**SAMPLE VIRTUAL NA Meeting FORMAT**

**Date and Time (Pacific Time)**

**Meeting ID 123-456-789** (no password needed)

Invite attendees: [**https://zoom.us/j/123456789**](https://zoom.us/j/123456789)

**Call-in phone #: xxx-xxx-xxxx**

You'll need to register for a free basic Zoom account at <https://zoom.us/pricing>

1. **My name is \_\_\_ and I am an addict.**
2. **Welcome to the “xxxx” group of Narcotics Anonymous. [Optional: This is a closed meeting for addicts and those who think they might be addicts.]**
3. **Let’s open this meeting with a moment of silence for the addict who still suffers, followed by the Serenity Prayer.**
4. **At this time, we ask all participants except the host keep their microphones MUTED in the Zoom app except when asked to read or share. We ask that you help maintain an atmosphere of recovery by…[Each group decides best practices: turning video off when smoking/vaping/eating etc., avoiding crosstalk and abusive language in sharing and (IF YOUR GROUP ALLOWS THEM) chats, refraining from sending chat messages to the group if meant for an individual, keeping personal info off of group chats…whatever]**
5. **If you are willing to read one of the readings we put up on the screen, please raise your hand in the Zoom app now. [Optional: Host asks for readers before the meeting starts]**
6. **[Optional] NA Clarity Statement:** We are presented with a dilemma; when NA members identify themselves as addicts and alcoholics, or talk about living clean & sober, the clarity of the NA message is blurred. To speak in this manner suggests that there are two diseases, that one drug is somehow separate from the rest, requiring special recognition. Narcotics anonymous makes no distinction between drugs. Our identification as addicts is all-inclusive, which allows us to concentrate on our similarities, not our differences.
7. **Is there anyone here at their first NA meeting? Please UNMUTE your microphone and tell us your first name.**
8. **Is there anyone in this meeting with less than 30 days clean? Please UNMUTE your microphone and introduce yourself.**
9. **[Optional: Are there any members from outside the Las Vegas area? Please UNMUTE your microphone and introduce yourself.]**
10. **At this time we’ll do the readings *(host calls on readers, then puts readings on screen using Zoom “SHARE” function)*.**

--Who is an Addict

--What is the Narcotics Anonymous program

--Why Are We Here

--How it Works

--The 12 Traditions

1. **The format of this meeting is for the Host to do the *Just for Today* reading, then ask members to share for up to 4 minutes [optional: ask a member to read JFT or other literature per group’s format]. If you would like to share, please raise your hand in the app. The Host will call on you to UNMUTE your microphone. After you’re done sharing, please MUTE your microphone and UNRAISE your hand [optional: Host controls MUTE/UNMUTE/UNRAISE].**
2. ***Host reads JUST FOR TODAY or alternative per group format.***
3. **Please raise your hand in the app if you’d like to share. Feel free to acknowledge members by using jazz hands or waving rather than unmuting your microphone.**
4. ***Host calls on members with hands raised. Host or another member keeps time, then puts “One Minute Warning” graphic onscreen. After additional minute, allow alarm to ring or post “Time is Over” graphic.***

**\*\*AFTER SHARING IS DONE, around X:XX am/pm\*\***

1. **It’s time to stop the sharing.**
2. **[Host or another member]: If anyone is celebrating any of these clean time milestones, please UNMUTE YOUR MICROPHONE and share your clean time: 30/60/90 days, 6 or 9 months, 1 year, 18 months or multiples of years. [Optional: Share keytag or medallion graphic on screen]**
3. **Is there a GSR report? Treasurer’s report? Are there any NA related announcements?**
4. **JUST FOR TODAY or WE DO RECOVER [Host reads or Shares on screen and asks a member to read.]**
5. **For all those who care to, please join me in closing with the THIRD STEP PRAYER [or SERENITY PRAYER].**