

Music Tech Sibelius 7

Notation guide for

Mac

For HSC Stage 6 and Tertiary students

Tutorial 8 Transposition

Objective - to explain how to transpose notes in a score

Outcomes - by following this tutorial, students will gain an understanding of how to;

- avoid a common transposing mistake
- select a section for transposing
- navigate to Transposing window
- effect the transposing

Index

1. Set up for Transposing
2. Avoiding a common mistake
3. Select the section to be transposed
4. Transposing the notes

1. Set up for Transposing

1a. Launch Sibelius

1b. Download, unzip and open accompanying Sibelius Session "Rudolph the Red Nosed Reindeer".

2. Avoiding a common mistake

2a. A common mistake is to select notes, move them up or down to the new key, then change the key signature to suit. As an example select the first two bars and transpose them up one tone, by hitting the *up arrow* on the computer keyboard.

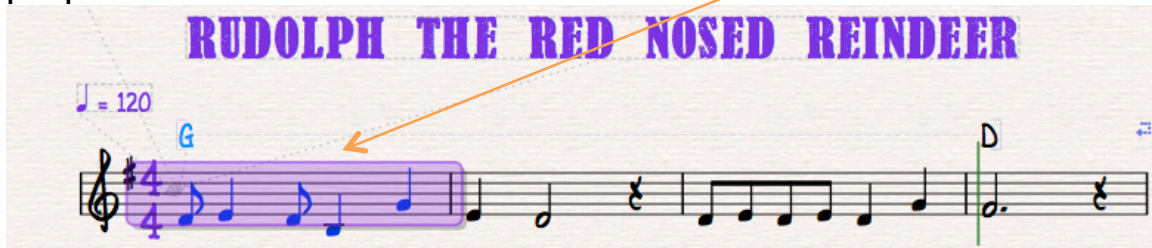
2b. You can see that moving the notes has not changed the key from G to A, as the note Middle C should be C# in the key of A.

2c. So what if we change the key signature? Type *k* to open the Key Signature window and select A major from the list.

2d. The cursor turns blue. Click on the existing G major key signature and it will change to A major. Note that the Middle C note now has a natural sign, and that the chord symbol is still G. So even though the notes have moved up a tone, they are not really transposed.

3. Select the section to be transposed

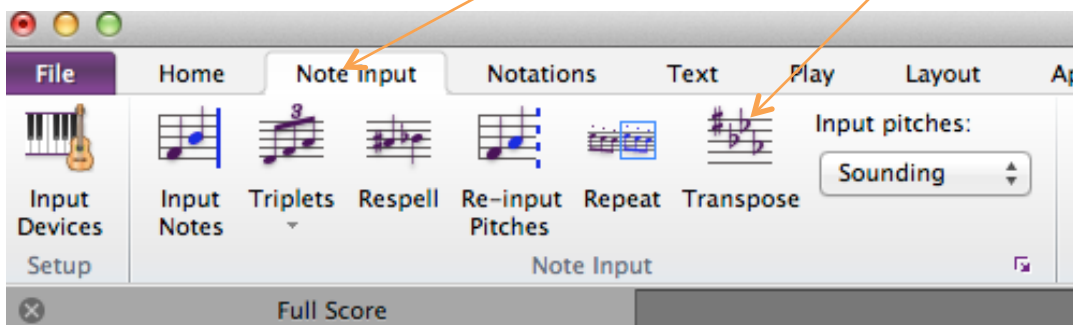
3a. Hold *shift* + *command*, and select the first bar, which will turn purple.



3b. Hold down *shift* and click the last bar. The entire score will be selected. A keyboard shortcut for selecting the entire score is *command+a*

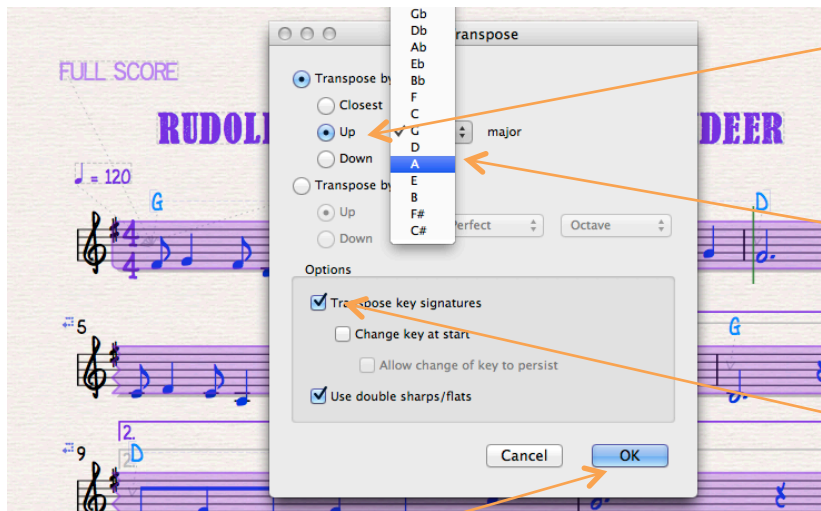


3c. In the ribbon click the 'Note Input' tab, then click 'Transpose'. A keyboard shortcut is *shift > t*



4. Transposing the notes

4a. The Transpose window will open. Click the 'Up' button and tick 'Transpose key signatures'. Click the drop-down menu which is showing the key of G major, and select the key 'A'.

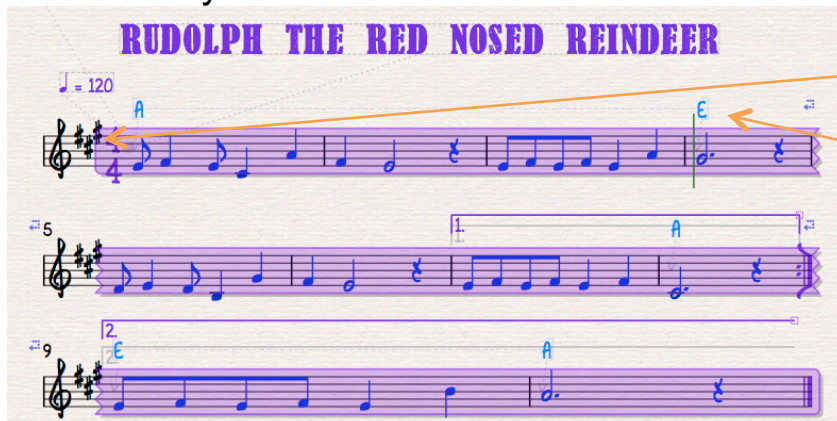


Click 'Up' button

Select new key from drop-down menu

Tick the 'Transpose key signatures' box

4b. Click 'OK' and the music notes will jump up to the new key of A major. Note that both the key signature and chord names change to the new key.



New key signature

Chords have automatically changed to the new key

4c. Click esc to see your transposed score.

