

Key commands or shortcuts are used in this document. Where modifiers are used they are shown e.g. for Undo as **Ctrl/Cmd-Z**, which means **Ctrl-Z** on Windows and **Cmd-Z** on Mac. On Mac the **Option** key used to be labelled as **Alt** and is generally now shortened to **Opt**. You will also therefore see combinations such as **Ctrl-Alt-1/Cmd-Opt-1** meaning **Ctrl-Alt-1** on Windows and **Cmd-Opt-1** on Mac.

Start the project

- To start a new project press **Ctrl-N** (Windows) **Cmd-N** (Mac)

Project setup & Vocal line

- To add a new solo player press **Shift-P** then type **lead** and press **Enter** (or click the add button).
 - **Double-click** on the staff between the clef and the rest (this will take you straight into Write mode and turn the caret on)
 - To enter the time signature / meter press **Shift-M** for the meter popover and in the popover press **C** for common time and press **Enter**.
 - To enter the key signature press **Shift-K** for the key signatures popover and then press **e** and press **Enter** (lowercase i.e. e = minor, uppercase i.e. Shift-E = major)
- The image shows a musical staff with a treble clef, a key signature of one sharp (F#), and a common time signature (C). The word "Lead" is written to the left of the staff. The notation on the staff consists of a whole rest on the second line of the staff, indicating a whole note rest.



Note: The note durations shortcuts are the numbers across the top of your computer keyboard. Bigger numbers are longer durations, and smaller numbers are shorter.

We'll be using: **7** = minim; **6** = crotchet; and **5** = quaver.

. (full stop) makes any of those durations dotted in length and the letters **A-G** on your keyboard are the pitches of the notes.

- To enter the tempo press **Shift-T** for the tempo popover, type **6 = 140** (where 6 = crotchet) or simply type e.g. **con moto** and press **Enter**.

To edit a selected tempo, press **Ctrl/Cmd-8** to open the properties panel.

Now enter the following:

- Making sure you still have the caret visible, enter a minim with pitch E by pressing **7 E** and then lengthen the note by pressing **Alt-Shift-Right Arrow**. This will lengthen the note along the rhythm grid, which is set to quaver by default. *(You can also use **T** to tie notes e.g. press **7 E T 5 E**, to enter the same thing, but that's often slower.)*
- Move the note up an octave by pressing **Ctrl-Alt-Up Arrow** (Windows) **Cmd-Alt-Up Arrow** (Mac).

If you have a MIDI keyboard you can also enter the pitches using that as well as the QWERTY computer keyboard.

- Press **5** to change the note duration to quavers and then press **D C**
- Press **6** to change the note duration to crotchets and then press **E D C B** to enter those notes.
- Press **5** to change the note duration to quavers and then press **G A B** to enter those notes, and then finish by pressing **6** for a crotchet and press **G**.
- Press **Enter** to turn the caret line off.

It should now look like this:



You can also Record notes in to Dorico with a metronome (like in a sequencer) by selecting a staff and using the red Record button in the top right corner of your screen.

Playback

To listen to the project at any point, you can use any of the following options:

- Select and note and press **P** to start playback from that location
- **Spacebar** will start and stop playback from the current play position
- **Shift-Spacebar** will start playback from the last start position (to re-play a section)
- **Shift-Alt/Shift-Opt-Spacebar** will start playback from the start of the current flow

Vocal harmony on same staff

- To enter the vocal harmony line on the existing staff, double-click at the start of the line, or select the first note and press **Enter**
- Press **Shift-V** to create a new 'voice' or rhythm line on that staff. (Note that in future you can just press **V** to toggle between the available voices and you'll see the orange note next to the caret change to denote the stem direction.)

Enter the following:

- Enter a C of length minim by pressing **7 C** and extend it once again with **Shift-Alt-Right Arrow** (Windows) or **Shift-Opt-Right Arrow** (Mac)
- Change the note duration to quavers by pressing **5** and then enter notes **B A**
- Change the note duration to crotchets by pressing **6** and then enter notes **C B A G**
- Change the note duration to quavers by pressing **5** and then press **E F G** (you won't need to specifically type the F sharp as it's in the key signature, just type F)
- Press **6** to change the note duration to crotchet again and then press **E**
- Press **Enter** to turn off the caret

*Quick tip: As the harmony notes and rhythm is very similar in this example you could also have selected the original notes, copied them and then use **Edit > Paste in Voice > New down-stem voice**. Then while the notes are still selected simply press **Alt/Opt-Down Arrow** twice to move the notes diatonically.*

Lyrics

- To enter the lyrics, select the first note and then press **Shift-L** and the lyrics popover will appear.
- Type in the lyrics, using **Spacebar** or **hyphen -** to move on to the next note. If you make a mistake you can use backspace or navigate between words using the left and right arrow keys.

