

Planning Sheet for Eucharistic Celebrations

Date: _____

Occasion/Feast: _____

Time: _____

Location: _____

Presider: _____

Altar Server(s) _____

Minister(s) of Hospitality: _____

Commentator/Greetings By: _____

****** I Introductory Rites ******

(a) Gathering Song _____

(b) Greeting & Opening Prayer _____

(c) Penitential Rite _____

(d) Gloria _____

Omitted __ Spoken __ Sung __

****** II Liturgy of the Word ******

(a) First Reading _____ by _____

(b) Responsorial Psalm _____ Sung __

Response: _____

(c) Second Reading (optional) _____ by _____

(d) Gospel Acclamation _____ Sung __

(e) Gospel: _____

(f) Homilist: _____

(g) Creed (May be omitted)

(h) Prayer of the Faithful composed by _____

Response to prayers: _____

****** III Liturgy of the Eucharist ******

(a) Presentation of the Gifts Song _____

Gifts Presented By: _____

(b) Preface: _____

(c) Holy Holy _____ Sung ___

(d) Memorial Acclamation _____ Sung ___

(e) Doxology _____ Sung ___

(f) Great Amen _____ Sung ___

(g) Lord's Prayer _____ Sung ___

(h) Sign of Peace/Lamb of God _____ Sung ___

(i) Communion - Eucharistic Minister(s) _____

Extraordinary Minister(s) of the Eucharist _____

(K) Communion Song (s) _____

(j) Post Communion Reflection (Optional) by _____

****** IV Concluding Rites ******

(a) Blessing and Dismissal _____

(b) Concluding Song _____

