



SUNDAY MORNING CHECK LIST

Computer & Data Projector Operator – This list should be completed by 9:45am!

1. Presenter (are the songs ready and correct?).....
2. Announcements
 - a. PowerPoint ready.....
 - b. CD (song) ready.....
3. Cool Edit ready to record.....
4. Communion Talk
 - a. Is there a song?.....
 - b. Is there a PowerPoint? (does it need sound).....
 - c. Is there anything else?.....
5. Sermon
 - a. Is there a song?.....
 - b. Is there a PowerPoint? (does it need sound).....
 - c. Is there anything else?.....
6. DVD presentation?.....
7. Cross check this list with the Service Running Sheet.....

Your feedback would be highly appreciated in fine tuning this checklist 😊

v.20080909



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