This is a font created specifically to make Blank Music Manuscript to your own design, (for you to write the dots in yourself,) for any arrangement you might wish to create, from simple Plain Staves right up to advanced customized orchestral scoresheets. The main symbols are easy to learn, though there are many rarely-used symbols as well, and the symbols are dimensionally compatible for alignment.

There are some examples included with this zip file which are almost self-explanatory, which you can use when you've installed the font, or copy and paste sections from those if you find that easier. (Check the file "All-Treble-Bass-Alto-basic-characters.rtf" and you can keep what you want and delete the excess characters, then extend the lines with L.)

Selecting the "High Quality Print" option is recommended.

To make your own custom design, (which is how you'll get the most out of this font) read on

#### **EXPLANATION of KEYS USED:**

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With your Word Processor or other Program set to "Blank Manuscript" font ------

CLEFS -----

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ALTO, BASS, and TREBLE Clefs are to be found on the A B T keys.

Alto clef is onupper case ABass clef is onupper case BTreble Clef is onupper case T

(All 3 have the clef sign on the 5 lines of the staff, open-ended. You can close off the ends of the staves in various ways - see below.)

## To continue the 5 lines, press L for Lines (both upper and lower case L do this identically.)

A tip to create a slightly bigger space between staff lines is to do the stave at say size 40, and at the end of the line put a space at say size 48 or 50 - or even 60 for a wider gap. The space sign at the bigger size will drop the next staffline down a little. Then copy/paste the line to fill the page. Or put an in-between blank line at a small size like 8 points.

There are also symbols for most of the rare clefs including Tenor Clef, and some smaller sized clefs, plus some clefs with extra space underneath to write lyrics in, (see below in Rare Clefs section.)

FLAT SIGNS and TREBLE SIGNS -----

Flat signs are located on the numbers on the long row. Line 1 is at the bottom and 5 is at the top------

Flat signs on lines 1, 2, 3, 4, 5 can be found on keys 1, 2, 3, 4, 5 respectively Flat signs on spaces 1, 2, 3, 4, 5 can be found on keys 6, 7, 8, 9, 0 respectively ---and a similar system is used for sharp signs, below. **Sharp signs**----The original attempt to place the sharp signs on Numbers and SHIFT, i.e. on the punctuation marks ABOVE the numbers on the long row, was defeated by the fact that in different territories and on different systems, some punctuation marks had moved and didn't come out right - (e.g. like my Pounds Sterling key above 3, and others) - and as a result some sharp signs didn't show, so it had to be changed to the following (less elegant) way, on the letters BELOW the numbers in the long row.

## Sharp signs on lines 1, 2, 3, 4, 5 are on the letters underneath 1, 2, 3, 4, 5 respectively --- which are the letters q, w, e, r, t,

Sharp signs on spaces 1, 2, 3, 4, 5 are on the letters underneath 6, 7, 8, 9, 0, respectively --- which are the letters y, u, i, o, p, (they're all on the lower case letters)

When putting in sharp and flat signs, it could be easier to have this following table to refer to (the table alone is in a separate file) rather than working out which key brings up a particular line or space, (you soon memorise what you use most often --- for instance, I remember\_\_\_tipr\_\_\_ which gives the sharps needed for E on treble clefs, and obviously that also covers the keys of A, D and G.) and similarly \_\_397\_\_ gives the first three flats for treble clefs:

Treble clef Bass clef Alto clef	The k 1st. F# t r o	eys to 2nd C# i u e	press f 3rd. G# p o t	or the 4th. D# r e i	7 sharp 5th. A# u t w	os are - 6th. E# o i r	7th. B# e w u
Treble clef Bass clef Alto clef	The k 1st. Bb 3 2 7	eys to 2nd Eb 9 8 4	press f 3rd. Ab 7 6 2	or the 7 4th. Db 4 3 8	7 flats a 5th. Gb 2 1 6	are - 6th. Cb 8 7 3	7th. Fb 6 = 1

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TIME SIGNATURES-----

Time signatures2/43/44/45/46/4can be found on Upper CaseV, W, X, Y, Z.(this deployment has been chosen because you can remember 3/4 is W for Waltz Time, then<br/>they go up together in numerical/alphabetical order, and likewise down.)

