

## SUGGESTIONS FOR USING THIS VERSION OF *SILENT NIGHT*

### **Marking the Bells or Chimes** —Mark the bells before you begin.

(Do not expect new ringers to remember the colors or chords assigned to their individual notes.)

1. Purchase a multi-colored pack of 3/4-inch dots available at office supply stores; be sure it includes RED, YELLOW & GREEN.
2. Using the bell chart on the score, put the correct colored dot on each bell or chime as directed in items 4 and 5.
3. Press firmly and rub the dot to make it adhere tightly to the surface of the bell or chime.
4. WHERE TO MARK BELLS
  - a. Place the dot midway down the inside part of handle that faces up when the bell is on the table.
  - b. This location makes it visible to the ringer when it is on the table but invisible to the congregation.
  - c. Dots placed here will not get rubbed off by the ringer's hand.
5. WHERE TO MARK CHIMES
  - a. Place the dot anywhere below the clapper assembly and name of chime.
  - b. Try to avoid the place where the ringer grips the chime.
  - c. Beware: the dots tend to come off the rough surface of Malmark chimes but will stay if pressed firmly to the surface of the chime.
6. Remove the stickers within a couple weeks after Christmas to avoid a sticky residue on the bell handles and base of chimes.

### **Coordinating with the Organist (and Pastor)**

1. Tell the organist that the bells will be ringing the traditional harmony in most standard hymnals; the bell part will not work with any fancy organ accompaniment.
2. Clarify that the bell part is in the **key of Bb**.
3. Verify the number of verses to be used.
4. Inquire about the number of beats, if any, the organist adds at the end of each verse before starting the next verse.
5. If changing from chimes to bells for the last verse, request that the organist repeat the last "Sleep in heavenly peace" as an interlude to allow the ringers time to change bells.

(Using this phrase, the last line of the CAPITAL LETTER sheet: R G R R, makes it easy for the ringers to keep their place.)
6. If the words are printed in the bulletin, ask the pastor or secretary to insert the word *Interlude* between the last two verses.
7. To avoid the difficulty of starting together when the organist and bell director cannot see each other in the dark, recommend that the organist play an introduction.
8. Clarify exactly how much of the carol will be used for the introduction.