

Setting up Sibelius (Mac shortcuts in italics if needed)

In this section, you'll ensure that the program is set up the way you like to use it, every time you want to turn it on.

1 **MIDI settings** if you have a purchased version of Sibelius, ensure that you've actually loaded Kontakt Player, and that you have the required MIDI drivers for your MIDI interface (if you are using one). This is all testable by going to: *Play>Playback and Input devices*. If in doubt, call tech support on 925 280 2101. Generally speaking, please only choose ONE device to use for playback. If all you see is your soundcard, then use that! Do NOT use Kontakt for playback whilst you are creating a score – wait until you have entered all of the notes.

2 **General Display Options** The icons in the top right of the screen allow you to choose which floating windows you wish to see whilst using Sibelius: you choose! Obviously only use the windows that you NEED, and turn off windows when you don't need them. This includes the keypad, navigator, playback window, parts window, properties box, Kontakt player and mixer. There are shortcuts to do this also.

3 **Preferences** Go to File>Preferences (*Sibelius>Preferences* on Mac). There are many choices here for layout, most of which are fine to leave as they are. Windows users: you may wish to go to the "Mouse" section, and check the box that says "Enable copying with mouse" – this allows you to copy notes, measures, objects etc by clicking BOTH sides of the mouse button at once.

4 **Note Input Options** This is important too: find this in the *Preferences* section (see 3 above), as well as **Score Position**. Sibelius will remember these settings in the future.

5 **Flexitime Input (live recording)** these options for when you want to record live are all in Notes>Flexitime Options: please check inside BOTH pages/tabs that appear, as choosing carefully will vastly improve the accuracy of live transcription.

6 **Live playback velocities** This feature (explained more in our user guide) vastly improves the quality of playback of your live performances, and of MIDI files if it is activated. To turn it on, go to *View* and click on *Live Playback Velocities*. Then, when you enter notes live or open a MIDI file, you'll see the velocities (volume levels) of all the notes in your score, which you can adjust by going to *Play>Transform Live Playback*. If you don't want to see the velocities displayed on-screen, go to the floating *PLAYBACK* window, and click on the "lightening bolt" you see there.

7 **Saving scores** Please be careful to remember WHERE you save scores in your computer's hard drive (NB the free demo of Sibelius does not save files). On windows they are typically saved in My Documents>Scores on your computer, but you can choose instead to create your own folder, perhaps on the DESKTOP, where you typically save your scores. You can also SEARCH for a score you might have lost in your hard drive by going to START>Search (windows users), and typing "*.sib" in the search box – that finds ALL the Sibelius files on your hard drive. Mac users, hit *Command + F* once you have hidden Sibelius: this launches the "Find" feature to allow you to search for files on your Mac.

8 **Tutorial Videos** Purchased versions of Sibelius v4 have excellent "quick start" videos that you can watch before trying anything: you'll find these in the Quick Start Dialog box that should open whenever you launch Sibelius.

9 **Chat Page** Go to www.sibelius.com and click on HELP CENTER if you want to find answers to just about anything! Also join our live chat site (free, and open 24/7).