

	Cue	Action
Procession and Incensing Altar		
1	Note: Light coal 10 min beforehand. In atrium.	Priest imposes incense into thurible.
2	At Priest's prompting after he imposes incense. Note: Fr. Wilke – Ensure other server(s) know to immediately pick up missal upon reaching chair.	Lead procession. At altar steps, take a few steps to the <u>left</u> and stop to wait for Priest.
3	When Priest genuflects to Our Lord in the tabernacle.	Bow to Our Lord and proceed to the back left corner of the altar facing the Priest / Deacon (P/D).
4	When Priest kisses altar.	Proceed to P/D for incense to be imposed and to present the thurible. Then stand behind the ambo.
5	When Priest finishes incensing altar.	Proceed to P/D to retrieve thurible. Return it to stand and <u>light another coal</u> .
Incensing at Gospel		
6	At conclusion of Responsorial Psalm.	Retrieve thurible/boat and stand in front of brick wall.
7	At the end of the 2 nd reading (“Thanks be to God.”).	Proceed to stand on 1 st step next to Priest's chair.
8	When the Priest stands for the Gospel.	Proceed to stand in front of Priest for incense to be imposed.
9	After incense is imposed and receive boat back.	Proceed to center of altar and bow to altar. Then move to stand on edge of rug facing the altar even with the candle stand on the ambo side of the altar.
10	When the P/D picks up the Book of the Gospels <u>and turns</u> .	Proceed as in procession to a spot about 6 feet behind and slightly past the ambo.
11	When P/D makes sign of cross on book with thumb.	Proceed to ambo and present thurible only. Return to spot.
12	When P/D bows after completes incensing Gospel.	Proceed to ambo to retrieve thurible and return to spot.
13	When all say, “Praise to You Lord Jesus Christ.”	Turn and exit the door and <u>light another coal</u> .

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	Cue	Action
Incensing Gifts, Priest, and People		
14	When other servers present gifts at altar. Note: If only 2 servers – help receive gifts first. Ensure other server knows to wash Priest’s hands by himself – after Priest is incensed.	Retrieve water and present to returning server and then retrieve thurible/boat and proceed to stand on top step by Priest’s chair. If receiving gifts, ensure receive wine (swap with other server if necessary). After returning wine to credence table, retrieve thurible/boat.
15	When the Priest raises and places chalice back on altar and turns (when he would wash his hands).	Proceed to P/D at altar for incense to be imposed and to present the thurible. Then stand on 1 st step near Priest’s chair. <u>Ensure other servers are prepared to wash Priest’s hands.</u>
16	If there is a Deacon: When Deacon finishes incensing the Priest/people. When there is NO DEACON: When Priest finishes incensing the altar and gifts. General Thurifer Notes: *Carry thurible with left hand and boat in right. *Swing thurible slightly while walking. *If not carrying boat, place right hand across chest *Priest’s hands are washed <u>after he is incensed.</u> *Always bow before and after incensing someone. *Pause between each set of “double swings.”	<u>1.</u> Proceed to Deacon to retrieve thurible and return it to the stand and light another coal. <u>1.</u> After placing boat on brick wall, proceed to Priest and retrieve thurible. Take step back, raise thurible, bow at waist to Priest, incense him with 3 x <u>double swings</u> , and bow again. <u>2.</u> Lower thurible and proceed to front of altar; gesture for people to stand; raise thurible; bow at waist to people facing choir; incense people with 3 x <u>double swings</u> and bow again. Note: 1 st double swing is facing choir; 2 nd double swing is facing 45 degrees to the right; and 3 rd double swing is facing to the left. <u>3.</u> Lower thurible; retrieve boat from wall; return thurible/boat to stand; <u>light another coal.</u>
Recessional		
17	During announcements.	Retrieve thurible/boat. First impose a scoop of incense and stand by brick wall.
18	When P/D move to reverence the altar with a kiss.	Lead cross/candles to center aisle. Depart as usual.