONAL LITERATURE COMMITTEE (RLC) - Please rate the importance of each area below in terms of the regional literature committee's participation. If you can think of any other areas of importance not listed, please inform us of these in the "other" category.

	MOST IMPORTANT	IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT
Distribution of conference-approved literature				
Review of review and approval literature				
Distribution of review and approval literature				
Making recommendations to the regional service committee on approval-form literature				
Developing source material for drafts (new topics)				
Participation in World Literature Committee				
Maintaining regular communication with ALC's				
Planning learning days/workshops				
Other				

Do you have an regional service office that distributes (sells) literature? _____

What is the function of your regional literature committee? (check as many as apply)

_____ Review and input

_____ Distribution of conference-approved literature

_____ Publication of newsletter

_____ Publication of meeting schedules

Do you have separate committees that perform any of the above functions? If so, please specify _____

THE WORLD SERVICE CONFERENCE LITERATURE COMMITTEE (WSCLC) - Please rate the importance of each area below in terms of the World Literature Committee's participation. If you can think of any other areas of importance not listed, please inform us of these in the "other" category.

	MOST IMPORTANT	IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT
Developing source material (topics) into drafts				
Factoring fellowship input and developing approval drafts				
Revising conference-approved literature				