

# MORNING PRACTICE INSTRUCTIONS

**BELLMASTER IN RED: O=RING BELL**

**MOKUGYO IN BLUE: X=TAP MOKUGYO**

**START OF MORNING PRACTICE** (start when room is quiet and settled)

Wake, **O O O**, Stop

## INCENSE CEREMONY

**“Please rise for the incense ceremony.”** (bell master holds small bell)

*Light incense, bow to the Buddha, place in tray, step back from altar.*

“In gratitude, we offer this incense to all Buddhas and Bodhisattvas throughout space and time. May it be fragrant as Earth herself, reflecting our careful efforts, our wholehearted awareness, and the fruit of understanding, slowly ripening. May we and all beings be companions of Buddhas and Bodhisattvas. May we awaken from forgetfulness and realize our true home.”

**Small bell O**, half bow

## THREE REFUGES

“Please remain standing for the three refuges.

We will make a full bow after each refuge.”

“I take refuge in the Buddha, the one who shows me the way in life.”

**Small bell O**, full bow, **O to rise**, stop

“I take refuge in the Dharma, the way of understanding and love.”

**Small bell O**, full bow, **O to rise**, stop

“I take refuge in the Sangha, the community that lives in harmony and awareness.” **Small bell O**, full bow, **O rise**, stop, **O**, half bow,

“Please be seated.”

## SUTRA CHANTING

“We will now recite the Heart Sutra which can be bound in your folder.”

*(pause)*

**Wake ,O O O, Stop**

**X XX (3 Refuges)**

**O (6 Paramitas)**

**X**

**O**

**X**

**O**

**X**

**X XX X (Four Noble Truths)**

“The Heart of Perfect Understanding”

*The Sutra is recited to the rhythm of the Mokugyo and the bellmaster ringing the bell once after each verse (indicated on Heart Sutra sheet.)*

**O O, Stop (indicates the end of chanting)**

“We will now recite the 5 precepts.”

**Wake, O O O , Stop**

The bell is invited and stopped in between each precept. The bellmaster reads the first precept and then people take turns.

**(After the 5<sup>th</sup> precept) Wake, O O O, Stop.....**

”Please pass the red folders to the front.”

## **MEDITATION (MORNING PRACTICE INTRUCTIONS CONTINUED)**

**Wake, O O O, Stop**

“Breathing in, I calm my mind, breathing out, I smile.”

**O (do not stop the bell)**

Fifteen minute meditation. (timed by the bellmaster)

**Wake, O O O, Stop**

*Resettle*

**Wake, OOO, Stop**

**Sitting bow**

“Please rise and bow to the Buddha and then to the Sangha.”

**Rise (small bell) O (half bow to the Buddha)**

**O (turn to face each other and half bow to the**

**Sangha)**

“Please proceed to the table and remain standing by your chair.”

### **BEFORE SITTING AT THE TABLE FOR DISCUSSION**

**Standing at the table (small bell) Wake, O, bow, Stop**

“Please sit.”

**Sit (large bell) Wake, O O O, Stop.....Ask if there are any announcements.**

### **AFTER DISCUSSION ( APPROXIMATELY ONE HOUR)**

**Large bell Wake, O O O, Stop**

“Please stand.”

**Small bell Wake, O, bow, stop bell**

“We will now have a break, and when you hear the bell, please gather for walking meditation.”

## **WALKING MEDITATION**

**Small bell O, bow to the center and turn to the left,  
O, bow in the direction you will be walking,  
O start to walk.**

*Walk one full circle. (approximately 15 minutes)*

**Small bell O stop walking,  
O bow in direction you are walking, turn to the center of the circle,  
O bow center and return to stand by your chairs awaiting the bell.**

## **BEFORE SITTING AT THE TABLE FOR DISCUSSION**

**Before sitting, please wait for the bell to be invited.**

**Small bell Wake, O, Bow, Stop bell**

*“Please sit.”*

**Large bell Wake, O O O, Stop**

*We will now begin the discussion portion of the class, (sometimes the group divides into small “family” groups and sometimes the group stays together)*

*Five minutes before class ends, the bellmaster rings the small bell to signal the end of discussion and people go to the cushions for closing meditation.*

## **CLOSING MEDITATION**

**Big bell Wake, O O O, Stop.**

**O (don't stop the bell)**

*Ten to fifteen minute meditation.*

**Big bell Wake, O O O, Stop...Resettle**

**Wake, O O O, Stop**

*“Please rise and bow to the Buddha and then to the Sangha.*

**Small bell... O before half bow to Buddha, O before half bow to Sangha.**