

G7 Hints & Tips – Getting Started

These Hints and Tips are a basic guide to getting around in G7 Kontakt Edition. Keyboard shortcuts for Mac are listed in italics.

Important Advice

Before entering notes or text in G7, it is a good idea to press the **Esc** key once or twice to make sure no notes, bars or text are selected. This takes G7 out of whatever mode it has previously been in.

The G7 Interface

- **Toolbar**

The toolbar is the strip of buttons across the top of the screen. With the exception of the transport controls (Play, Stop, Record, etc.) the buttons are labeled as to their function. The functions include Save, Save as Audio Track, Publish on G7Music.net, Scan (if you have PhotoScore installed), Undo and Redo, and the Guitar Guide. To hide the toolbar go to the **View** menu and un-check **Toolbar**.

- **Keypad**

The G7 Keypad is used to select note values and other musical symbols. Once selected, the symbols can be entered using the mouse. Once a rest has been selected in a bar, and a note value has been selected in the Keypad, the computer keyboard or a MIDI instrument can be used to input notes without having to click them in with the mouse. The G7 Keypad corresponds to the numeric keypad on your computer keyboard, so you can select symbols or note values by typing the corresponding keys off the numeric keypad. Note that the G7 Keypad has five different layouts that can be selected by clicking on the buttons under the word **Keypad**. You can also use the function keys **F8-12** to access the different layouts. To toggle the G7 Keypad in and out of view use shortcut **Ctrl+Alt+K** (*⌘+Option+K*) or go to **Window > Keypad**.

- **Navigator**

The Navigator can be used to move around the music by clicking on the highlighted area and then dragging with the mouse. To hide the Navigator, use shortcut **Ctrl+Alt+N** (*⌘+Option+N*), or go to the **Window** menu and un-check **Navigator**.

- **Fretboard**

Use the keyboard shortcut **Ctrl+Alt+F** or *⌘+Option+F* to bring up the Fretboard. You can also access the Fretboard by selecting it from the **Window** menu. The Fretboard has two uses: one, you can enter single notes or chords into a tab or notation staff by clicking on the corresponding fret on the Fretboard; two, when playing back any selected staff (selected within the Fretboard Options) you will see the position and voicing of the notes and chords appear in real-time on the Fretboard. Read more about the Fretboard and Fretboard Options in the G7 User Guide.

- **Properties Box**

The Properties box gives you local control over text, staff types, noteheads, trill intervals and bar rests/repeat bar symbols. To access **Properties**, use the keyboard shortcut **Ctrl+Alt+P** or *⌘+Option+P*, or go to **Window > Properties**. For example, if you would like to change a staff in your music from a five line staff to a one-line drum set staff, simply select a bar in the staff and then select **1 line (drum set)** from the **Tuning/ Staff type** drop down list.

- **Paper and Desktop Textures**

The texture or look of the paper and desktop can be changed or modified by choosing **View > Textures**.

Creating a Score

- **Setting up a Score**

When first opening G7, you are prompted to choose what you want to do in the **Quick Start** window. If you choose **New**, you are then taken through the **New Score** set-up process that allows you to choose your page format, instruments or tab staves, music font, time signature and tempo, key signature, and important text such as title, composer and copyright. At any time, you can quit this process, and all of these selections can be made later or changed at a later point.

- **Inkpen Music Font**

If you want your music to look jazzy and handwritten, choose **Jazz handwritten** when in the **House Style** section of the **New Score** set-up. This will apply the Inkpen music font and Inkpen text font to your music. You can also make this change later by going to **Fonts** within the **Format** menu.

- **Time Signatures**

To add a new time signature at any time hit **T** (for time signature) or choose **Create > Time Signature**. Select the time signature and then click in the bar of choice.

- **Key Signatures**

To add a new key signature at any time hit keyboard shortcut **K** (for key signature) or choose **Create > Key Signature**. Select the key signature and then click in the bar of choice.

- **Clefs**

You can change clefs by choosing **Create > Clefs** or you can hit **Q**. If you have a note selected before you choose a new clef, G7 will assume that's where you want it put. If you don't want the clef there, deselect everything first by pressing the **Esc** key. Then you can click where you want the clef.

- **Instruments**

To add instruments, hit **I** (for instruments). You can also go to **Create > Instruments**.

- **Tempo/ Metronome Marks**

To add a new tempo or metronome mark, first select a note where you want the tempo change to start. You can then hit **Ctrl+Alt+T** (**⌘+Option+T**) to access the tempo text style. A flashing caret will now appear. **Right-click** or **Ctrl-click** to bring up a list of tempo text markings such as note values (quarter note, eighth note, etc.). Once selected, the note value will appear above the note. You can then type the **=** key and then a number to complete the tempo mark.