

#14 - LAYERS AND VOICE 2

(EXAMPLE: Streets of Laredo)

1. In SET-UP WIZARD, set up your score for Empty Staves / Grand Staff, 3/4 Time, Key of F, 16 measures, Tempo Marking and a Quarter Note pickup measure. Arrow to **VIEW Menu/SCROLL VIEW**.
2. **TO ENTER NOTES (Layer 1 & 2), TRIPLET IN THE TREBLE CLEF (Simple Entry):**
 - TREBLE CLEF LAYER 1 NOTES (stems UP & when only 1 Layer is present):
 - In lower LEFT corner of screen, **make sure you are set on LAYER 1**.
 - TO ENTER PICKUP MEASURE NOTE: In **SIMPLE NOTE ENTRY**, highlight QUARTER NOTE value in palette (or press '5' on numpad). Click in Treble Staff pickup measure (purple cursor w/slash appears). Play pitch on MIDI keyboard or click in. Press RIGHT ARROW key to go to next measure (cursor appears).
 - **Enter LAYER 1 notes only (notes with stems up and when only 1 layer is present).** With QUARTER NOTE still highlighted, play in next pitch and press the 'period'. Press '4' for EIGHTH NOTE value and play in next note. Press new number only when value changes. Press '0' (zero) to enter a rest. Enter all Treble Clef Layer 1 notes to the end of piece.
 - TO ENTER 8TH NOTE TRIPLET: Press '4' to set note value, play first pitch, press '9' to lock in triplet and continue playing in 2nd & 3rd notes.
 - TO HIDE REST IN LAST MEASURE: Highlight rest and press 'H' to hide the rest.
 - TREBLE CLEF LAYER 2 NOTES (stems DOWN only):
 - In lower LEFT corner of screen, **click on LAYER 2**.
 - Go back to first full measure (after pickup bar).
 - TO PLACE CURSOR: CTRL/OPT-Click in first full measure of Treble Staff (cursor w/slash appears).
 - Select QUARTER NOTE value. Press '0' (zero) to enter a rest. Play in pitches, **entering LAYER 2 notes/chords/rests (stems down only)** thru Measure 8. (Layer 2 notes will appear in a different color).
 - IF RESTS ARE COLLIDING WITH ITEMS:
 - TO GLOBALLY MOVE HEIGHT OF RESTS IN SPECIFIC LAYER:
 - Go to **DOCUMENT Menu / DOCUMENT OPTIONS / LAYERS**.
 - Go to Layer 1: Next to ADJUST FLOATING RESTS BY ___ STEPS, rest height works well at 9 (for this example).
 - Go to Layer 2: Rest height works well at -8 (for this example). Click OK. **NOTE:** Enter a higher number to raise rests, lower (Layer 1) or minus number (Layer 2) to lower rests.
 - TO MOVE ONE REST ONLY: **In correct Layer**, CTRL/OPT-click to highlight rest. Arrow rest up or down.

3. TO ENTER NOTES IN THE BASS CLEF (Simple Entry TOOL):

- In lower LEFT corner of screen, **click on LAYER 1**.
- Go back to Bass Clef, Measure 1.
- TO ENTER PICKUP MEASURE REST: Highlight QUARTER NOTE value in Simple Entry Palette (or press '5' on numpad). Place cursor in Bass Staff pickup measure (purple note w/slash appears). Press 'zero' to enter rest (or 'R' to change a note to rest). Press RIGHT ARROW key to advance to first full measure.
- ENTER NOTES IN MEASURES 1 – 8 : Highlight HALF NOTE value in palette (or press '6' on numpad). Click or play in pitch and press 'period' or 'dot' immediately after entering note.
- IN MEASURES 9 THRU 12: Enter all left hand notes in the Bass Clef.

TO BEAM SIX 8th NOTES TOGETHER IN MEAS. 9-10:

- With **SIMPLE ENTRY TOOL**, place cursor on 3rd eighth note. Press '/' (slash key) to join a beam. Move cursor to other notes and press slash key to join beams (all L.H. notes in these 2 measures should be beamed together).

TO MAKE CROSS STAFF BEAMING IN MEAS. 9-10:

- With **SELECTION TOOL**, in Measure 9, drag a box around the 2 notes that you want to move to the Treble Staff. Press ALT/OPTION + UP or DOWN Arrow. Repeat for Measure 10.

TO CHANGE CLEF IN MEASURE 11 AT BEGINNING OF MEASURE:

- With **SELECTION TOOL**, CTRL/RIGHT-click m. 11. Choose **CLEF**. Select TREBLE CLEF sign and MEASURE 11 THROUGH END OF PIECE. Click OK.

TO CREATE MID-MEASURE CLEF IN MEASURE 12:

- With **SELECTION TOOL**, drag to highlight count(s) where you want clef to change. CTRL / RIGHT-click in highlighted region. Choose **CLEF**. Choose BASS CLEF sign (#4) and MEASURE 12 THROUGH END OF PIECE. Click OK. (From the **CLEF TOOL**, this clef can be moved within the measure by grabbing handle).
- IN MEASURE 13 TO THE END: Enter Layer 1 (Stems Up) notes first. Hide rest in last measure. Switch to Layer 2. Place cursor in Meas. 13 and enter Layer 2 (Stems Down) notes. Hide rests in last measure. Check rest height and adjust (global or single) if necessary.

4. ENTER SLURS (Smart Shape Tool):

- 2-NOTE SLUR: Press '**S**' METATOOL and double-click on first note.
- 3 or MORE NOTE SLUR: Press '**S**' METATOOL, double-click on first note and drag mouse onto last note of slur (release when you see black boxes).

5. ENTER FERMATAS (Articulation Tool):

- Double-click on notehead and choose articulation **-OR-** Press '**F**' METATOOL and click on notehead ('F' for Fermata).
- TO FLIP: Grab handle and drag down beneath note (fermata automatically flips).

6. FORMAT YOUR SCORE:

- TO REMOVE EXTRA MEASURES AT END OF PIECE: With **SELECTION Tool**, double-click in first empty measure (to highlight measure stack). Press SHIFT + END to highlight to end of piece. Press DELETE.

- With **RESIZE Tool**, reduce your score size to 95% for printing (click in upper LEFT corner of pg).
- Go to **VIEW Menu/PAGE VIEW** (to format).
- Go to **UTILITIES Menu/FIT MEASURES** to LOCK IN 4 MEASURES PER SYSTEM for Measures 6-16. Click OK. **-OR-**

With **SELECTION Tool**, highlight a measure, press UP or DOWN arrow (to manually adjust number of measures per system).

- With **PAGE LAYOUT Tool**, format your score onto 1 page. Zoom Out (CTRL/CMD (-) minus to see entire page).

PAGE LAYOUT BY DRAGGING:

- TO CHANGE LEFT MARGIN ON 1 SYSTEM: Grab Upper LEFT handle of a system and drag.
- TO CHANGE LEFT MARGIN ON ALL SYSTEMS: Highlight any Upper LEFT handle of a system, SELECT ALL and drag.
- TO CHANGE RIGHT MARGIN ON 1 SYSTEM: Grab Lower RIGHT handle of a system and drag.
- TO CHANGE RIGHT MARGIN ON ALL SYSTEMS: Highlight any Lower RIGHT handle of a system, SELECT ALL and drag.
- TO MOVE A SYSTEM ON THE PAGE: Click in the middle of system and drag.
- TO MOVE A SYSTEM INDEPENDENTLY AND NOT AFFECT THE OTHERS AROUND IT: Press CTRL / OPTION and drag.

PAGE LAYOUT BY NUMBERS:

- CTRL/RIGHT-click anywhere on page and choose EDIT MARGINS (window opens).
- Under CHANGE, click ALL Button.
- Type in .3 in the top 5 boxes (Top, Left, Right, Bottom, Distance Between). Press TAB 2x to jump to next box. Click APPLY Button to activate changes.
- TO ONLY CHANGE DISTANCE BETWEEN SYSTEMS:
 - Deselect (uncheck) the top 4 boxes (Top, Left, Right, Bottom)
 - In DISTANCE BETWEEN SYSTEMS Box, increase or decrease number (to create more or less space between systems. Click APPLY Button to activate change.
- OPTIONAL: When margins and spacing look good, click on APPLY TO PARTS / SCORE Button (to only change SCORE layout and not affect PARTS layout).
- TO MAKE ROOM FOR YOUR TITLE: Click in the middle of 1st system and drag down.
- With **SELECTION Tool**, adjust title, composer and text blocks into place.
- TO ADD NEW TEXT OR DIRECTIONS: Go to **TEXT Tool** and double-click on page (blinking cursor appears). Type in new text. To change font/size, highlight text, go to **TEXT Menu**.

7. ENTER REHEARSAL LETTERS (Expression Tool):

- TO PLACE IN ONE STAFF ONLY: Press METATOOL 'A' and click in Meas. 5 right on the closest notehead. Drag into place.
- TO PLACE IN ALL STAVES AT THE SAME TIME: Press METATOOL 'A' and click in Meas. 5 off of a notehead. Drag into place.
- Repeat steps for Rehearsal Letters B and C.

8. SAVE YOUR WORK and PRINT.

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Score

The Streets of Laredo

Moderately ♩ = 120

Folk Song

Piano

Musical notation for the first system, including treble and bass clefs, notes, rests, and a slur over the first four measures.

5 **A**

Musical notation for the second system, starting at measure 5, including a box labeled 'A' and a slur over the first four measures.

9 **B**

Musical notation for the third system, starting at measure 9, including a box labeled 'B' and a slur over the first four measures.

13 **C**

Musical notation for the fourth system, starting at measure 13, including a box labeled 'C' and a slur over the first four measures.