

Unit Six: Printed Score vs. Developing Score

Consider the musicals you outlined in Unit One. Select a few songs and examine the formatting as a point of comparison. Then, consider the following issues:

Page Margins: One half inch of white space around the entire page

Title: Use a 20-point font centered at the top of the first page

Percentage: Select the percentage tool and set it to 85% to maximize information on the page

System Margins: One half inch from the right, left and top, and one quarter inch on the bottom

Page Size: Print your score on 8 1/2 by 11 paper and print music on both sides of the page

Page Numbers: Include consecutive page numbers in the upper outer corners of your song

Header: Include the name of the song at the top of each page in a header

Footer: Include the print date "Updated as of [Date]" in the bottom right-hand corner in 10-point type

Clefs: Use a treble clef for female roles, a tenor clef (treble with an '8' below it) for male roles

Lyrics: Use a 14-point size (or larger) so any percentage reduction will result in at least a 12-point outcome

Repeats: Do not use repeats, write out the music so the performer can keep moving forward in the song

Stanzas: Do not use multiple verses with the same music (like a hymn), write it out

Measure Numbers: Include the number at the beginning of each system (or number every measure if desired)

Rehearsal Letters: Optional, but place at the beginning of a section (or a logical starting point)

Character Names: Place above the staff in a box at the point where the character begins to sing

Tempo Markings: Include a word for the speed and a word of description at the point of each new tempo

Dynamics & Phrase Marks: Including these assists interpretation and saves time in rehearsal

Expressive Markings: Including these assists interpretation and saves time in rehearsal

Binding: Prepare the song on three-hole punch paper so it is immediately ready to place in a binder

Paper Weight: If desired, print one copy for the pianist on heavier paper

***A note about crediting a copyright notice:** There is no need to list the composer and lyricist on each song or number if it is on the title page of the score. Placing them on each song means working back through the score to take them off if you need to submit an anonymous score. Similarly there is no need to place a copyright notice (©) on each page or even each number. The one on the title page will protect the entire work. Sometimes overuse of these two items will cause your score to be viewed as an unprofessional submission.*