

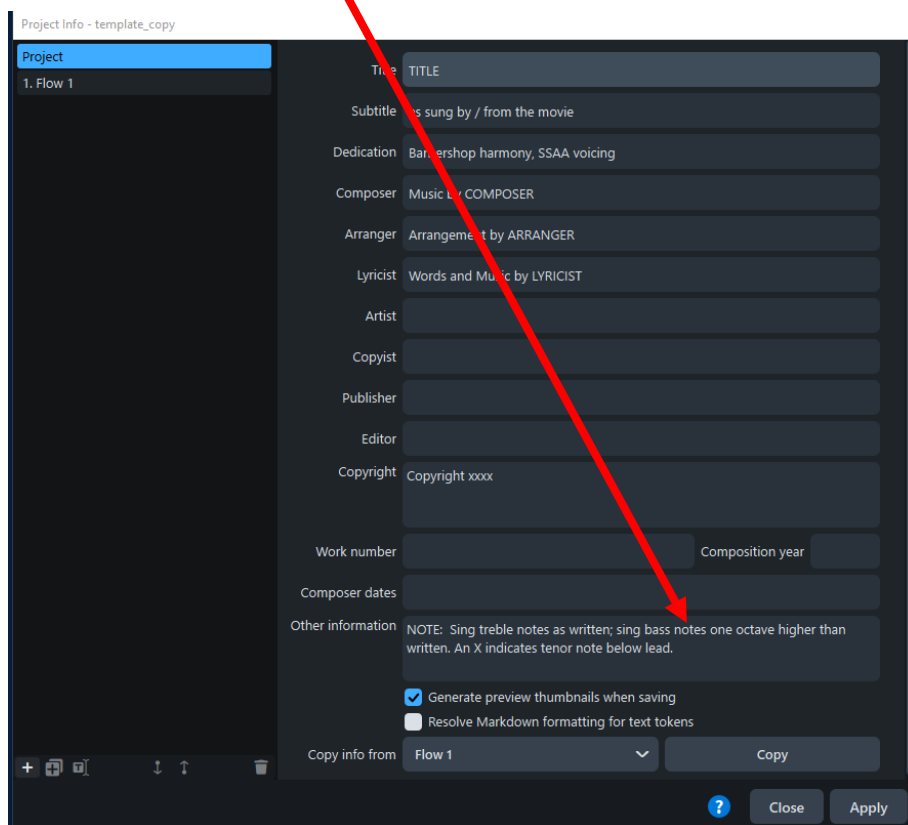
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## Add Information to Your Template (Pro only)

An arranger 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, boilerplate information like this can be added to your template, so that once you set it up, you don’t have to type it over again for every project. 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 in Dorico Pro. The 'Project' tab is selected on the left. The main area contains various fields for project information. A red arrow points from the text 'Project / Other Information' 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	is 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	Copy

