

Psukei D'Zimrah  
Mizmor Shir Chanukat Habayit L'David → End of Nishmat

Stand at the shulhan (table) “at ease” (feet may be apart, etc)  
Wait for Gabbai to announce pages and begin with Mizmor Shir, page 368 in the Artscroll and 52 in the Sim Shalom.  
Read out loud the first few words and the last verse or verses of each paragraph.  
Gabbai will announce pages for Nishmat (334 in the Sim Shalom).  
At the end of Nishmat, you may sit down

Shaharit  
Shochan Ad → Beginning of the Torah Service

Begin at Shochan Ad. Stand “at ease”. Call out Shochan Ad...sh'mo. Congregation will repeat. Then read the four lines “B'fi Y'sharim...Titkadash” out loud.  
Continue, reading beginning and end of each paragraph.  
After Yishtabach, cong will respond “Amen.”

At Kaddish, there is a tradition to stand with your feet together.  
Call and Response in Kaddish (in reciting Kaddish, you should not wait for the congregation; just continue with your reading and let the congregation keep up with you):

1. After Rabbah – Cong will respond: AMEN;
2. After V'Imru – Cong: AMEN Y'HEH SHME RABBAH...ALMAYA.
3. After “D'kudsha” – Cong: BRICH HU;
4. After V'Imru – Cong: AMEN.

At Barchu, stand with feet together;

1. Say first line out loud; Bow on the word “Barchu” and then straighten at word “Adonai”.
2. Then wait for Cong to reply with “Baruch...Va'ed”
3. Then repeat “Baruch...Va'ed”, bowing on Baruch and straightening immediately.  
(You may then resume “at ease” until the Amidah.)
4. Then chant the Bracha “Yotzer Or” out loud

Continue with Hakol Yoducha silently until “Ain K'erk'cha...” Make sure you practice the transition into El Adon.

After El Adon, read silently until “Kulam Ahuvim...” which you read out loud until the end of the paragraph.

At the end of the next paragraph, “Et Shem” (ending with the word “B'yir'ah”) call out “Kadosh...K'vodo” out loud. Pause for the congregation for a moment, then continue with “V'ha'ofanim...v'omrim.” Call out “Barukh...Mimkomo” and then continue silently until the end of the Bracha.

Continue to Shma with “firsts and lasts” of each paragraph.

At Shma, cover your eyes with your right hand. Read the “Shma...ehad” line out loud so congregation can follow along with you. Read the next line (Baruch...Va’ed) silently. You may read the first paragraph (V’ahavta) out loud, though most read it silently. Either way, read the final two paragraphs silently. During the third paragraph, there is a tradition to kiss the tzitzit each time the word “tzitzit” appears (3 times). At the end of the Shma, read only “Adonai Elohechem Emet” out loud.

Continue to Mi Chamocha with firsts and lasts of each paragraph. Sing Mi Chamocha, and say “Shira Chadasha...v’amru” out loud. Sing “Adonai...va’ed” and “Tzur Yisrael...Ga’al Yisrael” out loud. Some have a tradition to become quiet on the words “Ga’al Yisrael.”

At the beginning of the silent Amidah, take three steps back, and then three steps forward. Say the Amidah with feet together the entire time (instructions for silent Amidah are same as in repetition, with the exception of the Kedushah and Birkat Kohanim, which are not recited in the silent Amidah. See below for more details).

To begin the repetition of the Amidah, wait for the Gabbai to signal that you should begin. When the Gabbai signals, take three steps back and then three steps forward.

As in silent Amidah, stand with feet together for entire repetition. At the very beginning of the Amidah, bend knees on “Baruch”; bow on “Atah” and straighten on “Adonai.” Continue out loud and repeat bowing sequence on the second brachah in the Amidah, “Magen Avraham.” [Please note that you do NOT bow on the brachot “Mehayeh HaMetim” “Ha’El HaKadosh,” “M’Kadesh HaShabbat” “HaMahazir Sh’chinato” and “HaM’varech et Amo Bashalom.”]

Between Sukkot and Pesach, say “Mashiv Haruach Umorid Hagashem.” Continue out loud until Kedusha, immediately following the Brachah “M’hayeh HaMetim.”

