

“Anyone Can Arrange” – Dr. Alyssa Grey

Director of Wind Studies Berry College agrey@berry.edu

2023 Midwest Clinic – Chicago, IL - December, 20, 2023 - 1:15 PM - 02:15 PM

SELECTED COMPOSITIONAL DEVICES

Augmentation: lengthening rhythmic values. Also, increasing the interval within a chord.

♪♪♪ becomes ♪♪♪♪

Diminution: shortening rhythmic values. Also, diminishing the interval within a chord.

♪♪♪ becomes ♪♪

Canon: melody with 1+ imitations played after a given duration (measure, phrase, etc.)

-usually a strict imitation

Fugue: longer melody repeated with variations, generally alternating between tonic and dominant keys

-increased variation. First presentation called the “subject”. Second presentation usually varied.

Theme & Variation: melody that is varied melodically, rhythmically, or harmonically during iterations

Ostinato: musical phrase, notes, or rhythm that repeats

Programmatic: music intended to convey an impression of a person or event

Quotation: directly quoting music from another personal work or alternate composer

Reharmonization: changing underlying harmonic structure while maintaining the melody

Sequencing: repetition of melody at higher or lower pitch

Folk Tune: song passed down by oral tradition within a region, typified by a simple, modal melody

Introduction: beginning of a piece that establishes melodic, harmonic or rhythmic material

FINALE NOTATION SOFTWARE

To Start a New Composition

Open Finale > Click Setup Wizard.

This will allow you to determine the basic setup of your document.

“Document Style” refers to the page format and font type.

For example, clicking General>Handwritten Style (Jazz Font) will create the slanted, sideways font common to jazz music and includes information in the document such as Title, Subtitle, Composer, Arrange, Score/Part, and Copyright Inserts.

*Keep in mind you can change the score page and part page size from 8.5x11 to larger (recommended for large band or orchestra compositions) or from portrait to landscape orientation.

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Templates & Exercises

Ensemble Template

File>New>Document From Template.

There are many standard ensemble/education formats to choose from. Try one that looks similar and use the Score Manager tool to modify to your needs.

Create a Custom Worksheet

File>New>Exercise Wizard

Add scales, intervals, arpeggios. The Texas scales are pre-populated, just click desired range!

Use a Pre-Existing Worksheet

File>Open Worksheets & Repertoire

Repertoire: Pre-written songs that you can modify to fit your ensemble needs

Worksheets: Warm-ups, music theory, and my personal favorite - blank fingering charts

Add Instruments

Select the family of instruments you want>Click the instrument you want>Click Add.

You can change the Score Order to be Orchestral, Choral, Concert, Marching, or Jazz

Band, Orff, or Customized. You can save the ensemble settings if you wish. Click Next.

Input any desired score information. You can always modify this later.

Score Settings

Select your meter, key (specify major or minor – it’s important!), the number of measures (leave the default if you aren’t sure – we can add or remove them later), an initial tempo marking if you want (again, we can specify later), and a pickup measure if you want one.

Icons

Make sure you can see various palettes:

Click WINDOW at the top of the screen and select:

Main, Advanced, Navigational and Special Tools

Simple Entry and Simple Entry Rests

TOOLBAR HELPFUL HINTS

FILE:

Open Worksheets and Repertoire – Free music theory worksheets and repertoire.

Extract Parts – “Extract” parts to edit them and print without altering the score.

Export – Audio File (make a sound file of your composition) or **PDF** (of the score!)

Printer Page Setup – make sure to switch page sizes or orientation if you aren’t 8.5x11

EDIT:

Add Measures - to the end of the piece. There is a different way to insert measures.

Multi-measure Rests> Create – A great way to simplify parts! You can specify how you want the multi-measure rests done – i.e. one 16 measure rest or two 8 measure rests.

UTILITIES: (lots of goodies)

Transpose (highlight a section and specify the transposition)

Stem Direction – surprisingly useful for divisi sections

Change Instrument – and easy way to change your mind about instrumentation

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VIEW:

Scroll View to Page View and back (CTRL+E)

Zoom: Out (CTRL+SHIFT+) In (CTRL+SHIFT=)

DOCUMENT:

Edit Score: View and change the entire score (changes will appear in instrument parts)

Edit Part: Make changes to individual parts (changes will appear in score)

To make a change to a part and NOT the score, you must Extract it first

Manage Parts: Add other instruments to the same part. I.e. Clarinet 1 and Clarinet 2.

Page Format: Change page size and orientation (if you changed your mind).

Display in Concert Pitch: Allows you to write everything in concert key and transpose it back to the original key when you are done. Note: Check for accidentals and range.

Edit Measure Number Regions: Restart measure numbers between movements.

Pickup Measure: In case you decided to add a pickup measure after all.

MIDI/Audio: Play Finale through VST (better sound quality) or Play through MIDI

Tools: Many items, but available through the Palettes we have already enabled.

PLUG-INS:

Scoring and Arranging>Add Cue Notes - Highlight the area you want to make cue notes of before selecting. It will then let you select a place to add them.

Scoring and Arranging >Piano Reduction: Select parts to include. You need to “clean” music.

TG Tools>Cross Staff – highlight the section you want to cross staff>Go.

TG Tools>Easy Tremolos – Make each note of the tremolo half its value. I.e. if you want a tremolo between two notes to be held for four beats in 4/4, type two half notes. Select the number of beams (default 3)>Go.

WINDOW: Score Manager: Add, remove, or change instruments by double clicking.

Mixer: Adjust the volume for tracks as well as the Master volume and panning (L/R ear).