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

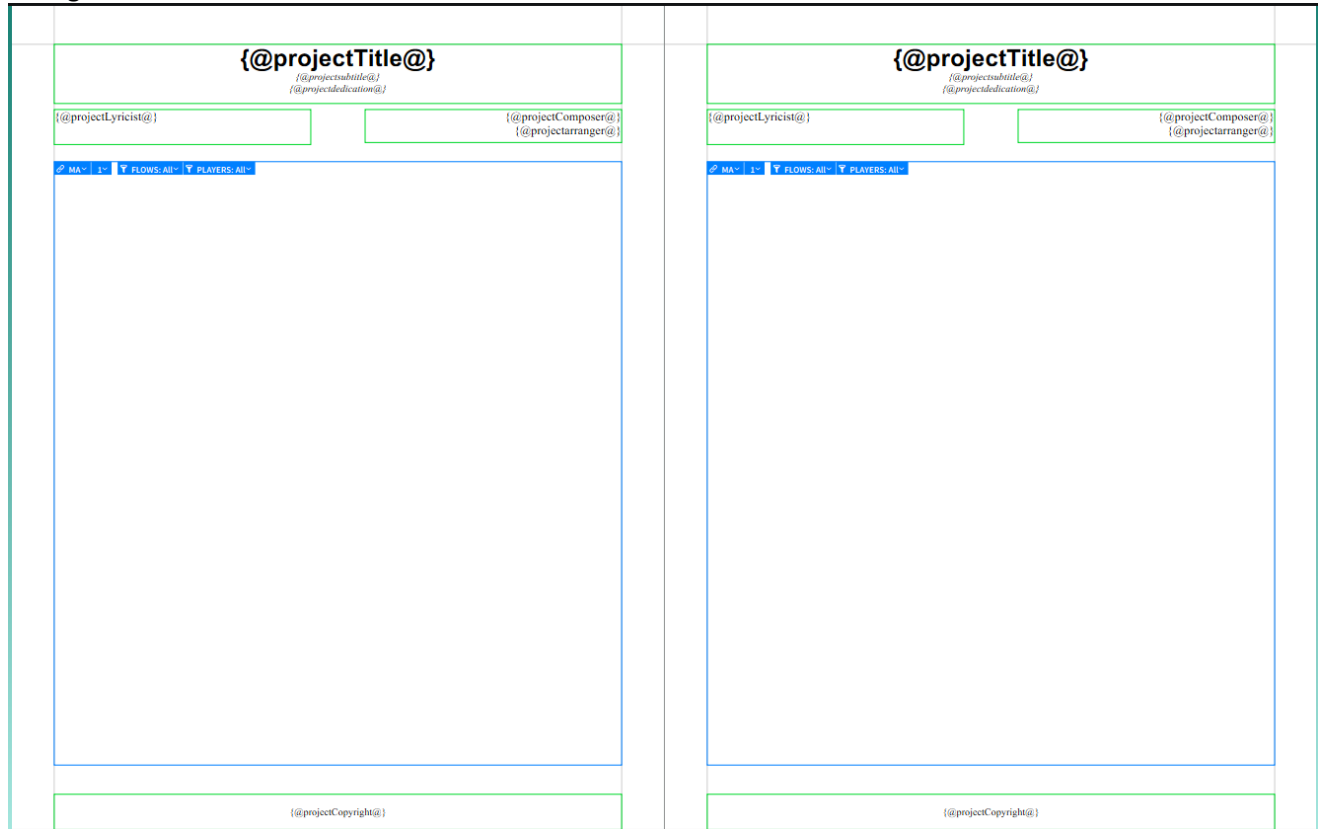
The screenshot shows a music notation software interface in Engrave Mode. The main workspace displays a score template with the following elements:

- Title:** A field for the title, with a subtitle "as sung by / from the movie Barbershop harmony, SSA4 voicing".
- Lyrics:** A field for the lyrics, with a placeholder "Copyright xxxx".
- Musical Staves:** Two staves are visible, labeled "Tenor Lead" and "Baritone Bass". The Tenor Lead staff has a treble clef and a key signature of one sharp (F#). The Baritone Bass staff has a bass clef and a key signature of one sharp (F#). The staves are numbered 1 through 32.

The right-hand zone is open, showing the "Page Templates" panel. The panel includes a "Pages" section with a page number "1". Below this is the "Page Templates" section, which shows a "Current set" of "Default Full Score". There are two template options: "Default" and "First". A red arrow points to the "First" template option.

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

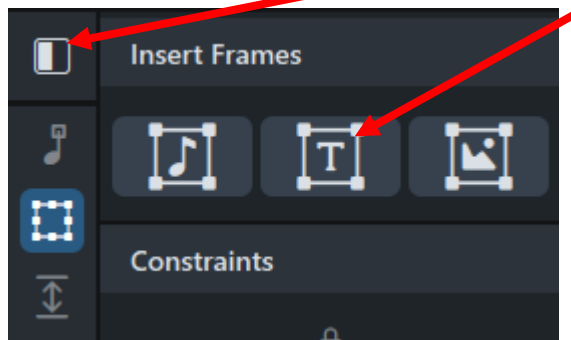
Double click on the page labeled “First”. You’ll see this. Blue indicates a music frame. Green indicates a text frame. The strings beginning with @ are called tokens. The tokens correspond with fields in the Project Info dialog.



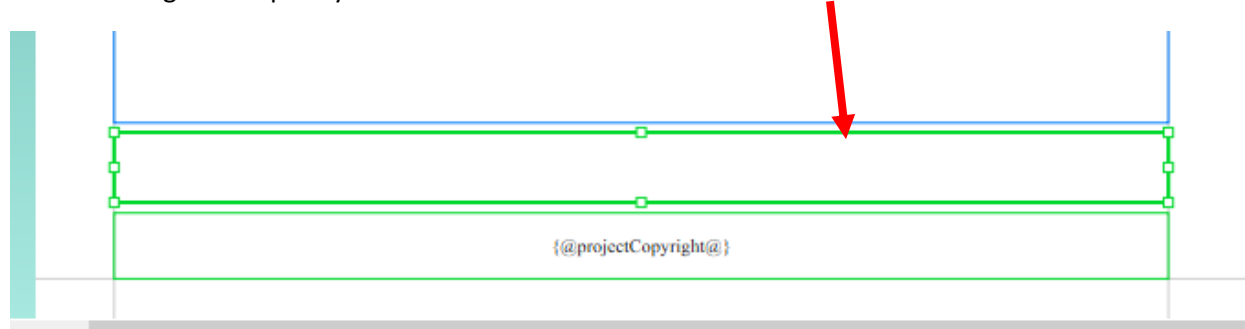
Next step is to place a new text frame. You can put it anywhere. I’ll put it on the bottom, just above the copyright symbol. On the left-hand page, click anywhere on the blue music frame to highlight it. In the bottom center there’s a square. Click that, then use Alt-up arrow / Option-up arrow to move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