If you'd like a lyric suggestion that fits the notes, try this (splitting the syllables with hyphens):

I do like lo-rem ip-sum when wri-ting text

It will then look like this:



Lead

I _____ do like lo - rem ip - sum when wri - ting text

String Section

Now create the string players.

- Press **Ctrl/Cmd-1** to change to Setup Mode
- Press **Shift-P** to add a new player, type **violin** and press **Enter**
- Repeat to add a second **violin**, a **viola** and a **cello** (*note that the violins will automatically be numbered*) and then press **Ctrl/Cmd-2** to change back to Write Mode

Violin 1

- Switch to Galley view using **View > Galley View** or shortcut **Ctrl-Alt-2/Cmd-Opt-2** so that all the music will be entered in one continuous system of music.
- **Double-click** at the start of the Violin 1 part, or **select the first bar or rest** and press **Enter** to start the caret
- To enter the long first note, press **9 G** for a breve (two semi-breves) and then press **T 7. G** (full stop is a rhythm dot) or **Shift-Alt-Right Arrow/Shift-Opt-Right Arrow** repeatedly to extend the note by a dotted minim as shown below.
- Press **5 A** to enter a quaver, then **S** to start entering a slur and then continue entering quavers under the slur by pressing **B G E F G A G F E**
- Press **Shift-S** to end the slur and **Enter** to turn the caret line off.

The Violin part should now look like this:



NB: You can also enter slurs after entering notes by selecting one or more notes & then press **S**.

Violin 2

Select the first rest in the Violin 2 staff

- Press **Enter** to start the caret line
- Press **6 E E E E** to enter four crotchet notes
- Press **Enter** to stop the caret line
- Hold down **Shift** and press the **left arrow** three times to select all the notes, or if you prefer selecting with a mouse, select all the notes in the first bar by clicking on the staff between any of the notes (but not on any of the notes)
- Press **R** three times to create four bars of the same

Viola

Select the first bar in the Violin 2 staff and then hold down **Shift** and select the last Violin 2 bar. (Shift will extend the selection so that all four bars are selected.)

- **Alt** and **click** on the Viola staff bar 1 beat 1 to copy the notes or use **Edit > Paste Special > Duplicate to staff Below**
- Select just the first viola note and press **Enter** to start the caret
- Press **L** to lock the note durations and then press **C** to enter the new pitch for two bars, and then press **B** to enter the new pitch for two bars.
- Press **Enter** to turn off the note input caret.
- Select bar 1 of the Violin 2 part and **Shift**-select bar 4 of the viola part. Now press **5** to change all the crotchets to quavers (separated with quaver rests).

Cello

Select the first bar of the cello part.

- Press **Enter** to start the caret
- Press **5** for quavers and then press the **Spacebar** to move the caret along by a quaver
- Press **G A 8 .** (dotted semi-breve) **C** and then **Alt/Opt-Shift-Right Arrow** to extend the note further to the end of the second bar.
- Similarly for the next two bars, press **5 Spacebar B G 8 . E** then **Alt/Opt-Shift-Right Arrow**
- Press **Enter** to turn off the caret

To see how the piece is starting to look when laid out on a page, switch back to Page view by pressing **Ctrl-Alt-1/Cmd-Opt-1** or by using the **View > Page view** menu.

Next, why not try adding some of the following.

Dynamics

To enter dynamics e.g. **mf**, with a note selected press **Shift-D** for the dynamics popover, type **mf** in the popover and press **Enter**

Articulations


To add accents or staccatos use the four keys to the left of the Enter key i.e. **[** for accents, **]** for staccato, **'** for marcato and **** for tenuto. You will also see them in the left-hand panel in Write mode. Select a note or notes and click on the button or use the shortcut.



Chord Symbols

To add chord symbols, select a note e.g. in the first Lead part and press **Shift-Q**. Then either type e.g. **C** and **Em** on your QWERTY keyboard to enter chords above the relevant beats or simply play the chords on a MIDI keyboard if you have one. You can move along to different beats using the **Spacebar** or move along the rhythm grid using the **Left/Right Arrow Keys**. For MIDI input options, see the Note Input options by pressing **Ctrl/Cmd-Shift-i** (the letter 'i' for Input).

Changing sounds

- To change the sound of the lead line from 'Aah' to flute or similar press **Ctrl/Cmd-4** to change to Play mode
- From the VST Instrument rack in the right-hand panel click on the  button to show the HALion window
- In the left column of the HALion window, click on the dropdown symbol for slot 1 (to the right of the Aah to Ooh Choir NoteExp sound)
- In the search area type 'flute' and double-click on Expressive Flute to load it into slot 1.
- Close the HALion window (it doesn't need to be open to playback) and press **Ctrl/Cmd-2** to return to Write mode.

*Note: You can press **F3** at any time to open / close the mixer and to manually adjust volume.*

Your piece may now look something like this:

