

Personal Composer for Windows

Release Notes for Version 1.1 DEMO

July 1, 1994

A 64 page DEMO mini-manual is available at a cost of \$7 which includes shipping.

These release notes contain two parts. The first part is a very brief Getting Started for those who did not get the DEMO mini-manual. If you do not have the DEMO mini-manual, it is highly recommended that you read this. The second part describes some new techniques not covered in the manual and some changes to documented features.

Note to SYSOPS: You may place this DEMO on your BBS for downloading if you'll promise to refresh it with a current DEMO version downloaded from the CompuServe MIDI forum every few months.

We recommend printing this file so you can refer to it as you work.

Getting Started with Personal Composer

Tool bar, palettes and secondary palettes.

The Main tool bar is a row of icons, or buttons just under the Menus. Click any one of these buttons with the left mouse button to activate the palette of tools associated with that main category. In the Staff tools you have tools for working with staves, clefs and key signatures etc. Each tool bar button (except Pointer tool and Zoom tool) has a different palette of tools.

Secondary tools and palettes: Some palettes contain special buttons that produce another palette or toggle to another variation of an object if you click it again, after it has already been selected. In the Notes tool you can click twice on the shaped notes, Ornaments and Accents to get another palette of choices. Also in the Notes palette you can click multiple times on the Dotted note tool for two and three dots. If you click a second time on the Sharp or Flat tool you'll see Double sharp or flat. In the performance tool you can get another palette of Dynamics by clicking a second time on the Dynamic button. Note that the currently selected button from a secondary palette appears as the button in the primary palette. The Pedal tool toggles between Pedal on and Pedal off.

Cursors, *focusing* and entering music.

To create notes and musical marks, just select a button from a palette and click (with the LEFT mouse button) on the score where you want to place the item. To delete an item, click with the RIGHT mouse button. (An exception is the **Zoom** tool, where LEFT button clicks zoom in and RIGHT button clicks zoom out.) When you point to an item with the cursor, a change in the cursor's shape takes place (typically a pointing hand or crosshair etc.) and a message is shown in the status line at the bottom of the screen, identifying the item and reporting some information about it. This ***focusing*** of an item can be done with the tool which creates it and the Pointer tool. The Pointer tool can focus, select, click or drag anything created by the user but cannot create anything. The palette tools can create items and also manipulate them as you can with the Pointer tool.

Double clicking items for dialog box.

If you double-click on an item the attributes dialog for that item will open. This includes staves, notes, dynamics, barlines, tempos, etc! Typically this dialog allows you to control the item's behavior and appearance. Note: an item should be ***in focus***, that is, pointed to with the cursor so that the cursor changes shape, before you double-click.

QuickKeys.

When an object is ***focused*** (either by the tool which created it or the Pointer tool) you can alter some of it's attributes by just pressing a single key, making it unnecessary to use the dialog or a

menu. For example: To hide almost anything, just focus and press **H**. (You must use Options/Show Hidden Items to find it again). With **A-tool** text and some musical marks, just focus and press plus or minus (on the numeric keypad) to enlarge or reduce the size of the item. These keys should be entered lower-case.

A few QuickKeys Follow:

<u>Tool or item</u>	<u>Key</u>	<u>Action</u>
Notes	s	Staccato
Notes	l	Legato
Notes	d	Dotted
Notes	x	Cross-staff note
Notes	g	Grace-note size (P for Petite size)
Notes	+ or -	Raise or lower (to sharp, double sharp, or flat
Text	b	Bold (U and I for underline and italics)
Barline	s	Single barline
Barline	d	Double barline
Barline	r	Repeat barline (B and E for begin and end fine)
Barline	Ctrl-End	End bar. Trim empty pages, systems, measures
Staff	Shift	Re-space line. (Engraver's or proportional)
Dynamic	Ctrl-+/-	Change the MIDI volume or MIDI key velocity

And many more.

Entering notes.

