





MuseScore Tutorial

Assignment: Notate the 1932 version of the Loyola fight song (found at <https://tinyurl.com/fightloyno>)

Setting Up

1. Open MuseScore
2. Click the “+” sign for “Create new score...” or go to File—New.
3. Enter title, subtitle, composer, and lyricist information for the fight song
4. Choose “Treble clef” as your template file
5. Select Bb Major as your key signature
6. Select 6/8 as your time signature and enter “8” for Number of Measures
7. Click “Finish” to create your score


Entering Notes

8. Click  at the top left of the screen to enable “Note entry” mode
9. Select the note value you wish to enter (to begin, a quarter note and a dot) and click on the staff to enter the note
10. To undo, hit Ctrl-z on your computer keyboard, go to “Edit—Undo,” or click  at the top of your screen
11. To enter a tie, first enter the note you need to attach the tie to. Then click the note value of the second note in the tie but do not enter it onto the staff. Click . MuseScore will automatically insert a note of the same value you selected and tie the two notes together.
12. To enter a rest, select the note value of the rest you wish to enter and then click . For example, if you need an eighth rest, first click the eighth note in the toolbar, then click the rest button, and then click on the staff where your rest should go.

Dynamics and Articulation

13. Use the menus on the left of the screen to select dynamics and articulation. Click the arrow next to a menu to select dynamics and articulation. To add to your score, click the dynamic or articulation you need and drag it onto the score. Make sure the note you are attaching the dynamic or articulation to turns blue before you let go of your cursor.


Lyrics

14. Click  to get out of “Note entry” mode.
15. Click the first note of the piece that you want to enter lyrics for so that the note turns blue.
16. Select the “Add” menu at the top of the screen and navigate to Text—Lyrics.
17. Begin typing your lyrics. Click the spacebar on your keyboard to move to the next note. Click “-“ (hyphen) to create a melisma (or a group of notes sung to one syllable of text)

System or staff text

18. To enter system or staff text (like “With spirit!”), select the “Text” palette on the left side of the screen
19. Select “System Text” and drag to the first note of the piece
20. Double-click “System Text” and change it to read “With Spirit!”
21. System, staff, and other kinds of text can also be entered from the “Add--Text” menu at the top of the screen

Formatting

22. To create a line break, select the “Breaks and Spacers” palette on the left side of the screen.
23. Click  and drag it to the last measure you want to appear on a line (so, for example, to have 4 measures on the first line, drag the Line Break to the 4th measure)
24. Let go of your cursor. The staff should now break into two lines.

Saving

25. Select the “File” menu at the top of the screen
26. Select “Save As.”
27. The default save option is as a MuseScore file (.mscz); this will allow you to continue editing your score in MuseScore
28. MuseScore’s other “save” options are under File—Export and include pdf, mxl, midi, mp3, wav, png, and many more.