

# Liturgy Planning Sheet

(Confirmation/First Communion)

Please complete this form in its entirety and return to the Liturgy Office *at least two weeks* prior to the ceremony:

**Mail to:** Liturgy Office  
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Fargo, ND 58104-7605

**E-mail:** tamara.splonskowski@fargodiocese.org

**Fax:** (701) 356-7999

Parish/Institution: \_\_\_\_\_

Occasion: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

## Ordo Information

Liturgical Calendar Day: \_\_\_\_\_

Green  White  Red  Violet  Rose

## Procession

# of Altar Servers: \_\_\_\_\_

Deacon(s) \_\_\_\_\_

Concelebrant(s): \_\_\_\_\_

Main Celebrant:  Bishop Folda  \_\_\_\_\_

## Introductory Rites

Ent. Chant/Hymn: \_\_\_\_\_

Incense Altar

Penitential  Sprinkling Rite

Rite:  Form A  Form B  Form C

Gloria:  NA  Sung  Recited

Intoned by  Cantor  Presider

## Liturgy of the Word

Readings of the Day

Ritual/Votive/Com.

First: \_\_\_\_\_ Lect. #: \_\_\_\_\_

Psalm: \_\_\_\_\_

Second: \_\_\_\_\_ Lect. #: \_\_\_\_\_

Readers: \_\_\_\_\_

Gospel: \_\_\_\_\_ Lect. #: \_\_\_\_\_

Proclaimed by:  Deacon  Priest

Incense

Presenter of students: \_\_\_\_\_

Homilist: \_\_\_\_\_

## Order of Confirmation

If many are to be confirmed a quiet song may be sung by the cantor/choir alone during the Anointing with Chrism. It should not start until the 3rd child has been confirmed.

Use Intercessions from Confirmation and First Eucharist Manual (Appendix II)

Deacon (proper to his role)

No deacon: \_\_\_\_\_

## Liturgy of the Eucharist

Off Chant/Hymn: \_\_\_\_\_

Incense

Requested Eucharistic Prayer:

I  II  III  IV  Other: \_\_\_\_\_

Sanctus:  Sung  Recited

Mem. Acclamation:  Sung  Recited

Doxology/Amen:  Sung  Recited

Mass Setting(s): \_\_\_\_\_

## Communion Rite

Our Father:  Sung  Recited

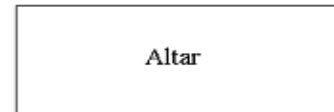
Lamb of God:  Sung  Recited

Communion under both species

# of Ciborium \_\_\_\_\_ # of Chalices \_\_\_\_\_

*Below, mark the following positions for the distribution of Holy Communion:*

Main Celebrant – M; Ciborium – X; Chalices – O



Comm Chant/Hymn: \_\_\_\_\_

Prayer After Communion

Any presentation for celebrant to make: \_\_\_\_\_

Closing Hymn: \_\_\_\_\_

**Please complete the back side.**

# Celebrating Confirmation & First Eucharist

Number of Students: \_\_\_\_\_

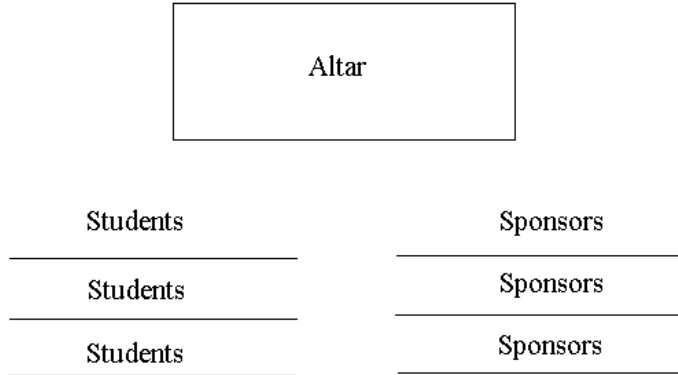
Parishes Present: \_\_\_\_\_

Who is in procession: (students/sponsors): \_\_\_\_\_

How arranged (side by side, etc.): \_\_\_\_\_

**Seating Arrangement in Church** (Please diagram, noting which section/pew comes first and from which side.

An example is given. All students sit together in one section.)



**Note:**  
Please assign catechists or other adults to sit at the right end of each row of the students in order to offer them some supervision.

*If the arrangement differs for Eucharist, please note and diagram above as well*

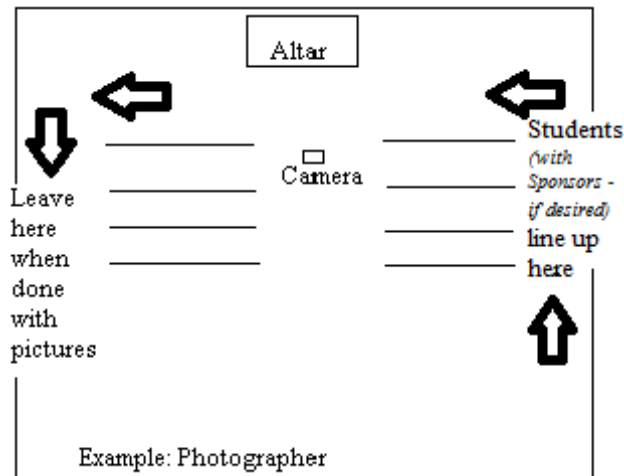
**Recessional: All remain in their pews**

Photographs:  Group Only  Individual Only  Group & Individual  No photographs.

Who is the ONE person responsible for taking photographs? \_\_\_\_\_

Who are other persons directing the flow during photographs? \_\_\_\_\_

**Diagram for photographs:** (Be sure to flow students from either left or right side, but NOT from the center.)



*All pictures are generally taken after the Confirmation Mass. It is possible to take the GROUP photo before Mass but this must be arranged ahead of time with the Bishop's Priest Secretary.*

**Note:**  
for the sake of efficiency, please arrange all pictures to be taken in this order of priority:

- 1. Bishop with group of all students** (if desired)
- 2. Bishop with individual students** (and sponsor if desired)
- 3. (If desired and only after all individual pictures are taken)**  
**Bishop with individual students and their family**

**Thank You**