

Finale Exercise 3: Upper/Lower Staff Voices

The image shows a musical score for two staves in 4/4 time. The top staff contains a series of chords: G4-C5, G4-A4, G4-A4, G4-F5, and a final chord with a fermata on G4. The bottom staff contains corresponding chords: G3-C4, G3-A3, G3-A3, G3-F4, and a final chord with a fermata on G3.

1. Create 2nd staff, system brace and pickup measure as in last exercise.

2. Enter the notes of the top voice on the top staff:

kp-6 **g** **c** **g** **a** **a** **g** **f** *kp-5* **e** **d** *kp-6* **c** alt-**a** **f** *fermata*

The image shows the top voice on the top staff. The notes are: G4, C5, G4, A4, A4, G4, F5, E5, D5, C5, A5, F5. The notes are marked with *kp-6* for the first seven notes, *kp-5* for the eighth note, and *kp-6* for the ninth and tenth notes. The eleventh note is marked *alt-a* and the twelfth note is marked *f*. A fermata is placed over the final note.

3. Enter lower voice on top staff: First click on **2** button in lower left of Finale window which shifts to layer 2 entry/editing. Then click on first E.

2 (*kp-6*) (**e**) **c** **e** **f** **f** **d** **b** **c** **c**

The image shows the lower voice on the top staff. The notes are: E4, C4, E4, F4, F4, D4, B3, C4, C4. The notes are marked with **2** (*kp-6*) (**e**) for the first note, and the rest are marked with **c**, **e**, **f**, **f**, **d**, **b**, **c**, **c**.

◦ Second layer notes are colored red (not when printed).

4. Add the top voice on the bottom staff (stems will flip later):

1 (*kp-6*) (**g**) **g** **c** **c** **d** **b** **g** *kp-5* **g** **f** *kp-6* **e**

The image shows the top voice on the bottom staff. The notes are: G3, G3, C4, C4, D4, B3, G3, G3, F4, E4. The notes are marked with **1** (*kp-6*) (**g**) for the first note, **g**, **c**, **c**, **d**, **b**, **g**, *kp-5* **g**, **f**, and *kp-6* **e** for the last note.

5. Add the bottom voice on the bottom staff in second layer:

2 (*kp-6*) (**c**) **e** **c** **f** **d** **g** *shift-↓* **g** **c** **c** alt-**a** **f**

The image shows the bottom voice on the bottom staff. The notes are: E3, C3, F3, D3, G3, G3, C3, C3, A3, F3. The notes are marked with **2** (*kp-6*) (**c**) for the first note, **e**, **c**, **f**, **d**, **g**, *shift-↓* **g**, **c**, **c**, *alt-a* **f** for the last note.

6. Erase the empty measures after the music and change the style of the ending barline to two thin lines.

7. To flip fermata, click on Articulation Tool (accented whole-note icon) then double-click on box attached to fermata. Change "Position" to "Below Note" (other fermata now needs manual vertical adjustment).

8. For slurs, click on "Smart Shape Tool" (slur icon) and double-click on first note to be slurred.