

World Communion Sunday

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

OCTOBER 2013



21st Sunday after Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

OCTOBER 2013



22nd Sunday after Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

OCTOBER 2013



Reformation Sunday

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology



All Saints' Day

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

NOVEMBER 2013

3

25th Sunday after Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

NOVEMBER 2013

10

26th Sunday after Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

NOVEMBER 2013



Thanksgiving / Christ the King Sunday

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

NOVEMBER 2013

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

24

1st Sunday of Advent

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

2nd Sunday of Advent

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

3rd Sunday of Advent

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

DECEMBER 2013

15

4th Sunday of Advent

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

DECEMBER 2013

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology



1st Sunday after Christmas

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

DECEMBER 2013

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology



2nd Sunday after Christmas

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

1st Sunday after the Epiphany

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

JANUARY 2013



2nd Sunday after the Epiphany

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

JANUARY 2013

19

3rd Sunday after the Epiphany

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

JANUARY 2013



Presentation of Christ

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

5th Sunday after Epiphany

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

6th Sunday after Epiphany

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

FEBRUARY 2013

16

7th Sunday after Epiphany

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

FEBRUARY 2013

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology



8th Sunday after Epiphany

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

MARCH 2013

2

Ash Wednesday

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

1st Sunday in Lent

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

2nd Sunday in Lent

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

3rd Sunday in Lent

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

MARCH 2013

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology



4th Sunday in Lent

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

MARCH 2013

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology



5th Sunday in Lent

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

Palm Sunday

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

APRIL 2013



Maundy Thursday

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology



Good Friday

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

APRIL 2013



2nd Sunday of Easter

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology



3rd Sunday of Easter

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

4th Sunday of Easter

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

MAY 2013



5th Sunday of Easter

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

MAY 2013



6th Sunday of Easter

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

MAY 2013



7th Sunday of Easter

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

Whitsunday / Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

JUNE 2013

8

1st Sunday after Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

2nd Sunday after Pentecost

JUNE 2013

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology



3rd Sunday after Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology



4th Sunday after Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

5th Sunday after Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

JULY 2013



6th Sunday after Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology



7th Sunday after Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

JULY 2013

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology



8th Sunday after Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

9th Sunday after Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

AUGUST 2013

10

10th Sunday after Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

AUGUST 2013



11th Sunday after Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

AUGUST 2013

24

12th Sunday after Pentecost

Prelude : _____

Offertory : _____

Postlude : _____

Opening : _____

Middle : _____

Closing : _____

Anthem : _____

- Put away last week's music
- Check with pastors for Sunday
- Choose hymns, anthems
- Choose service music
- Submit info to bulletin
- Pull / copy hymns
- Pull hymn arrangements
- Pull service music
- Make necessary copies
- Build service binder
- Make cue sheet

- Plan hymn accomp.
- Verse spacing / metronome
- Register hymns
- Record hymns
- Listen / sing with recording
- Make notes for choir
- Learn service music
- Register service music
- Service music w/ metronome
- Record / listen to performance
- Prep transition between offertory / doxology

AUGUST 2013

31