Preparation Sheet – Liturgy of the Word			
please read pages 24-31 prior to completing this form.			
Celebration		Date	
Place		Time	
Rehearsals		Date	
		Time	

Environment (pages 24-25)	
Altar	
Ambo	
Presider's Chair	
Other Set Up Needs (see below)	
Sound System	
Banners or other visual elements	

Liturgical Ministers (pages 26-27)	
Presider	
Servers: Cross & Candle Bearers	
Lector	
Prayer of the Faithful Reader(s)	
Music Ministry	
Environment	
Hospitality	

Introduction (page 28)	
Introduction	

I. Introductory Rite (page 28)	
Entrance Chant	
Entrance Procession	
Greeting	Presider
Collect (Opening Prayer)	Presider

II. Liturgy of the Word (pages 28-30)	
First Reading	One Reader
*Responsorial Psalm	*Preferably Sung
Second Reading (optional)	One Reader
Gospel Acclamation	Sung or Omitted
Gospel Reading	Presider

Homily/Reflection	Presider: Clergy/Lay Presider
Prayer of the Faithful	
III. Concluding Rite (page 30)	
The Lord's Prayer	
Sign of Peace	Optional
Concluding Prayer	Presider
Final Blessing	Presider
Recessional	
Instructions for Dismissal (page 30)	
Instructions	
Additional Considerations	
Preparing for Other Possible Elements (page 31)	
Entrance Procession Options	
Breaking Open the Word Options	