

Finale 2008 Tips & Tricks

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New! in FINALE 2008:

- Enhanced SET-UP WIZARD: Document Styles w/pre-set expressions, articulations, layout.
- Expanded USER MANUAL, Tutorials & Context Help (w/search and index)
- Record or Import AUDIO (Studio View): Record a live performance. Import an mp3, WAV or AIFF. Use Tempo Tap to line up audio track with existing music.
- 250 GARRITAN Sounds: Orchestral, jazz, choral, marching percussion, world music and more
- Mass Edit & Selection Tools now combined into a powerful new SELECTION Tool (along with new UTILITIES Menu)
- Improved SCANNING with SmartScore Lite 5.5
- Expanded Finale KNOWLEDGE BASE available online at www.finalemusic.com/support.aspx
- SCOREMERGER Feature: Consolidate multiple movements into a single document or merge a collection of parts into a Conductor's Score
- BOOMWACKER sounds with colored noteheads (in Set-Up Wizard or Education Templates)

GETTING STARTED:

- Launch Window
- 60 Quick Start Videos (by subject)
- 2 Sound Fonts: SoftSynth and 250 Garritan Sounds
- Page, Scroll or Studio View with mixer
- Human Playback
- QUICKEST EDITING: **SELECTION Tool** (press ESCAPE Key 2x) and Contextual Menus (WIN: **Right-Click**; MAC: **CTRL-Click**)

SIMPLE NOTE ENTRY:

- Point & Click, Alpha Letters A-G or Step Time with MIDI Keyboard
- Adding Intervals (top row numbers), Octave Up/Down (SHIFT + arrow UP or DN)
- SIMPLE ENTRY Shortcuts (look under **SIMPLE ENTRY Menu/Simple Edit Commands**)
- To lock-in a command, use **CTRL** Key (Win) / **CMD** (Mac); To alter existing notes, use **ALT** (Win) / **OPT** (Mac)
- Laptop Shortcut Table (changes top row numbers to durations, Function Keys add intervals)
- STAFF STYLES (**STAFF Tool, Right-Click**) for alternate notation (slash, 1-2 bar repeats rhythmic notation, noteheads only, instrument doublings & more)

HYPERSCRIBE ENTRY:

- SET-UP in **HYPERSCRIBE Menu** before you play: Beat, Tempo; 1 or 2 staves; Quantization
- **REPITCH Tool** (enter Rhythm & Pitches separately)

New! CUT / COPY / PASTE IMPROVEMENTS with Selection Tool:

- Highlight Full Measure (click); Partial Measures (drag over beat(s); To delete measures, highlight Measure Stack (double-click), press SHIFT + END, delete.
- Transpose 2nd or Octave Intervals: Use **Metatools '6,7,8, or 9'**
- Copying OFF screen: Highlight region, go to target area (Win: **CTRL-click**; Mac: **OPT-Click**)
- To access Copy Filter before you paste: (Win: **CTRL-SHIFT-click**; Mac: **OPT-SHIFT-click**)

MARKINGS:

- Articulation Metatools: S-drag, A-drag; or Asterisk + Metatool (Tilda + Metatool on laptops)
- SmartShape Metatools: (S-Slur, < Crescendo, > Decrescendo; flip, align)
- Note vs. Measure Expressions: (Metatool '4' for "Forte")

PLUG-INS ("Applications that combine several steps into one"):

- Create M.M. marking
- Midmeasure Repeats, Split Measures
- Chord Analysis

- Auto-Harmonize, Drum Groove, Latin Percussion Plug-Ins
- Piano Reduction
- Create Coda ... and many more ...

REPEATS:

- **SELECTION Tool** or **REPEAT Tool** Contextual Menu (add repeats, endings w/correct playback)

LYRICS:

- Type in, automatic Word Extensions & spacing
- Changing Verses (click in staff, arrow UP or DN)
- Lyric Alignment Arrows

PAGE LAYOUT:

- Vertical Collision Remover Plug-In
- Deleting Extra Measures (**SELECTION Tool**, double-click to highlight stack, SHIFT+END).
- Resize Page (**RESIZE Tool**)
- Manually moving measures between systems (**SELECTION Tool**, arrow UP or DN)
- OPTIONAL: **UTILITIES Tool/Fit Measures** (lock in number of measures per system)
- Adjusting margins and spacing by dragging

IMPROVED SCANNING with SmartScore Lite 5.5:

- Improved recognition and accuracy of secondary voicings
- Mac or Win: When using the SCANNING Button, all settings are now automatic. (Check SmartScore's web site for compatible scanners: www.musitek.com/scanningnotes.html .
- Scan your music (brings in notes, key/time signatures, clefs, transpositions, page formatting). Assemble your scanned pages. Copy & paste scan into a new Finale document and edit.
- Scanning native to Intel based Macs; Imports SmartScore Pro 5.5 and SharpEye files (Win)

OTHER USEFUL FEATURES:

- Instant Orchestration (EXPLODE Command: **SELECTION Tool Metatool '2'**)
- Tempo Tap (STUDIO VIEW Window, **HYPERSCRIBE Tool**)
- Create an Audio File: MP3, WAV or AIFF (**FILE Menu/Save Special**)
- Open a Finale file in PrintMusic or NotePad; play and print
- Import/Export Graphics (**GRAPHICS Tool**)
- Use Finale to create your own SmartMusic accompaniment and assessment files.
SmartMusic 10.1 now with Audio accompaniments for band, jazz & orchestra, and IMPACT Gradebook (creates, manages, documents student assignments)

LINKED PARTS (DOCUMENT Menu):

- Linked Parts: Change a part and the score is automatically updated
- Unlinked Parts: Allows differences between the part and the score
- Create parts from a *divisi* staff
- *New!* Print Parts Window (print exactly what you need)

PERCUSSION NOTATION (Row-Loff Marching Percussion Sounds):

- Always use Set-Up Wizard or a Template (Percussion Map & playback sounds already set up)
- PITCHED (uses standard clefs and standard note entry)
- UNPITCHED (Percussion Clef, uses pre-assigned Percussion Map; click in notes or use MIDI)

OTHER ARRANGING TOOLS:

- Band-in-a Box Auto-Harmonizer Plug-In
- Rhythm Section Generator Plug-In (Win)
- Drum Groove Plug-In, Latin Percussion Plug-In

This helpful document made available courtesy of



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