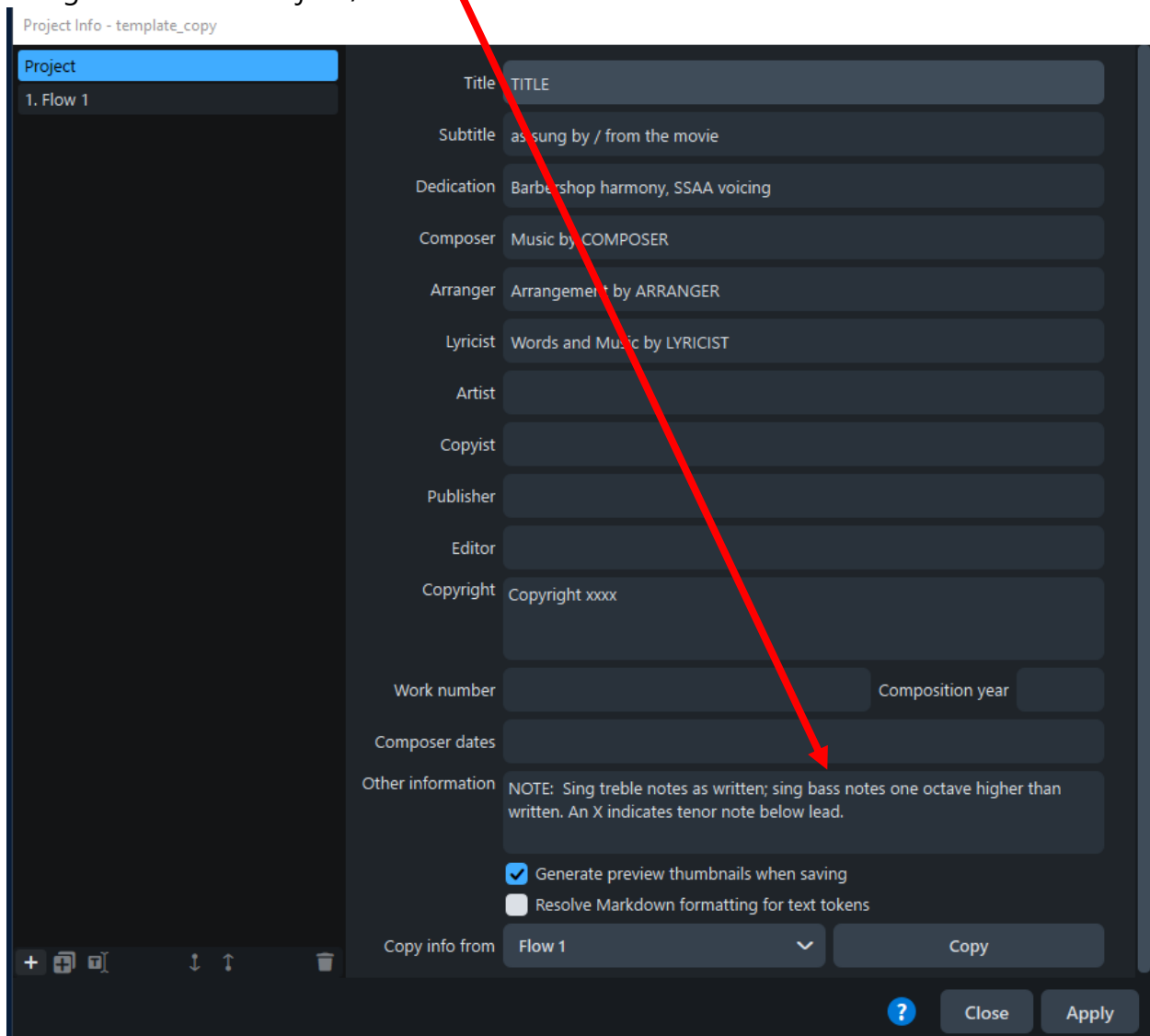


## Adding information to your template (Pro only)

A user contacted me saying she wanted to put a note into her files: “sing treble notes as written, sing bass notes one octave higher. An X indicates tenor below lead”. In Dorico Pro information like this can be added to your template, so that once you set it up, you don’t have to type it over and over. Here’s how. (Pro only – you can’t edit page templates in Elements/SE/iPad)

Start with your empty template. I’m using my template for this demo.

