

# Delegates' Orientation Checklist for the 2020 Annual Business Conference

This is our suggested reading list, filled with resources designed to help you prepare for the Annual Business Conference. The documents are hyperlinked for easy access.

While not required for conference participation, familiarity with the following information will:

- ✓ Help you understand how the conference will be conducted
- ✓ Build your confidence as a delegate
- ✓ Improve the quality of your home group and Intergroup business meetings

Delegates and all members interested in service are encouraged to review these documents at your own pace. Documents connected to these links may be updated from time-to-time and encourage you to check back periodically.

The Delegate Training Subcommittee (DTSC) welcomes your questions at [dtsc@acawso.org](mailto:dtsc@acawso.org).

## Section A: About the Delegate Training Subcommittee

- Delegate Training Subcommittee [Homepage](#)

## Section B: The Process and Role of the Delegate

- [Getting Started](#) - This document offers an overview of the delegate experience.
- [FAQ Sheet](#) - A working document with answers to your questions.
- [Ballot Discussions](#) - Learn about the submission process, ideas on how the group proceeds in voting, and discussions.
- [Before, During and After the ABC](#) - Understand the service role of the delegate throughout the year.

## Section C: The Remote Delegate

*These documents are updated annually.*

- [The Remote Voting Delegate](#) - Information for delegates attending the ABC by phone or online.
- [ABC Remote Delegates Guide](#) - An introduction to remote voting, registration, and training information.

## Section D: Foundation of the Conference

- [The Conference Agenda](#) - The agenda for the ABC is one of the last documents to be produced in part, because the results of the Ballot Proposal voting are not known until early April.
- [The Ballot Proposals](#) - In mid-January, the proposals submitted from groups around the globe are sent to all groups registered with WSO for discussion and voting. This link takes you to the proposals to be voted upon.
- [The Delegate Binder](#) - The reports, ballot items and new literature materials to be presented at the ABC, as well as the Operating Policies and Procedures Manual and Bylaws.