To enter notes with the mouse just select a value from the palette and click in a measure. To delete a note, RIGHTBUTTON click it. To convert a note to a rest Ctrl-RIGHTBUTTON click it. To change the value of a note without removing it select a new value in the palette and Shift-RIGHTBUTTON click it. To enter rests click on the rest button in the top left corner of the palette. This converts the palette into a **Rests** palette. To toggle back to notes, click the top left corner button again. (It shows a note when the palette shows notes and it shows a rest when the palette shows rests.) To beam or break the beam between notes, focus the note to the left and press SPACEBAR. To tie or untie two notes focus the note at the left and press **t**. To add space or remove space between notes or rests for all staves of a measure, position the cursor (between notes) and press **Ins** or **Del**. To move a note horizontally independantly of the note's beat position in other staves, just click and drag it right or left. To move a note vertically just click and drag. You can move a note horizontally or vertically by focusing and pressing **Ctrl** - and one of the cursor movement arrows. (left,right,up or down) **To make additions to a note** from one of the other tools or palettes in the Notes palette, just select the tool, such as Accents, and click on any note-head. More exapmles: Select the Sharp button and click on a note to make it sharp. (You could also have just focused it and pressed + to raise it to the sharp) Select the Dot button. Click it again and it becomes a doubly dotted note. Click it twice more and it goes to three dots and then back to one dot. Click on any note to add an augmentation dot.

Notes menu: Many attributes of notes can be changed by using the Pointer tool to drag a selection box around many note-heads and activating an option from the **Notes** menu.

Staves and staff systems.

Click on the current page icon (little blue page icon-button at the top of the page, in page view) to access the page layout dialog. From here you can change the number of staves in the Master system, the number of staff systems on the current page etc.

Adding and removing measures from a line.

To add a measure to a line just use the Staff tool or the Pointer tool to focus and click and drag the last barline on a system to left past the barline to its left. If you pass two barlines you will add two measures to the line. The measures will be *pulled* up from below.

To remove a measure from a line drag the next to last barline to the right past the last barline on the line. The measure will be pushed down to the next system.

Staff dialog, Clef, keys, time signature and MIDI layout.

The tools in the **Staff tools** palette are different from most other tools in that they don't create items. (with the exception of mid-measure clefs and keys) The staff tool (top left corner) can be used to move a staff or staff system, focus and move the margin box and move barlines. These can be done with the Pointer tool also but only the Staff tool can move the margin line. As with any item in Personal Composer, just move the cursor to the item, or any one of its handles and click and drag it to a new position. The handle of a staff is at the first barline and middle staff line, just to the left of the clef. (if the clef is not hidden) You'll know when you have focused a staff because the cursor will change to the staff-cursor, a short 5-line staff cursor.

The staff dialog, the clef dialog, the key dialog and the MIDI dialog can be opened by clicking anywhere on a staff. To change clefs for a range of measures, click on the target staff in the first measure you want to change. Key signature and time signature tools work the same way. The **MIDI layout** tool (top right corner of the Staff tools) is used to set the port, channel and initial patch of staves. Just click on each staff of a staff system. (Only needs to be done once, not once for all staff systems)

MIDI menu option MIDI ports.

You must install and Setup a MIDI driver using Windows Control Panel. Also you must use the **MIDI ports** dialog in Personal Composer to associate the program's ports A,B,C etc.. with the actual drivers on your system. Be sure to set a valid driver for Port A, MIDI Step entry, MIDI Record, and the Metronome.

MIDI Playback and Record.

If you click the Play button playback begins at the first measure on the page (or screen in scroll view.) This is actually controlled in the Playback Setup dialog. (MIDI menu Playback options). You can begin playback at any measure by moving the cursor into the measure and pressing the SPACEBAR. **Recording:** Single staff and split-staff recording is possible. See the **MIDI menu Record options/Record Setup**. You can start single staff recording on any staff and from any measure by first pressing the Record button, moving the cursor to the starting measure of the staff to record and pressing the SPACEBAR. Press SPACEBAR again to stop playback or recording.

Note voices and Lyric verses

Next to the buttons on the toolbar are four note-voice buttons. These appear as up and down stem notes. (The two right hand buttons have grace-note slashes through the stems) The top two buttons are the Principal and auxillary UP stem voices. The lower two buttons are the Principal and auxillary DOWN stem voices. The default voice (when all are black) is voice one. If you click on one of these buttons, you will enter notes into that voice of the staff. (Multiple buttons can be pressed for complex copy combinations)

Lyrics. When you select the **A** tools (text and lyrics) and select the **L** (Lyric) tool, the four voice-buttons become verse numbers 1,2,3 and 4. To enter verse one, click on the first note and press SPACEBAR to jump to next note. Press ENTER to quit entering lyrics. Press voice button 2, to enter the second verse etc. Remember to un-click voice-button 2 before going on to verse three, because any number of these buttons can be depressed. (Unlike, a radio, you must re-click these buttons to unselect them.)