Ctrl-I / Cmd I to open the Project Info dialog. Enter your text into any field that’s not being used. I’ll use Project / Other Information



The screenshot shows the 'Project Info - template\_copy' dialog box. The 'Project' tab is selected on the left. The main area contains various fields for project information. A red arrow points to the 'Other information' field, which contains the text: "NOTE: Sing treble notes as written; sing bass notes one octave higher than written. An X indicates tenor note below lead." Below this field are two checkboxes: 'Generate preview thumbnails when saving' (checked) and 'Resolve Markdown formatting for text tokens' (unchecked). At the bottom, there is a 'Copy info from' dropdown menu set to 'Flow 1' and a 'Copy' button. The 'Close' and 'Apply' buttons are at the bottom right.

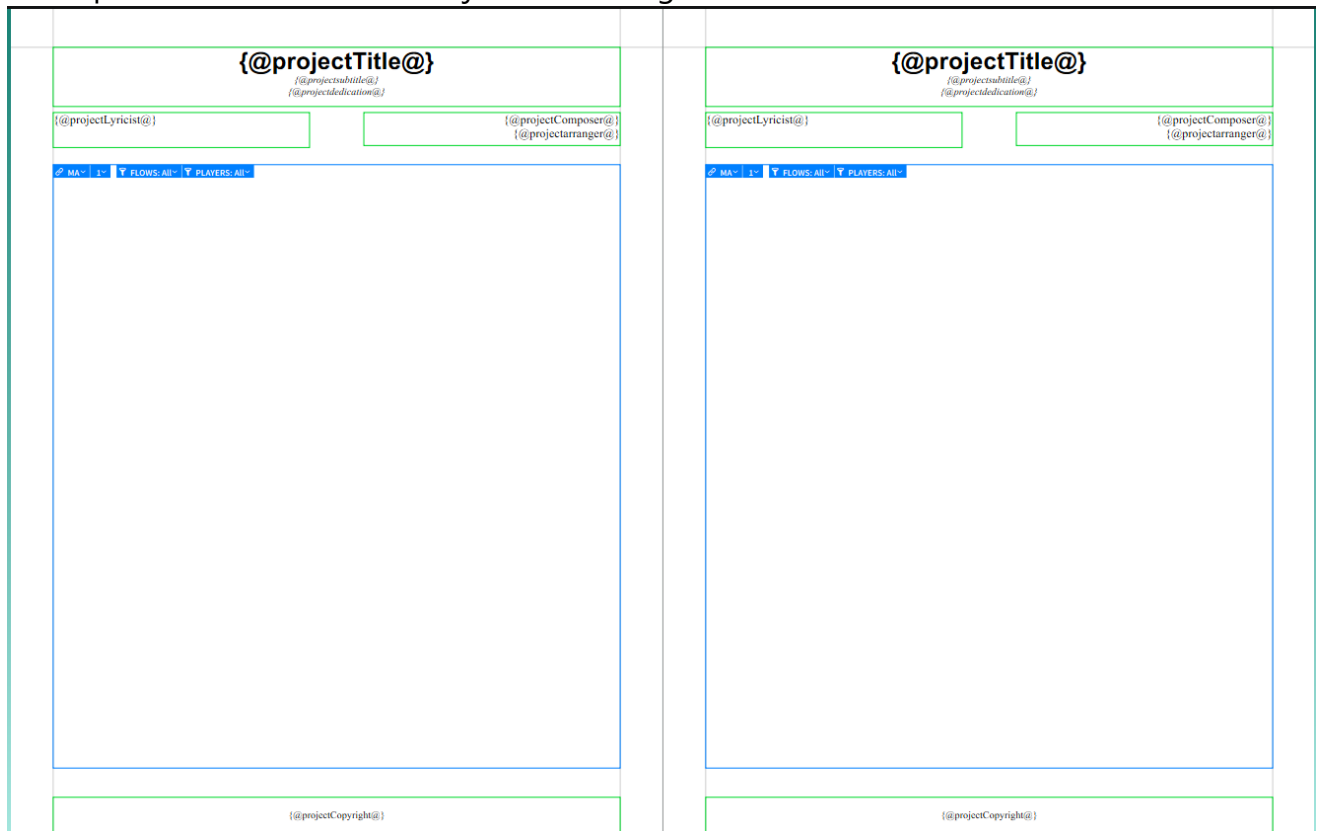
Field	Value
Title	TITLE
Subtitle	as sung by / from the movie
Dedication	Barbershop harmony, SSAA voicing
Composer	Music by COMPOSER
Arranger	Arrangement by ARRANGER
Lyricist	Words and Music by LYRICIST
Artist	
Copyist	
Publisher	
Editor	
Copyright	Copyright xxxx
Work number	
Composition year	
Composer dates	
Other information	NOTE: Sing treble notes as written; sing bass notes one octave higher than written. An X indicates tenor note below lead.
Generate preview thumbnails when saving	<input checked="" type="checkbox"/>
Resolve Markdown formatting for text tokens	<input type="checkbox"/>
Copy info from	Flow 1
Copy	