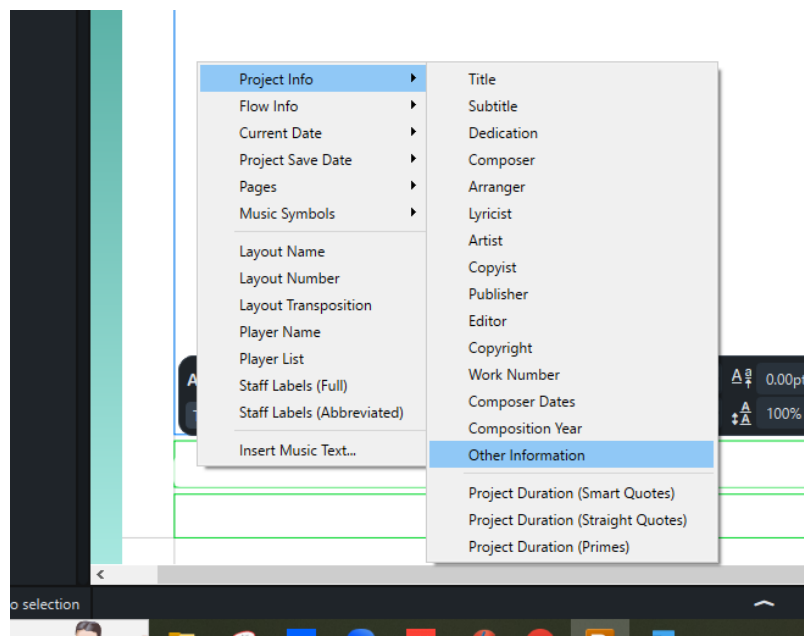


Click and drag in the space you've created to create the text frame.

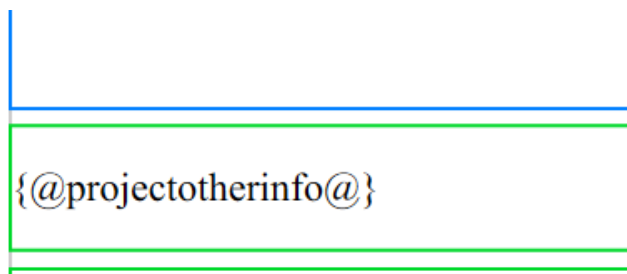


Now you'll insert the token. Double-click in the text frame that you've created, to activate it. A dialog box with all kinds of text formatting options will appear. Ignore that for the moment.

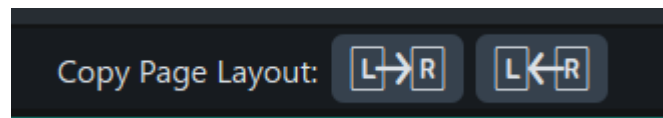
Now, right click once. Select: Project Info then Other Information. That's where I've put the text to be added in this demo. Select whatever field you've used for your information.



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.



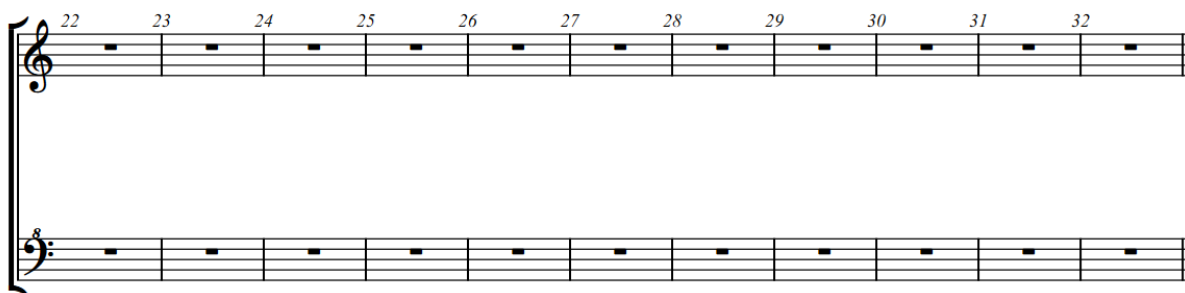
Last step! At the top, look for “Copy Page Layout”.



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.