Guides.

When the rulers are shown, you can double-click on a ruler to produce a non-printing guide-line at that location.

Print to Clipboard.

One of the unique features of Personal Composer allows you to Print a section of music onto the Windows clipboard for direct inclusion into Word processors and Page layout programs. Use the Pointer tool and drag-enclose a section of music and then select *Print to Clipboard* in the **Edit** menu. A metafile of the selected section will be placed on the Windows clipboard which can be pasted by other programs.

Cut/Copy,Paste.

When you drag-enclose a group of notes with the Pointer tool for copying with Ctrl-C (or Ctrl-Ins) the type of copy performed depends on what is enclosed. If at least two barlines are enclosed then whole measures are copied and everything in them as if you had selected **Copy Measures** from the **Edit** menu. If a less than two barlines are enclosed, then it will copy only the notes enclosed, as if you had selected **Copy Notes** from the **Edit** menu. **Copy Notes** is for streaming together parts of phrases, and **Copy Measures** is for replicating sections of music exactly. For pasting you can move the cursor into the target measure and press Ctrl-V, or double-click in the target measure (on a blank area) to set the flashing insertion bar, and then use the Edit menu.

Release Notes follow.

NEW in Version 1.1:

Repeat endings are now MIDI: You may specify up to four different pass numbers for an ending. The attributes dialog has edit fields for Pass A,B,C and D. To set a repeat ending to play during the 1st and 3rd time through, use two passes: A and B. Pass A should be set to 1, and Pass B should be set to 3. Leave unused Passes zero. The typical first and second endings would both use just Pass A, set to 1 and 2 respectively.

New QuickKeys to set a staff's patch and channel: Focus a staff and press **P** or **C** to set the patch or channel for timbre one.

New QuickKey to set the patch number in a Program-change MIDI event: Focus the MIDI event and press **P** to set a new patch number.

Step entry input of rests: Rests can be entered from the MIDI keyboard during step-entry with this procedure: **a.** Press the pedal as if to change note value. **b.** Press and hold the C below middle C. **c.** Select the rest value the same way you select note values. **d.** Release low C.

Keyboard method to switch main tool: Unfocused, press 1,2,3,4 or 5 for Staff tools, Notes, etc.

New way to set END bar and trim unused measures and systems: Focus a barline and press Ctrl-End to set an end bar and simultaneously trim remaining measures on line and remaining systems from page. Empty pages are also trimmed.

Now some QuickKeys can be applied to drag-enclosed notes: You can issue a QuickKey command to many notes at once by drag-selecting them and pressing the key. Currently the allowable QuickKeys are:

- 1) The *add interval* keys 2,3,4,5,6,7,8 (see below)
- 2) S and L for staccato and legato
- 3) N, P and G for Normal, Petite and Grace note size.
- 4) H for hide.
- 5) X for cross-staff
- 6) The Ctrl-arrow keys for movement of enclosed notes.

New keyboard shortcut for Jump to Page or Measure: Press ^G and then either p or m to be prompted to enter a Page number or Measure number to jump to.

Staff separation for new pages is taken from Scroll view staff separations: Scroll view staff separation is set by the New dialog or the Page-layout dialog and can be interactively customized. When you set Waldo Absolute ON and adjust staves on page one, Scroll view is also changed.

New QuickKey command for notes: To add a note an interval of a 2nd, third, fourth, etc, below another note, focus and press 2,3,4,5,6,7 or 8.

New QuickKey command for dotted slurs and ties: To make a slur or tie dotted, focus and press **D**.

Multi-measure rests: Double-click the Pointer tool in a measure to create the insertion bar marker and use the *Multi-measure rest* option in the Notes menu.

Note delete and change value: Now notes are deleted, rest and all with the RIGHT button or

DEL key. Now to convert a note to a rest you can **Ctrl-RIGHTBUTTON** click the note. (Similar to Ctrl-RIGHTBUTTON clicking a rest to convert to a note.) Also now you can change the value of a note directly by choosing the note value in the palette and **Shift-RIGHTBUTTON** clicking any note.

New Rest and note QuickKey: A quick way to hide a rest or note is to focus and press **H**.