In your template, go to Engrave Mode. Ctrl-9 / Cmd-9 to open the right-hand zone

The screenshot shows the MuseScore 3.10.1 interface in Engrave Mode. The main window displays a musical score with three systems of staves. The first system has a Treble clef staff labeled 'Tenor Lead' and a Bass clef staff labeled 'Bari Bass'. The second system has a Treble clef staff and a Bass clef staff. The third system has a Treble clef staff and a Bass clef staff. The score is titled 'TITLE' and includes credits for 'Words and Music by LYRICIST', 'Music by COMPOSER', and 'Arrangement by ARRANGER'. The right-hand zone is open, showing the 'Pages' panel with page 1 selected, and the 'Page Templates' panel with 'Default Full Score' selected. The 'First' template is highlighted with a red arrow.

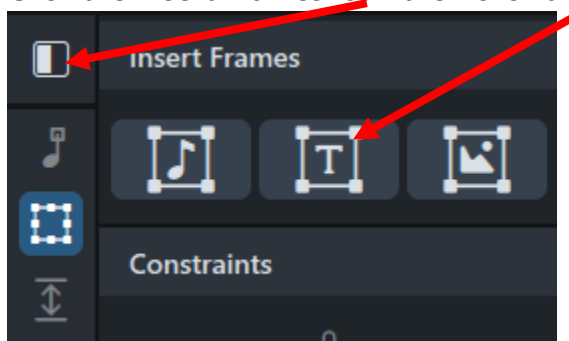
The page templates are on the far right. You'll be editing the page labeled "First"

Double click on the page labeled “First”. You’ll see this. Blue indicates a music frame. Green indicates a text frame. The strings beginning with @ are called tokens. The tokens correspond with fields in the Project Info dialog.

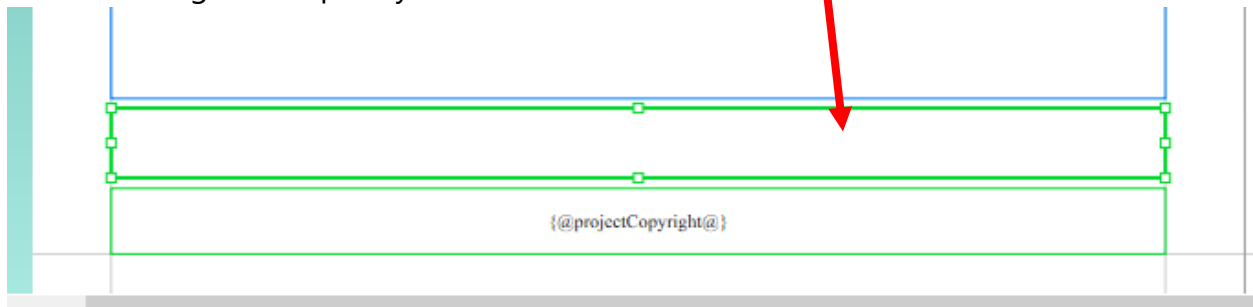


Next step is to place a new text frame. You can put it anywhere. I’ll put it on the bottom, just above the copyright symbol. On the left-hand page, click anywhere on the blue music frame to highlight it. In the bottom center there’s a square. Click that, then use Alt-up arrow / Option-up arrow to move the music frame upward.

