1. Type “n” to start note-entry mode in the default document.
2. Type “5” to set quarter-note rhythms. Then type “e” to insert an E pitch.
3. Type “ctrl/←” to transpose E down an octave if too high.
4. Type the letter names of other notes in melody.
5. Type number “0” to enter a rest.
6. Type new rhythm number before typing note name:
   - 6 = half note, 7 = whole note
7. Press “n” (or esc) to exit note-entry mode.
8. Press “n” (or esc) to exit note-entry mode.
   - Press ctrl/← or delete to undo any mistakes.
9. Click on first note, then type “ctrl/←-L.”
10. Type lyrics. Hyphens or spaces will advance to next note/rest.
11. When finished with first verse, click on first note again and type “ctrl/←-L.”
12. Enter second verse of music. Press esc key to exit lyric mode.
13. Double click on title and change it to “Mary Had a Little Lamb”.
14. Set the composer to “Edwin Pearce Christy”.
15. Click in measure after last note (do not click on rest).
16. Shift-click on last measure.
17. Press ctrl/←-delete to delete selected measures.
18. Click on measure 4 (or note in m. 4), and then press enter to add a line break.
Exercise 2: Octaves, Slurs, Fingerings and Labels

1. Create a new score with ctrl/⌘-n: Template file: General>Bass Clef.
   Key-signature 3 flats. Time signature 3/4. 4 measures.

2. Enter notes by first typing “n” for note-entry mode, and then:
   - Press esc, then click on last E, then click on flat in top menu to add cautionary flat.
   - Add slurs by clicking on first note of slur group, then type “s” to add slur:

3. Display palettes if not already visible by pressing F9.
   - Click on “Add palette”, then add Fingering palette.
   - Click on “Fingering” palette entry to view fingerings.
   - Drag a fingering symbol and release onto note.
   - Alternatively, click a note, then double-click on palette fingering.
   - If necessary, move fingering up by click-drag with mouse.

6. Select last barline of example, open “Barlines” palette and double click on single barline to changes its style.

7. Adding string numbers (using lyrics system):
   - Select first note and type ctrl/⌘-L.
   - Type the following text, using spaces to skip notes.
   - Press esc when done.
2. Right-click in last measure, and select “Measure Properties…”, then set “Measure Duration, Actual” to 1/4.
3. Enter music for bottom staff: type “n”, then rhythm “5”, then click on first note pitch and type:
   (note: `ctrl/⌘ ↑/↓` arrow transposes an octave, and ↑/↓ transposes by semitone).
4. Enter music for top staff: press `esc`, click on first rest, then type:
   (note: `ctrl/⌘ ↑/↓` arrow transposes an octave, and ↑/↓ transposes by semitone).
5. To remove the barline at the end of the example, click on the barline, then type the letter “v”. Do this on the second piece of the barline as well. The barline will become gray.
6. To hide invisible elements on-screen, go to menu “View” and uncheck “Show Invisible” (and uncheck “Mark Irregular Measures”).
Exercise 4: Upper/Lower Staff Voices


2. Enter music for top staff:
   - Select half-note duration
   - Enter note-entry mode
   - E4 5e d 6c

3. Add fermata to current note: Open palette “Articulations” (press F9 if palettes not visible). Double-click on fermata to add to current note.

4. Enter music for bottom voice on top staff: Click on “2” button to switch to 2nd voice (`ctrl-alt-2`, or ⌘-2). Click on E4 for first note, then type:
   - C e f f d b c c

5. Enter music for top voice of bottom staff: Click on “1” (`ctrl-alt-1`, or ⌘-1). Click on G3 at start of music and then type:
   - G c c d b g 5g f 6e

6. Enter bottom voice of bottom staff: Click on “2”, then click on C3 at start of music, then type:
   - C c f d g g `ctrl-↓` c c

7. Add fermata to current note: select fermata from articulations palette.

8. Add slurs: Press `esc` to exit note-entry mode. Click on first note of each slur and type “s”.