New Staff QuickKey: A quick way to hide a staff in a staff system is to focus the staff's handle and press **H**.

New Barline QuickKey: A quick way to hide a barline is to focus the barline and press **H**.

New Text QuickKey: B,I and U for **BOLD**, *Italic* and Underline. Just focus (with Pointer tool or text tool) and press b,i or u.

QuickFont change: Any QuickFonts can be altered the same way as WinFonts without converting them to WinFonts first. For example a Text item set to a QuickFont can be scaled with +/- on the numeric keyboard, or altered with the Text menu dialogs, or by the new style keystrokes mentioned above. Of course, once changed they no longer have a QuickFont designation and are no longer affected by any change to the QuickFont they used.

Broken barlines: Now you can optionally connect the barlines between staves independently of bracing or bracketing them. Adding a brace or bracket automatically connects barlines. To toggle the connected barline on and off regardless of braces and brackets use either the Brace or Bracket tool and Ctrl-click between staves.

Engraver (auto) spacing or Proportional spacing option: Now you can optionally select proportional spacing of entered notes and rests, or automatic engraver spacing. See Notes menu.

Optional Key velocity or MIDI volume for dynamics and crescendos: Now you can set dynamics and crescendos to affect key velocity or MIDI volume. When it affects key velocity it acts like the staff fader on the mixer; i.e. it is centered around zero, adding a small positive or negative amount to the key velocities of notes. For example, if the key velocity for the staff is 96, the key velocity for the note is 4 and you place a *mezzo-forte* mark with value +5, then the note will play with $96+4+5 = 105$. A *piano* mark with setting of -5 would result in $96+4-5=95$.

Timbre option in Notes menu: Now you can select a group of notes to set the timbre. NOTES with a timbre setting of 0 are sent to the Default timbre setting for its voice (in the Staff-MIDI dialog). If the timbre setting is 1 to 4 then that timbre is used.

Separate barline settings for end-of-system and start-of-system barlines: Now when you focus a barline at the end of the staff system to change the barline type, it will not affect the first barline of the next system. Also when you alter the first barline of a system the previous end barline is unaffected.

Click the rulers for screen redraw.

Double-click the rulers to create a guideline. Double clicking in the top ruler adds a vertical guideline the height of the screen at the position of the cursor. Double clicking in the left ruler adds a horizontal guideline the width of the screen at the position of the cursor. These guides can be clicked and dragged. Guides created on the Master pages appear on all pages. (Left or right, depending on the master page if double sided)

Duplicate item keystroke: Now you can point at any graphic (dynamics, text, symbols, slurs etc.) and press Ctl-D to make a duplicate. This is especially useful for slurs.

Enharmonic menu item: The (flip) enharmonic option in the Notes menu operates on notes selected by drag-enclosing with the Pointer tool.

New QuickKey for flip enharmonic: New way to flip enharmonic is to focus a note and press **E**. Note: this constrains the new spelling to a simple enharmonic. To go directly to an extended enharmonic (double sharp or flat) you can press **Ctrl-E**. Flipping the enharmonic of any "white" key will automatically flip to either a double sharp or double flat. But F# and Bb (e.g.) can be

forced to be spelled E-double sharp and C-double flat with **Ctrl-E**. When flipping a "white" you can control whether it is reached from below with double sharp or from above with double flats by the direction of the Note hand-cursor. Finger to the right raises pitch and uses double flat. Finger to left lowers pitch and uses double sharp.

Insertion point: New flashing insertion bar for use with **Edit** menu *Paste*. Double clicking the Pointer tool will place the insertion bar at that spot. After the insertion bar is on the screen it is moved by clicking the Pointer tool at the new location. The insertion bar will vanish when you change tools or zoom levels, and after doing the Paste. The insertion bar indicates the position for inserting notes copied from the clipboard. (You don't have to use the insertion point to use the Shift-Ins Paste command, although you may.) If you don't double-click for an insertion bar, the position of the cursor indicates the insertion point. The flashing insertion bar is needed for the **Edit** menu *Paste* and is useful for selecting the insertion point precisely before you paste.

Note spacing: New way to add/subtract space between notes. Place Pointer tool or note cursor between notes (unfocused) and press **Ins** or **Del** key. You may also double-click an insertion bar to specify the insertion point.

New Edit menu options:

Copy measures
Copy notes

See next section for a description of the two **Edit** menu *Copy* options.