You can also type CTRL+SHIFT+E for a Mixer View of your tracks.

This allows you to mute a specific instrument or make it a solo.

Tips to Make Finale Easier



Playback Settings: Change the Playback Region to Leftmost measure. It will start at the left side of your screen. Otherwise, your composition will always start at the beginning when you click Play.

Listen to all the parts at once for a particular beat: CTRL+SPACE and hover over a note.

This is very helpful if you know there is a wrong note but can't isolate it.

- **Start music on a particular measure:** SPACEBAR+Click with the mouse.
- **Change a note to a rest (and vice versa):** R
- **Hide a Note or Rest:** H
- **Check Elapsed Time:** Click on a measure and type 3.
- **Move a measure up/down:** Click the measure and use the UP/DOWN arrow keys.
- **Transpose a measure:**
 - Up an octave: 9
 - Down an octave: 8
 - Up a note: 7
 - Down a note: 6



Clef Tool: Change a clef. The Treble clef icon is the Staff Tool.

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Measure Tool: Click the top left box of a measure to make it longer or shorter. Click the box underneath that to move notes within a measure. Right Click to Add Measures, Insert Measures, and Transpose. Double click on a measure to change the bar line, hide cautionary clefs, key, or time signatures, begin a new staff system, or break a multi-measure rest. As mentioned earlier, you can change it here from a 16 measure rest to two 8 measure rests.



Triplet Tool: Type the notes you want into a measure. For example, I want to have a 16th note sixlet. I will type all six 16th notes as regular notes. Then, select the Triple Tool, click on the first note, and select your settings. In this case, I will select eight 16th notes in the place of one quarter note, then click ok. Harp and piano parts often combine use of this tool with **cross-staffing**.

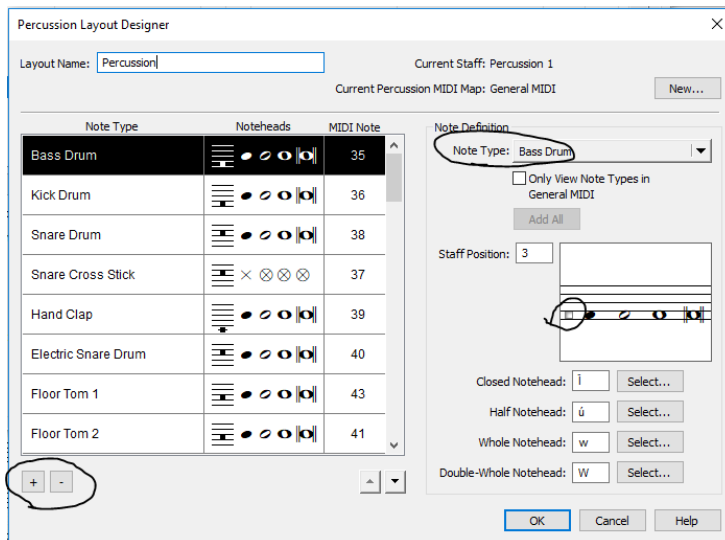
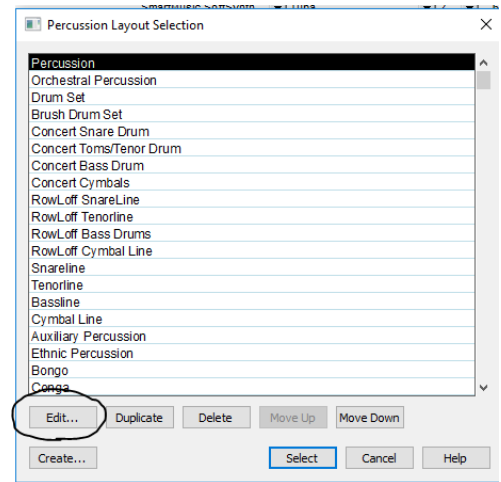
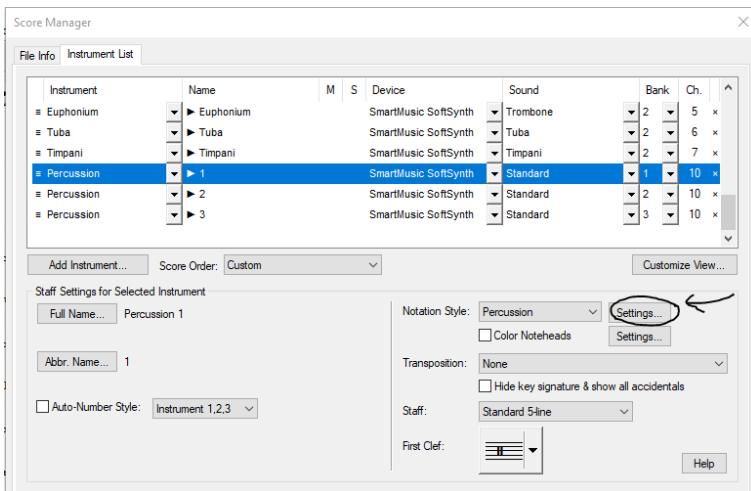


Lyrics tool: Click under the note you want to start the lyrics. If a word is split between two or more notes, put a dash between the syllables where they change. For example, sim-ple is sung over two notes.



Page Layout Tool: Insert a blank page (great for a Score Cover), Change the page size, and move staff systems. Click and drag a system up/down to change the appearance of your score.

Percussion Mapping: Window>Score Manager



Add new instrument or delete the one highlighted in black

Add (+) a new instrument or delete (-) the one that is currently black

Change percussion instruments or specific sounds (i.e. types of snare drum)

Move the note heads to be on a specific line or space