

Morning Practice Instructions for Bell and 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)

(Done by the Mokugyo/Incense offerer) 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** as a half bow is made

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."

Legend

BELLMASTER IN RED:	O=RING BELL
MOKUGYO IN BLUE:	X=TAP MOKUGYO

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Sutra Chanting

"We will now recite the Heart Sutra which can be found in your folder."

{Optionally include 'Opening the Sutra}

(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)

Opening the Sutra (Optional)

Wake, O, Stop

"The Dharma is deep and lovely.

We now have a chance to see it,
study it, and practice it.

We vow to realize its true meaning."

The Five Precepts

"We will now jointly recite the 5 precepts."

Wake, O O O , Stop

The bell is invited and stopped in between each precept. The bellmaster leads the group in reciting the precepts.

(After the 5th precept) Wake, O O O, Stop.....)

"Please pass the red folders to the front."

Meditation

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, O O O, 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."

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Dharma Presentation

(Only the inkin bell will be used at the table. The big bell will remain by the altar.)

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

"Please sit."

Sit

Wake, O O O, Stop.....Ask if there are any announcements.

After the Presentation (approximately 45 minutes)

Wake, O O O, Stop

"Please stand."

Wake, O, bow, stop bell

"We will now have a brief bathroom break. When we ring the bell in 10 minutes, please gather for walking meditation."

Walking Meditation

(Led by the walking meditation leader)

O, bow to the center and turn to the left,

O, bow in the direction you will be walking,

O start to walk.

Walk in a route appropriate for your location. (approximately 15 minutes)

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.

Discussion

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

Wake, O, Bow, Stop bell

"Please sit."

Wake, O O O, Stop

*Tea is served by the tea master and the Drinking Tea gatha is offered by all.
Snacks are passed around during the discussion.*

Before beginning the discussion determine if the group wants to do a closing meditation. Explain that people with time constraints are free to leave before it. Agree on how the remaining time of the practice will be allocated.

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At the end of the discussion

Wake, O O O, Stop

"Please stand."

Wake, O, bow, stop bell

"For those able to stay for the closing meditation, please proceed to the cushions"

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

{Optionally include 'Dedication of Merit'}

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.

Dedication of Merit *(Optional)*

"Reciting the sutras, practicing the way of awareness, gives rise to benefits without limit.

We vow to share the fruits with all beings.

We vow to offer tribute to parents, teachers, friends, and numerous beings who give guidance and support along the path."

Approximate Timing of Practice Elements		
9:00	9:20	Opening ceremony (incense, refugees, chanting, precepts)
9:20	9:40	Seated meditation
9:40	9:50	Transition to table, welcome, announcements, etc
9:50	10:40	Dharma talk
10:40	10:50	Break
10:50	11:05	Walking meditation
11:10	11:55	Tea ceremony, snacks & discussion
12:00	12:15	Seated meditation