



Project #8

ASSIST IN BEHIND-THE-SCENES MEDIA PREPARATION AND CREATE MEDIA FOR THE WORSHIP SERVICE PROJECT

OBJECTIVE: To comprehensively plan and prepare all aspects of media for a specific worship service, with a strong focus on enhancing the worship experience and streamlining the process for the technical team.

Read pages 199-206 in *The Worship Ministry Guidebook*.

Background: Building on your previous service planning, this project dives into the critical role of on-screen media and visuals in engaging the congregation and supporting the worship leaders. Careful planning of media is crucial, as haphazardly prepared visuals can be more distracting than enhancing.

Prepare the media for the services that you planned in the earlier service planning project (Project #5).

Phase 1: Revisit Your Planned Worship Service:

- » Refer to the worship service plan you created in the earlier project (which included song selection, sermon topic, and other elements).
- » For *each* element of that service (e.g., opening, congregational songs, sermon, announcements, call to worship, transitions, special music):
 - **Determine what type of on-screen media would be most appropriate** to enhance that part of the service. Consider lyric displays for congregational, sermon support graphics, short videos for transitions, and specific images for various portions of the service.
 - **Brainstorm specific content ideas** for each media element. For example, for a congregational song, think about the lyrics, a suitable background (static image or simple video, avoiding distraction). For the sermon, consider what images might capture the imagination and drive home a point.

Phase 2: Preparing the Media (Simulation/Creation)

- » **Create slides for each element of your planned service**, unless you determine some elements should have a blank screen.
 - **For the songs, create lyric slides** (e.g., using the church's presentation software).
 - Ensure lyrics are accurate and the "song map" (e.g., VCVBCCT) matches the band arrangement in the slide order.
 - Choose backgrounds that are appropriate and non-distracting.
 - **For the selected sermon, create a few mock-up sermon support graphics.** Focus on images that enhance understanding rather than just outlines with bullet points.
 - Create a short mock-up **announcement slide loop**.

Phase 3: Streamlining for Technicians & Finalizing the Plan

- » Create a detailed tech sheet (or production rundown) for your service. This sheet is designed specifically to guide the volunteers running the worship presentation.

- » Include details depending on what your technicians may need, such as:
 - **Service Flow:** List every element of the service in chronological order.
 - **Media Cues:** For each component, clearly indicate what media (slide, video, image magnification) should be displayed and when.
 - **Transitions:** Explicitly detail how transitions between songs or other service elements will be handled visually and verbally.
 - **Specific Instructions for Technicians:** Add any notes that would make the technician's job easier, such as timing cues, specific commands, or troubleshooting tips. Remember, the goal is to provide only the information they need to avoid overwhelming them.
- » **Explain how this tech sheet contributes to a smoother process** for the media team and minimizes potential errors during the service.

Phase 4: Reflection and Presentation

Final Review:

- » Review your planned media and tech sheet to ensure they align with the goal of “engaging your congregation in transformational worship.”
- » Confirm that your media choices support the team in enhancing the message and focusing the congregation on God.

Presentation (Oral and/or Written):

- » Present your comprehensive media plan, the mock-up media (or screenshots of them), and your detailed tech sheet along with your worship service plan from the previous project.
- » Clearly articulate how your planning and implementation enhance the worship experience for the congregation and make the process more efficient and effective for the technical team.