Notes menu: New in Notes menu:

Default durations. This opens another dialog box that lets you set the durations of notes to a percentage of their face values.

Auto beam beams balanced groups as you enter notes.

Auto rests displays temporary rests in empty measures.

Auto roll notes allows you to click and drag the mouse to continuously insert notes for step-wise runs.

Auto extend beats allows you to continue inserting notes in a measure beyond the Time signature, without having to change the Time signature at that measure.

Options menu: New in Options menu:

Auto save automatically saves your file (to AUTOSAV.PC) after you have made a certain number of changes, which you set.

Note-heads, Tablature Numbers:

To quick-change a note-head to percussion type (slash, X, etc.) or any other shape, focus on it and press Alt + to cycle through the available note shapes. Following the note shapes are numbers, 1 through 12, the tablature numbers, an extension of the palette set of heads. If you start with a solid head and press Alt - you will step through the note-head set in the opposite direction, beginning with the the tablature numbers.

You can create a TAB staff by making six staff lines, hiding the clef and making a vertical text block reading T A B. (Needs spaces to break lines)

Snap to beat QuickKey for notes: A note that has been moved off its beat can be snapped back by focusing the note and pressing HOME or SHIFT.

A note can be moved in two ways: 1) it can be moved off its beat, for making minor spacing adjustments such as to make room for accidentals. No other notes are affected by such a move. 2) the beat itself can be moved, in which case the position of that beat in every staff of the system is moved.

Tempo: Change tempo by pressing Ctrl and +/-, in any tool (with cursor unfocused). This is not real-time. This method is faster than using the Playback dialog or the mixer to set a playback tempo for music with no Tempo markings at the beginning of the music.

Zoom: Zoom up and back by pressing Alt and +/- or Alt Left-Button/Right-Button from any tool, with the cursor unfocused.

Quick staff solo/mute: In the staff tool, focus a staff (get the staff cursor) and press 'S' to solo and 'M' to mute a staff. Press again to toggle. This works in conjunction with the Key velocity mixer. Unfortunately there is no notational indication of the solo/mute status. You would have to open the mixer and look at the state of the solo/mute buttons. Make these changes between playbacks; it does not alter in real-time.

Slur thickness manipulation: At the lower Zoom levels, when a slur is shown selected (in red) only the top edge of the slur is shown, and only the handles for manipulating the hump. To manipulate the thickness and location of thickest point, use a higher a zoom level. Either drag-enclose the slur area or click on it until it is large enough and the double lines are displayed.

Adding staves: New method 1. Focus on the staff handle (get staff cursor) with the Pointer or the staff tool and press **Ins**. A new staff is added above the one in focus.

New method 2. With the Pointer tool, drag-enclose the first barline of a staff (as explained for Part Extraction). From the Options menu click Add staff. From the popup menu select before or after, and a staff is added accordingly.

Symbol size: Any text or symbols assigned to the Musical Symbols QuickFont can be scaled between the Grace, Petite and Normal size by pressing the gray + or - keys. (A little like the on-screen scaling of WinFont text).

Tie hump: Using the Notes tool or the pointer tool focus a note with the hand pointing right to make an up tie, and to the left for a down tie.

Staccato and legato affect MIDI. The visual marks and the MIDI effect are automatic for notes marked for staccato or legato. The marks are automatically placed above down-stem note-heads and below up-stem note-heads.. If you have two voices (up-stems and down-stems, then the marks will automatically be placed at the stem end rather than near the note-head. For this to be active you must have some notes in Voices 1 or 2, and some in Voices 3 or 4. (Counting up-stems principal and auxiliary as 1 and 2, etc.)

Metronome Patch setting: Now the Metronome dialog (MIDI menu) has an edit field for the Patch to send to the metronome's channel. This is useful for Multi-media boards which do not have real knobs to twist for manual setting of patches on channels.

Quick Refresh: If you have the rulers on you can just click in a ruler to refresh the screen.

CHANGED

MIDI step entry: When you depress the pedal and play one of the keys for changing the current note value, middle C represents an 8th note as stated in the manual. Note values get smaller (e.g. 16th, 32nd) going up the keyboard.

New copy/paste method: The method for selecting any notes for copy and paste, as described in the manual, is intended mostly for streaming notes, as in copying a motif to a different beat position or between existing notes, etc. and can span barlines when flowing the music into place.

