

Umzed Script with Onsite Helper

BEFORE PRACTICE – AROUND 10:25 AM

If the two black speakers aren't already on, turn them on.

Test the Umzed's lapel mic. Clip the mic to your lapel and ask another volunteer to stand near the back row of chairs to gauge the sound quality. Make adjustments to the mixer settings as needed.

The on-site helper will launch Zoom around 10:30 am.

AT 11 AM

Helper will Start umzed video at 11 am.

Umzed: Turn on lapel mic.

Umzed: Rings bell 3 times.

Umzed: Reads welcome greeting.

UMZED WELCOME GREETING

Good morning, everyone, and welcome to our Sunday practice here at Heart of the Dharma! For those of you here at the Center, if you would, please check your cell phones to make sure they're on silent. We will begin our practice this morning with 20 minutes of meditation; our teacher, Dana, is here and will be guiding us through that, and I will ring the bell once to end the meditation session.

Umzed: Turn off lapel mic.

AFTER MEDIATION

After 20 minutes, of meditation will end with Dana saying, "Thank you everyone".

Umzed: Turn on lapel mic.

Umzed Break Announcement:

We will take a 10-minute break. For those of you at the Center, please

feel free to enjoy tea and conversation in the kitchen and the office, or stay here in the main room to meditate. If you are new to the Sangha or are here at the Center for the first time and would like to meet Dana, feel free to say hello during this break time.

If you would like to speak with Dana about your practice after today's Dharma talk, you can schedule a 10-minute conversation with her by letting _____ (designated interview volunteer) know during this break time, and for those of you joining us online, you'll find instructions for how to schedule a conversation with Dana by checking the Chat window. Also, I will start a few breakout rooms here in Zoom for anyone who would like to visit during break. Right after today's talk, we will be reciting the Dedication. If you would like to recite this with us, we will be sharing it via Zoom, and there are also copies available here at the Center on top of the fireplace. Thank you.

Turn off lapel mic.

AFTER BREAK

After a 10-minute break,

Turn on lapel mic

Ring the bell once to signal the end of break for those at the Center.

Once everyone is settled ring bell 3 times.

Turn off lapel mic.

Dana will begin prayers & dharma talk.

AFTER TALK

Dana will say, "We will recite the Dedication."

Helper will screenshare the Dedication.

By this merit may all attain perfect awakening, rising above forces of negativity. Going beyond the turbulence of birth, old age, sickness, and death. May all beings be free from the ocean of samsara.

After the Dedication: Dana will say, "Thank you everyone".

Turn on lapel mic.

Make Announcements

Thank you, Dana!

If you would like to speak with Dana about your practice, please let _____ know, and for those of you joining us online, please refer to the instructions posted in the Chat window.

On July 13th, we will hold a half-day retreat here at the Center and online. The title of the retreat is The Power of an Awakened Heart. This retreat is appropriate for everyone. Join us to connect with your innate goodness and the path of an awakened heart. For more details and to register, visit heartofdharma.org.

Our book discussion group will be meeting here at the Center just a few minutes from now. We will be discussing Pema Chodron's book "Start Where You Are", and everyone is welcome to participate, whether here in person or via Zoom. If you didn't bring a copy of the book with you this morning, that is okay, as we will be reading the book together aloud.

For those of you at the Center, if you have just a few minutes to stay after practice, there's a list of short clean-up tasks posted in the kitchen by the stove, and we would welcome your help with tidying up the Center before everyone leaves today.

We have a new page on our website listing all the volunteer tasks. Most tasks take 30 minutes to 1 hour. You can decide how much time you can contribute to a volunteer role. Right now, we are focusing on Zoom Technology Helpers. If you have strong technology skills and want to learn more about this role, please visit our Volunteer page on our website and fill out the contact form or speak with me. We are grateful to all our volunteers for their generosity and for helping make practice possible on Sundays and Tuesdays.

Thank you, everyone, for being here to practice together today and for your continued support of the sangha, whether that be through

sustaining membership, volunteering, donating online, or contributing to the bowls in the back of the room. We hope you have a very good rest of your day, and we will look forward to seeing you again!

Turn off lapel mic.

Practice is over.