Next you’ll add a new text frame. Ctrl-7 / Cmd-7 to open the left-hand zone. Click the Insert Frames icon then click the T (for text frame)

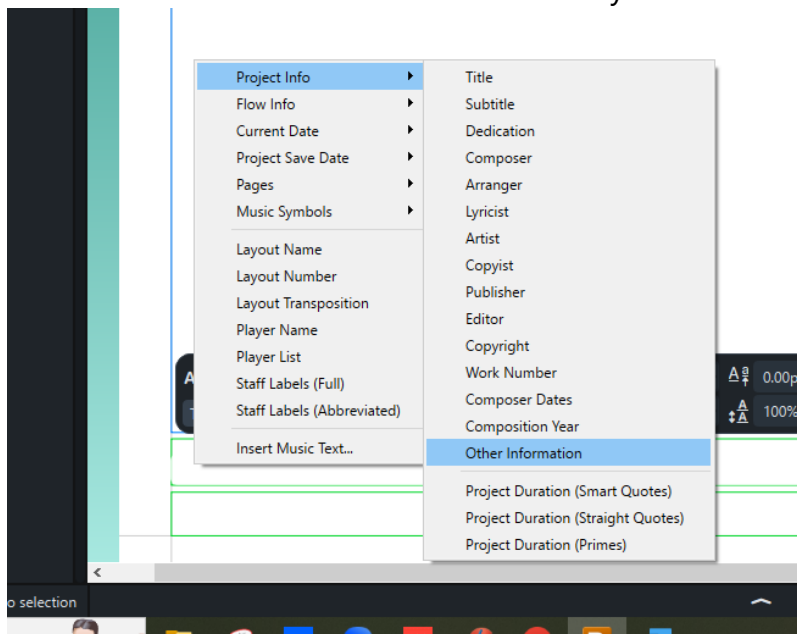


Click and drag in the space you've created to create the text frame.

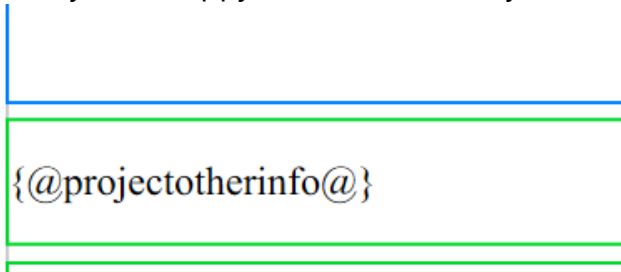


Now you'll insert the token. Double-click in the text frame that you've created, to activate it. A dialog box with all kinds of text formatting options will appear. Ignore that for the moment.

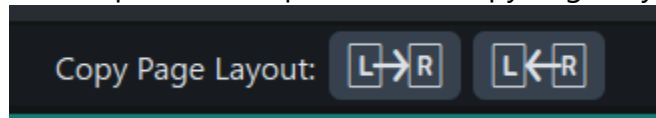
Now, right click once. Select: Project Info then Other Information (that's where I've put the text to be added. Select whatever field you've used for your information).



The token will appear. You can use the little dialog box to customize the font, font size, centering, etc. By default, the font will be whatever you've selected as your default text font. If you're happy with the defaults you don't need to do anything more.



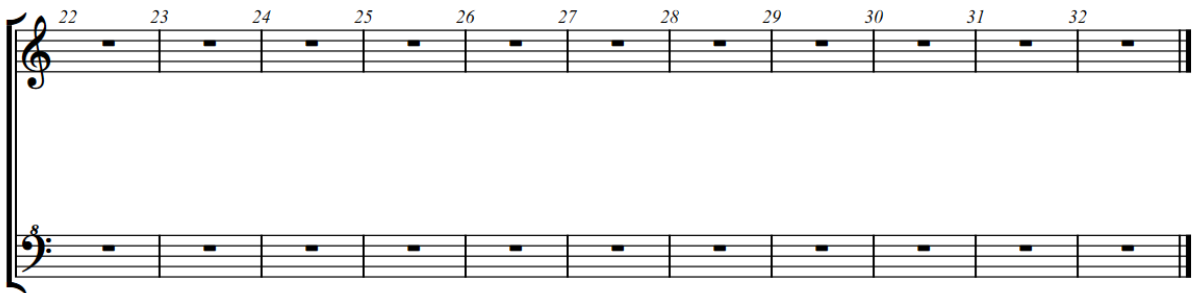
Last step! At the top, look for "Copy Page Layout".



Click on L→R, then click Apply. This will apply your settings to either left or right-facing title pages.

Click Apply and Close, then click Write Mode.

You'll see the text at the bottom of your template. It will be automatically added to any project created with this template. No re-typing every time you begin a project!



NOTE: Sing treble notes as written; sing bass notes one octave higher than written. An X indicates tenor note below lead.