The new copy mode is for whole measures. It copies all attributes of the measure, dynamics, text, all other types of measure-owned objects and the clef and signatures as well. With this copy you can easily replicate whole sections of music identically, having the same beaming and spacing accidentals etc.

The new method includes a very flexible technique for drag-enclosing a range of both staves and measures. An entire page can easily be copied this way, or copied to span two other pages. THIS NEW METHOD REQUIRES WHOLE MEASURES TO BE SELECTED (both barlines) AND IS NOW THE DEFAULT COPY MODE FOR **Ctrl-C** or **Ctrl-Ins** and is accessible from the **Edit** menu with the *Copy Measures* option.

The (streaming) mode is now accomplished by pressing **Shift-Ctrl-Ins**, or with the *Copy Notes* **Edit** menu option.

Specifying the staff and measure range to be copied

The first staff and barline are specified by what is enclosed at the top left corner of the selection box. The last staff and barline are specified by the lower right corner of the selection box. A shorthand method for enclosing an entire staff is to enclose only the first barline of a staff. You can copy a system by enclosing the first barline of the system from above the top staff to below the bottom staff. You can enclose any consecutive range of staves. If you cross staff systems the highest staff to copy is specified by the staves enclosed at the top of the box, in the highest staff system enclosed and the lowest staff to copy is specified by the staves enclosed at the bottom of the box, in the lowest staff system enclosed. If you enclose more than the first barline, the last measure to copy is specified by the right edge of the enclosure, on the bottom system.

The lowest specified staff must be greater to or equal to the highest staff specified or nothing is copied.

Example:

Imagine several staff systems of 4 staves each (as in the Mozart sample). If you position the pointer tool just above the second staff of the top staff system, and drag down and to the right until you have enclosed the third staff of the second staff system, then you will copy staves 2 and 3. The measure range is indicated by the horizontal positions of the box at the top left (first measure) and the bottom right (final measure). In the example below, measures 3 through 13 will be copied.

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The beginning point can be just before any barline and just above any staff of any system. To copy an entire page, enclose just the first barline area in a narrow rectangle all the way down past the bottom system. Then paste it anywhere! Note: target measures with any notes are skipped. The laying down of the staves is sequential. If you copied more staves than you allow room for in the paste, they will be ignored. If you copy systems with hidden staves and paste into systems with different or no hidden staves, you could get unexpected results. Use the Note voice buttons to select which voices to copy. The full-measure copy/paste as described above copies everything, including the key signature. To paste at cursor position use ^V or Shft-Ins. To paste with menu, double-click an insertion bar (flashing vertical bar) in the target measure and select Paste from the Edit menu.

Default Lyric font: The default lyric font must be a QuickFont and is disabled for WinFonts, even though it shows in the dialog box. Set up the default lyric font to the one you want. Then convert any single words to a WinFont to make it a different size, style or typeface.

RTC Frequency: This setting is at the bottom of the Playback Settings dialog box, which is opened by clicking MIDI menu/Playback options/Playback setup. RTC frequency is the rate at which MIDI controller data is sent out by smooth transitions. The setting is the time, in 4096th-note ticks, between data intervals.

256th notes: 256th notes have been removed. The highest note value that you can enter with

the mouse is a 128th note. Note: this does not affect the minimum MIDI quantization and Attack/Release alterations to the 4096th note.

Scrolling: Change: Scroll by pressing Shift+Arrow (previously was Ctrl+Arrow).

New way to use scroll bars: Hold Ctrl and move scroll bar thumb with the mouse. The view does not move until Ctrl is released. This way scroll takes place in one jump instead of several short ones. This is useful when you are working with the screen in scroll view; you can go all the way from the first measure to the last measure in one move.

Follow Music: Now only the staff lines turn red. Also, if you position the cursor on a staff and press SPACEBAR to start play, then that staff will be followed. An indicator is also displayed above the followed staff. When you click the Play button, staff one is the followed staff.

Mixer PLAY: When you start MIDI playback from the mixer, you can press the PLAY button while the music is playing to PAUSE it. Resume play by pressing it again. (It will later change to a PAUSE button after clicking it as PLAY).

Transpose menu: Any drag-enclosed notes can be moved on the staff as a staff-degree movement, but whole measures (both barlines surrounding a measure) must be enclosed for the chromatic transpose option. See the discussion about the new Copy/paste for techniques of selecting many measures.

