

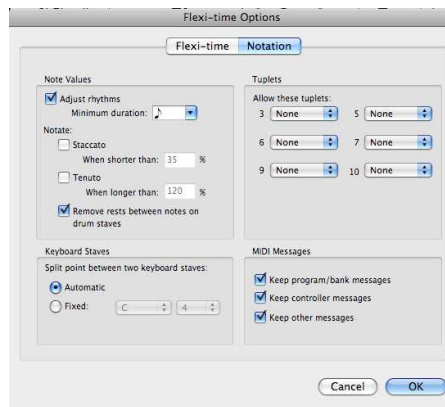
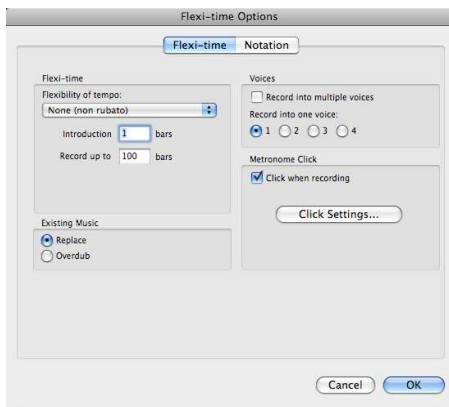


Beyond the Basics SIBELIUS 6

FLEXI-TIME NOTE ENTRY

Flexi-Time Entry is a method that allows us to record notes live using a metronome. Flexi-Time can prove a quick way of entering into Sibelius.

To get the most out of Flexi-Time, it's best to check the Flexi-time Options first. Go to **Notes > Flexi-time Options**. Your settings may vary depending on what you will be playing, but simpler is better to ensure useful results.




When you're ready to record:

- Select the rest in the score where you'd like to start entering notes
- Click on the **Record** button or type the shortcut **Ctrl+Shift+F** or **⌘+F**
- A metronome will start straight away, giving you a one-bar introduction
- Start playing on your MIDI keyboard after the one-bar intro
- Hit **Escape** (or press the **Spacebar**) to stop recording

EXPORTING AS AUDIO

Sibelius 6 has the ability to export our score as an audio file, which we can burn to a CD, email or upload to the internet. To export a score,

- Click on the Audio CD Icon  on the toolbar, or go to **File > Export > Audio**.
- Tell Sibelius where to save the file, and Sibelius will create a .WAV file of your score, which can be burnt directly to CD, or converted to an .MP3 for emailing or uploading to the internet.

DYNAMIC PARTS

As you work on your score, Sibelius is also working on individual instrument parts for you! To view these parts, use the drop-down menu to select an instrument. The score will turn Yellow to indicate that this is an individual part, not the Full score. Formatting adjustments made here **will not** affect the Full score.



You can print directly from the individual parts, or use the Parts window to help with setting up a large printing job. To open the Parts window, go to **Windows > Parts**.

Here you can tell Sibelius how many copies of each part you require. You can also do sweeping formatting changes that will affect all parts without having to edit each part individually.

FILTERING

Filtering is the act of selecting just one type of object throughout a passage of music. For example:

- Selecting **just** the lyrics (and not the notes) for the entire soprano line
- Selecting **just** the dynamics in the Violin I part
- Selecting **just** the chord symbols in a Piano/Vocal score

Once you have filtered objects such as lyrics, dynamics or chord symbols, you can copy and paste them into another part of your score, move them all simultaneously or even delete them.

Example: filtering lyrics



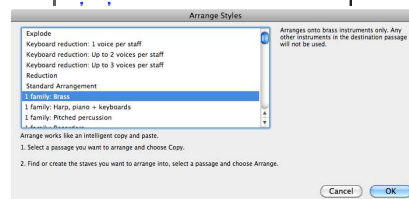
- Select a passage of music (everything in the passage should be blue, including all notes)
- Go to **Edit > Filter > Lyrics**. The lyrics will remain selected (blue) - everything else will be deselected
- Hold down **Alt** (Option on Mac) and click at the **beginning** of where you'd like the lyrics to appear (ie. under the first note in the Alto part, for instance)

ARRANGE FEATURE

The Arrange feature is an excellent time-saving copy and paste method. It allows you to select a passage of music which appears in, say, the right hand of the piano part and instantly arrange it for multiple instrument parts.



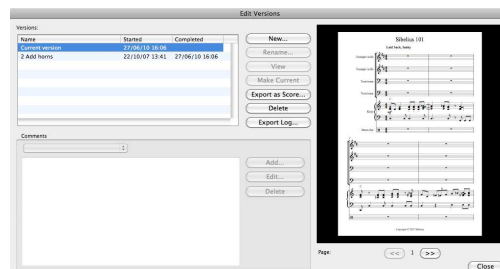
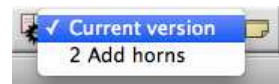
- Select the passage you'd like to arrange
- Press **Ctrl+C** (⌘C)
- Select the destination bars
- Go to **Notes > Arrange** and choose the family of instruments



VERSIONS


Sibelius's Versions feature allows you to keep track of progress on a composing or arranging project over an extended period of time.

- To save a version of your score go to **File > Save Version**
- Give the version a name and add some comments (ie. removed 2nd section)
- You can view the versions saved in your score by using the drop-down menu on the toolbar
- Previous versions have a crumpled-paper background
- Click on the **Edit Versions** button to manage the files (delete, sort, rename, edit)
- You can click on the **Export Log** button to export a list of the differences between versions
- You can also go to **Window > Compare** to view a list of the differences between 2 of the versions



PANORAMA VIEW

Panorama View is a very simple tool that displays your score in a linear view, from left to right without staff breaks. Panorama excellent view for inputting and composing, as it allows you to focus on the job at hand without the fuss of thinking about how your score should look.

- Go to **View > Panorama** to turn on Panorama View or click on the  icon on the toolbar.

When Panorama View is activated, Sibelius also does the following:

- Disables the Navigator, because there's only one page
- Switches on **View > Scroll Bars**
- Switches on **View > Staff Names and Bar Numbers**.