Compound times	3/8	6/8	9/8	12/8
are on Upper Case	Η,	I,	J,	K

Common Time and Cut Common symbols can be found on semi-colon and colon respectively. (to help remember, Colon and Common begin with Co-  $\,$ )

2/2 3/2 are on lower case a and b, 7/4 and 7/8 are on lower case c and d, (c and d are the third and fourth letters, and 3 plus 4 = 7, if that helps you to remember where the sevens are), 5/8 is on small k (as used in POL-k-A), 9/4 and 10/8 are on endash and emdash (ALT + 0150, 0151) respectively.

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#### GUITAR TAB SYMBOLS-----

Four-string Tablature is on f & F for Four. Six-string Tablature is on s & S for Six.

(In both cases, use Lower Case to start the line and Upper Case to complete the line. Lower case has the lines and "TAB" written vertically, and Upper Case has just the lines to continue.)

And if you should want Banjo or any other 5-string tablature, it's on lower case "j" (as in BAN-j-O) and of course L or I will continue the 5 lines.

GUITAR CHORD BOXES -----

Guitar Chord Boxes are on G and g - (G for Guitar chord box)

• Upper Case G ------ has the chord box with a thick line across the top - for chords played near the nut,

• Lower case g----- has the chord box with an open top, for chords played higher up the fretboard so you can indicate the fret it's played on.

Chord boxes, or fretboard layout diagrams, for 4 and 5 string instruments such as Bass, Uke or Banjo, are on lower case x and z respectively.

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RARE CLEF SIGNS------

There's some of the less common clef signs, including Tenor Clef, on various punctuation marks, i.e. dollar, percent, circumflex, ampersand & asterisk, above the numbers 4 to 8 on my keyboard, however other countries are likely to have a different keyboard layout, so just try these keys to see if there's something you may require.

#### OTHER BLANK STAVES -----

Included is a staff intended for writing melodies with space underneath to put lyrics in - on M for Melodies. It's the same staff line as on L but just moved upwards a little to give the extra space. (Lower case m has the 5 higher lines with a Treble Clef Sign on, Upper case M has just the 5 higher-up lines without a clef).

*Please note:* This clef will be in the wrong place vertically to put in sharp and flat signs, key signatures and so on, so if you use this clef you'll have to write the sharps, flats and key signature yourself. But see the examples for Vocal+etc.

Also --- If you want a clef that's smaller (less tall) than the ordinary clef, but with the same horizontal spacing so it will align with other standard-sized clefs, there's one on slash (a plain clef) and backslash (with a Treble Clef).

#### CLOSING THE ENDS OF THE LINES and BAR-LINES -----

**BAR-LINES** use parentheses Left or Right, see below.

NOTE: The important symbols were kept on the letter and number keys, which are fairly standard all over, but some of the less important symbols are on those punctuation keys that might differ in various countries. If it comes out wrong on your system, all I can say is it's right on the systems we've tried, and they'll be in here somewhere, probably on a different key.

# With the brackets, brace and parentheses - which are all used to close off the staves, the left one is used for the left-hand side of the staff line (to start it), and the right one is for the right-hand side of the line (to close it).

Parentheses L/R ( above 9, 0 ) give a clef with a small vertical upright (the height of a bar line) - at the left / right of the 5 lines for left / right parentheses. These can be used both to enclose the lines and also for putting bar lines in the page.

Brace L/R, Brackets L/R (all of which are on the 2 keys to the right of P on my keyboard) will give the 5 staff lines closed off with tall upright bars. Brace gives a double upright - one thick, one thin. Brackets give a single tall upright.

A Big Upright is on Big U, and a small vertical line is on small v. The Big Upright is the maximum height, and the small vertical is the same height as a stave, like a barline. And there's a tall upright Bar, on Bar (which is to the left of z on my keyboard, with Shift,) which is the same height as the bar on upper case U but twice as broad.