If you don't want the cursor to jump to the next measure during click entry you can

- 1) Turn Auto roll notes in the Note menu off.
- 2) Enter the last note of a measure with Ctrl pressed before clicking.

If you intend to add several notes to a chord, enter the notes with Ctrl-click and the cursor will stay in vertical alignment with the chord.

Ignore statements in manual: At the bottom of page 34, ignore the comment about more rests appearing than you placed.

On page 36, ignore the comment about needing to refresh your screen after dotting a note.

BUGS

The red handle for dragging beams is slightly out of position for split-beam groups.

NOT WORKING

DOS PC file conversion The utility for converting DOS Personal Composer files to the PCWin format is not yet ready. Dr. Joseph Newcomer, author of the Blue manual, has been preparing the DOS-to-METACODE half of the work. Dr. Newcomer's work takes him all around the world speaking at conferences and working on projects. Dr. Newcomer is close to having a reliable conversion utility.

HINTS and CLARIFICATIONS

If something doesn't look right, refresh the screen by pressing Ctrl-R , or clicking the ruler.

If you expect the cursor to find an object (and tell you by changing shape, usually to one of several pointing hands) but the object is not found, move the cursor out of the measure and then back in or try moving to another tool and then back. If you come across this, let us know.

Staccato dots and legato dashes are automatic whether you set them by using the keyboard (S and L) or by clicking the dot Accent mark on a note. If you want a different placement of these symbols, you could place the draggable dot musical symbol by pressing Ctrl before clicking with the dot or legato Accent mark selected in the palette.

Remember: You can use **ESC** to quick-return to the previous Zoom level after a selective (drag-enclosed) zoom.

You can move dialogs. You can move dialogs in PERSONAL COMPOSER without a caption bar. Just click on any blank spot or on the border and drag to move the entire dialog.

Tuplet brackets and numbers are graphic add-ons to notes only. The internal designation of a note as a ratioed amount is set by Ctrl-clicking the Tuplet button in the Notes palette so that it appears check-marked, then returning to a note value to place notes of the ratio specified in the Set Tuplet dialog box (opened by selecting the Tuplet button and clicking a second time). The tuplet bracket is added afterwards to any note of the group, as a graphic element. If you wish to have a number only, then you don't even have to use the Tuplet graphic tool, but could place a Text object, which requires less memory. *Tuplet bracket/slur - number* combinations require more work to adjust, but they do allow total control over the placement and shape of the item.

If the end of a system does not align with the margin, just move a vertical margin a small amount and all systems will snap to the margins.

You might find the non-quantized mouse easier to use, especially at the higher zoom levels.

If the Notes palette vanishes, it is because you clicked the right mouse button over it. Get it back by right-clicking an empty place on the screen. The palette reappears under the cursor.

A quick way to move from one note to another in the Note tool is to press the tab key when a note is in focus (hand cursor pointing to it). Doing this also plays the note over MIDI. However, under some conditions (such as string instrument playback) a note may hang "on". If this happens, press and release the Ctrl key, or click **All notes off** in the MIDI menu.

The keys: A, B, C, D and E on page 88 of the manual refer to MIDI keyboard keys; i.e., the notes surrounding middle C specify a new note value if you press the sustain pedal while MIDI step entering notes, with 'C' as an Quarter note, etc.

For your info: Printed size of user-specified staff size (under Page setup) ranges from 1/8" to 4" high.

In the PCWin MIDI Port Mapper, you cannot access a MIDI driver by name as well as through the Microsoft MIDI Mapper. E.G. If the Microsoft MIDI Mapper refers to MUP401, you cannot assign both MIDI Mapper and MPU401 to PCWin ports. You may assign either one more than once, but this is not useful.

Staff patch setting: The Initial patch setting in the MIDI layout dialog (MIDI PLUG in staff tools) is intended for use with the 'Send Patches before Play' option in the 'Playback Options' popup menu. Remember: the last patch sent to a channel overrides any others sent before it. If you wish to have unique patches on each staff, make sure you have unique channel settings for each staff. For all new manuscripts of 3 staves or more the staves default to using the channels 1,2,3.. The exception in Personal Composer is when you create a new Manuscript of just two staves: **both staves are set to channel 1**, as a convenience for piano style music. Change the channel for staff two if you want to set a different patch on staff one.