Kedushah:

1. After brachah “M’hayeh MaMetim” wait for the congregation to say the line “N’kadesh...V’Amar” before you repeat it.
2. When congregation is finished, read “N’kadesh...V’Amar.” At the end of that line there is a tradition to bow right, left and forward on the words “Zeh,” “Zeh” and “V’Amar.”
3. Wait for the congregation to say “Kadosh...K’vodo” and “Az B’kol...Yomeru.”
4. When Congregation is finished, read “Kadosh...Yomeru” There is a tradition to rise on one’s toes on each of those words “Kadosh” in the second line of Kedushah.
5. Wait for Cong to say “Baruch...Mimkomo” and “Mimkomcha...Tzidkecha”
6. When Congregation is finished, read “Baruch...Tzidkecha.” There is a tradition to rise on one’s toes on the word “Baruch” at the beginning of this line of Kedushah.

7. Wait for Cong to say “Yimloch...Haleluyah.”
8. When Congregation is finished, read “Yimloch...Haleluyah.” There is a tradition to rise to one’s toes on the word “Yimloch” at the beginning of this line of Kedushah.
9. After the line “Yimloch,” read “L’Dor Vador” through to the brachah “Ha’El HaKadosh.”

After Congregation responds “Amen” continue out loud with “Yismach Moshe” through to the brachah “HaMahazir Sh’chinato,” skipping the additional paragraph of “Ya’aleh V’yavo” unless it is Rosh Chodesh.

After the congregation says “Amen” to that Brachah, begin immediately to read the entire paragraph of “Modim Anahnu Lach” (the version that ends “Me’olam Kivinu Lach”) **OUT LOUD**. Bow on “Modim,” straighten up on “Lach.”

Continue with “V’Al Kulam” through the brachah of “HaTov Shimcha ul’cha Na’Eh L’hodot.” On that brachah, bow as on the brachot before.

Following that Brachah, insert the Birkat Kohanim paragraph that begins “Eloheinu V’Elohei Avotenu.” After the word “Ka’amur” you will then read the tripartite blessing from the book of BaMidbar. After each part of the blessing, the congregation will respond “Ken Y’hi Ratzon.” There is a tradition to bow right on the first part, left on the second and forward on the third.

Continue with “Sim Shalom” through to the end of the Brachah, “HaM’varech et Amo Yisrael Bashalom.” Continue with Kaddish Shalem. (392 in Sim Shalom)

At Kaddish, there is a tradition to stand with your feet together.

Call and Response in Kaddish (in reciting Kaddish, you should not wait for the congregation; just continue with your reading and let the congregation keep up with you):

1. After Rabbah – Cong will respond: AMEN;
2. After V’Imru – Cong: AMEN Y’HEH SHME RABBAH...ALMAYA.
3. After “D’kudsha” – Cong: BRICH HU;
4. After V’Imru in each of the last four paragraphs – Cong: AMEN.
5. In Oseh Shalom, take three steps back, bow right, left and front.

Torah Service - You may stand “at ease.”

Sing first paragraph out loud; the congregation may or may not join in, but the louder and more leader-like you are, the more likely they are to sing along. They will definitely begin to sing along at Av Harahamim.

At Vay’hi Binsoa, the Ark will be opened. At the end of that paragraph, read Brich Shmeh silently until the last few verses. Begin to sing out loud at “Beh Ana Rachitz.” While congregation sings those verses, approach the ark and accept the Torah from the person who opened the Ark. Hold the Torah on your right side.

Once all Torahs have been handed out (usually just one), turn to face the congregation and say the Shma call and response.

1. You say “Shma...ehad,” congregation repeats
2. You say “Ehad Elohenu...shmo,” congregation repeats
3. Turn to face the ark and bow slightly as you say “Gadlu...Yahdav” and then continue IMMEDIATELY with paragraph “L’cha Adonai”
4. As you say that paragraph, turn to face congregation.
5. Process with the Torah slowly to the Shulhan (table), allowing people enough time to kiss the Torah as you pass.
6. When you reach the table, go to the far side of the table, passing it on the right; when you reach the far side of it, the gabbais will help you to put the Torah down on the table.

Once the Torah is down and the paragraph of L’cha Adonai is complete (at the words “Adonai Elohenu”) Shaharit is complete and you have finished! ☺