“The” B’nei Mitzvah Service Outline

Havurah Shalom

Updated January 2022

A fillable google doc version of this outline is [available here](https://docs.google.com/document/d/1D1rDCt-9AnmO3MHXkTjA0Lbuztn5qYNvLY_ZLP4YACI/edit?usp=sharing). ***Please rename the file BEFORE you start editing so that the template remains blank for other families*.**

Student:

Parsha:

Date:

Tutor:

Part 1 Birchot HaShachar & P’sukei D’Zimrah

Leader will call out page numbers throughout the service.

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| **Prayer**  | **Page**  | **Leader**  | **Notes** | **Tech Notes** |
|  |  |  |  | Start recording at 10:00 a.m. |
| Niggun  |  | Rabbi  |  |  |
| Welcome & announcements:  |  | Rabbi |  |  |
| Tallit presentation  |  |  | Parents or other significant people present Tallit. |  |
| Tallit Blessing  | 143  | BM |  |  |

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| **Prayer**  | **Page**  | **Leader**  | **Notes** | **Tech notes** |
| --- | --- | --- | --- | --- |
| Mah Tovu  | 141  |  |  |  |
| Birchot Ha Shachar  | 153-161 |  |  |  |
| Elohai | 165 |  |  |  |
| Baruch She’amar  | 177-179 |  |  |  |
| Psalms 92Tov L’Hodot  | 209  |  |  |  |
| Poem |  |  | Optional |  |
| Psalm 150 Halleluyah | 231 |  |  |  |

Part 2 -- Shema: Listening, Coming Together

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| **Prayer**  | **Page**  | **Leader**  | **Notes** | **Tech notes** |
| Barchu  | 247  |  |  |  |
| Yotzer  | 247  |  |  |  |
| Ahava Rabbah  | 273-275  |  |  |  |
| Shema  | 277  |  |  |  |
| V’ahavta  | 277  |  |  |  |
| Shema continues with Silent Reading from selections  | 279 - 285  |  |  |  |
| L’man Tizk’ru/ Adonai Elo-heichem Emet | 285  |  |  |  |
| Mi Chamocha, Tzur Yisrael  | 291 |   |  |  |

Part 3: Amidah

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| --- | --- | --- | --- | --- |
| **Prayer**  | **Page**  | **Leader**  | **Notes** |  **Tech notes** |
| Amidah Silent Prayer | 295 – 323  |  |  |  |
| Oseh Shalom | 381 | Rabbi |  |  |

Part 4 : Torah Service

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| **Prayer**  | **Page**  | **Leader**  | **Notes** | **Tech notes** |
| Ein Kamocha  | 383  |  |  |  |
| Av HaRachamim  | 383  |  | All stand and turn to face the ark at Adon Olamim -  |  |
| Ark Opening  |  |  | Name the ark openers here. |  |
| Vayahi BinSoa  | 385  |  | All standing and facing the ark  |  |
| Handing Torah down the generations |  |  | After some comments from leader, \_\_\_\_\_\_\_\_ passes Torah to \_\_\_\_\_\_\_\_\_\_\_\_\_who passes it to \_\_\_\_\_\_\_\_\_\_\_ who passes Torah to BM |  |
| Shema  | 393  | BM | BM holds Torah and faces congregation |  |
| Echad  | Same  |  |
| Gadlu L’adonai  | All turn and face the ark. Bodek or tutor holds siddur for BM |  |
| Eleh Chamdah Libi  | 841  | Rabbi  | **BM begins parade around the room. Then returns Torah to bima after making the circuit.** |  |

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| **Portion****Include book, chapter and verses****Example: Beresheet 4: 8-10** | **Aliyah Blessing****Hebrew name and relationship to BM****Note if in person or on Zoom** | **Torah Reader****English name only & relation to BM****Note if in person or on Zoom** |
| 1.  |  |  |
| 2.  |  |  |
| 3. |  |  |
| 4.  |  |  |
| 5.  |  |  |
| **Misheberach- Debbie Friedman’s** | Rabbi  | Please note if using a different misheberach.  |
| 6.  |  |  |
| 7.  |  |  |

Once BM is done, all sing Simon Tov, Mazel Tov. Tech Notes- Unmuting everybody is not a good idea. It hurts the ears. Better to see people waving and smiling in gallery view.

Torah Service Continued

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| **Prayer**  | **Page** **number/** **leader** | **Notes** |
| Release Blessing  | Rabbi  | Parents remain on bima |
| V’zot HaTorah: Lift & Dress Torah | Rabbi  | Rabbi calls up Hagba and Galila and sings while Torah is lifted and rolled. Hagba (lift) Hebrew name \_\_\_\_\_\_\_\_\_\_\_Galila (roll): Hebrew name \_\_\_\_\_\_\_\_\_Put on stand and tie securely  |
| Drash  | BM | Read slowly, loudly and clearly. Look up at congregation/camera after each paragraph. |
| Parents blessing  | Parent(s) | A brief and meaningful blessing for the BM. |
| Gift of Tanach |  | Generally a representative from the BM cohort. |
| Rabbi’s Blessing Y’varechecha |  | Afterward, Rabbi unties Torah from its perch and hands it to the BM. |
| Return The Torah Y’hallelu |  BM433 | Ark openers open the ark. Rabbi hands Torah to BM to lead this part. He assists with putting Torah back in the ark. |
| Etz Chaim Hi  | BM441  | Ark closers shut doors at the words “kekedem” |

Part 5 Closing Prayers

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| **Prayer** |  **Pages**  | **Leader**  | **Notes**  | **Tech notes** |
| Aleynu  | 445 - 449  | Rabbi | Keep standing. |  |
| Mourner’s Kaddish |  451  | Rabbi |  |  |
| BM Thank yous |  | BM | BM writes TYs ahead of time and reads them aloud. |  |
| Announcements  |  | Rabbi |  |  |
|  Closing Song: |  | Rabbi | Give name of closing song. | Share words if not in siddur i.e. “Salaam” or other. |
| Final prayers: kiddish and motzi |  |  | Distribute kiddush cups and challot. |  |
| Optional slideshow |  |  |  | Run slideshow |