There are some large brackets for enclosing groups of staves, such as you might want for large orchestral scores, on Upper Case N O P Q R, to make a more professional presentation.

P is simply a Perpendicular, but the shaped characters for enclosing staves are Upper Case N, O, Q, R, and they are designed to make the appropriate shape for the tops and bottoms, left and right. You would position them like this:

- N Q
- 0 R

Upper Case P is a thick Perpendicular (P for Perpendicular) which you would use to enclose as many staves as you wish, (in conjunction with N, O, Q, R as above) on both sides. Like this

N Q P P P P P P O R

You can see this in the various examples.

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OTHERS -----

Repeat marks are on comma (left) and period/full stop (right).

Hyphen is left as a sort of hyphen - it's just a thin line like a single staff line, with the same horizontal spacing as ordinary staff lines - in case you want to draw a line across for a Percussion Instrument, or a Title or Lyric Line.

And of course, Space is a Space, but with HALF the width or horizontal spacing as ordinary staff lines, so 2 space symbols will be the same width as a clef symbol.

Grave (on my keyboard it's to the left of 1 on the long row, or hold down Alt and type 0096 then let go) gives a staff line that is one eighth the width of an ordinary staff line.

On the very slight chance you will want manuscript in a clef and key which requires a flat or sharp sign in the space underneath the 5 lines, they're on = equals and + plus.

#### SYMBOLS -----

Symbols for p and f (piano and forte) are on less than / greater than < > (above comma and full stop) and m for mezzo is on Question, next to the lesser/greater signs on my keyboard. They can be combined to make mp, mf, ff, pp, etc.

These signs -- and other signs and symbols like Pedal Sign, Coda Sign and so on -- can be found on various punctuation mark keys, including above 1, 2, 3 in the long row, and others around the keyboard. There's a sort of logic to their layout, but in different countries the keys are likely to give different results to what is stated here, so it's probably best to just try the punctuation and see if there's any you might want to use. (But on my keyboard a Coda sign is on the at-sign - because of the visual similarity. Pedal sign is on underscore. A "Sign" symbol is on exclamation mark. There's also some rare clefs like tenor clef here.) They were only included in case you really need them to be printed rather than written in.

However, a Copyright symbol is deemed necessary, and also included are a "Registered" symbol and a TradeMark symbol. They are found in the conventional places, and can be accessed by holding down ALT and typing 0169, 0174 or 0153 respectively and letting go.

Staff lines with arco and pizz. above are on capital C and D respectively ---C for ar-C-o.

An empty circle above a staff line (to indicate sections by writing letters A, B, C or 1,2,3 inside for rehearsal marks) is on n. The actual signs for an A, B, C and D in a circle above the staff line can be produced by holding down ALT and typing 0188, 0189, 0190 and 0191 respectively and letting go.

The word "Page", for indicating page numbers, is on the # numbersign key.

The two quotes keys, (quote single and quote double) have symbols representing "Tempo is", and "play as triplets", respectively.

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### **INSTRUMENT NAMES**

And there's a huge number of Instrument Names (over a hundred) which can be printed on the manuscript. They are accessed by holding down Alt and typing in the relevant number - see the separate document dealing with this. Put them at the very beginning of the line for the best results.

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This font has been printed out on various point sizes from 30 to 40 and they're OK, and we find for most jobs 35 to 40 point is about the right size. If you want A3 size orchestral score-sheets, you can print one out at a smaller point size, (oriented Landscape) on your A4 printer then photocopy them up to A3 size, if you only have an A4 printer.

At different point sizes for the text, many of the staff-lines appear mis-aligned on screen, some horizontals even disappear altogether, but they print out fine. (The reason being that the resolution of a screen is not very good - especially with the thin lines of a stave - which will cause display problems, whereas a printer has high resolution and it comes out as intended.)

Hoping this is useful and not too complicated, all at Aah Yes Fonts