

Multimedia Committee - Church of St. Michael, Ipoh
Duty Roster (English Section) - DEC. 2012 (YEAR C MISSAL)

* Skill Matrix - Slides Designer (D); Slides Projectionist(P)

Designers (D): Andrew (2nd & 4th wk) & Evelyn (1st & 3rd wk) for all STC slides
Helen for all Latin Choir duties (LTN); Pooi Wan, Leonie & Helen for SPC slides

Projectionists (P) :

Sat 7.00p.m.	Sun. 8.00a.m.	Sun. 5.30p.m.
Andrew/Evelyn	Joel / Michaela/Cheralyn	Helen/Hilary/ Matilda (Temp)

All members are to be on duty every week according to the new schedule. Projectionists are to inform their fellow members if they are unable to attend so replacements can be arranged.

Name	Contact
(1) Andrew Kok (D&P)	012-5522341
(2) Evelyn Lim (D&P)	012-5847884
(3) Helen Yeap (D&P)	012-5176849
(4) Leonie Leong (D)	012-4810718
(5) Wong Pooi Wan (D)	012-4541898
(6) Joel David (P)	010-5646145
(7) Michaela Leong (D&P)	016-5165369
(8) Cheralyn Phong (P)	017-5696102
(9) Hilary Ho (D & P)	014-9922218

Choir abbrev.:-
STC = St Theresa Choir
SPC = St Peter Choir
LTN = Latin Choir
CC = Chinese Choir

2nd Collections for :
1st Week - The Poor
2nd, 4th & 5th Week: - Church
Maintenance
3rd Week- Bulletin & the Herald

For bilingual masses, collaborate with Louise Wu of Chinese grp
(012-4127709)

	Date	Event	Remarks	Day & Time / Choir on Duty	
DEC 2012	1	1st Sunday of Advent		Saturday	7.00p.m. = STC
	2			Sunday	8.00 a.m. = SPC ; 5.30p.m.=SPC
	8	Solemnity of the Immaculate Conception	Helen to design & project for Solemnity mass on Sat 7a.m. Note for Sat.evening & other masses on Sun, use 2nd Sun of Advent readings.	Saturday	7.00a.m. = LTN
	9	2nd Sunday of Advent (Sun. evening bilingual mass for Legion of Mary)			7.00p.m. = STC 5.30p.m. = SPC & CC (bilingual)
YR C	15	3rd Sunday of Advent		Saturday	7.00p.m. = STC
	16			Sunday	8.00a.m.=SPC ; 5.30p.m.=SPC
	22	4th Sunday of Advent		Saturday	7.00p.m. = STC
	23			Sunday	8.00a.m.=STC ; 5.30p.m.=SPC
	24	Christmas Eve Vigil		Monday	10.30p.m.=Carolling session 11.00p.m.= Mass / STC
	25	Christmas Day	Note:-There may be a 5.30p.m. mass if Fr Chong insists - KIV	Tuesday	7.40 a.m. = Carolling session 8.00 a.m.= SPC
	29	Feast of the Holy Family	Leonie to design for SPC evening mass.	Saturday	7.00p.m.=STC
	30			Sunday	8.00a.m.=LTN ; 5.30p.m.=SPC
YR 2013	31	Mary Mother of God/New Yr's Eve		Monday	11.00p.m.= SPC
	JAN. 1	Mary Mother of God/New Yr's Day		Tuesday	9.00a.m.=STC

Notes:- If there are any LCD screen or Projector problems, please contact John Peter Choo at 019-556 1236.

1. Chaplet of St Michael to be projected every 1st Saturday of the month b4 mass. File is also in desktop for both PCs.
2. From now on, please type BOTH long and short versions for Gospel readings in separate slides as readings varies depending on priests.
3. We can just type the SHORT version for 1st and 2nd readings as lectors have been instructed to use the short versions.
4. Roster can be downloaded from smcipoh.com/lcdroster.pdf
5. New sample Mass Rites slides can be found in the Database under Sample Mass slides folder. (Sample Mass Slides_2011.ppt)
6. **PRAAYER DURING YEAR OF FAITH** can be found on the desktop of both PCs and is to be projected after Prayer of the Faithful until end of next year.