

scoremusic

User manual for Web and App

Version 1.0

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USER GUIDE

Welcome to the Scoremusic paperless sheet music world!

GETTING STARTED

Step 1

Install the Scoremusic iPad Application on the <https://itunes.apple.com/ee/app/scoremusic/id1440738342?mt=8>

Step 2

Create a Scoremusic account via the App or on the Website app.scoremusic.me with your E-mail and password. The password should contain at least 8 characters including minimum one number, one upper case letter and one lower case letter.

BASICS

A registered Account is needed to use the Scoremusic services both on the WEB and the APP for logging in with the different types of users.

There are 4 types of users on Scoremusic platform:

1. Private user - Login with Username (E-mail) and Password
2. Orchestra/Music group admin ("Admin") - Log in with Username (E-mail) and Password

NOTE: Orchestra/Music group admin ("Admin") = Private user with at least 1 group

3. Group leader - Log in with Leader code* and choose the stand (if group has more than 1 stand)
4. Group player/s - Log in with the Player code* and choose the stand (if group has more than 1 stand)

* All the Leader / player codes are seen by the main Admin who shares them with the Group via email.

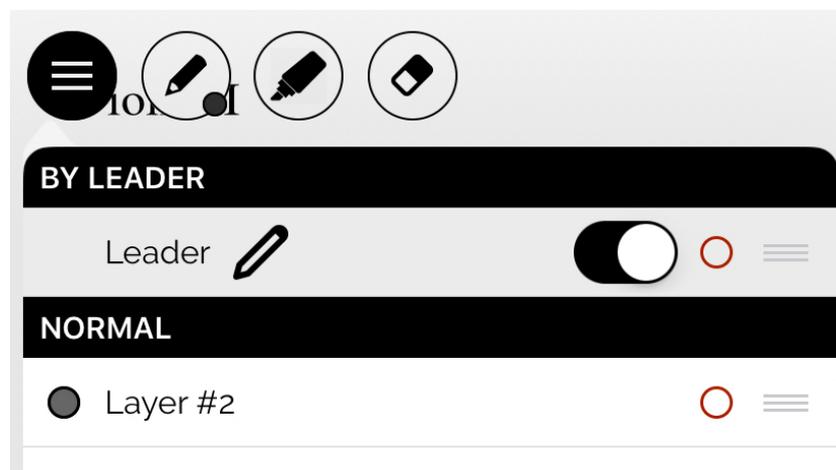
Having a Scoremusic account enables all your Data to be stored on the Scoremusic cloud and automatically synchronized across the WEB and APP online, in real time. All the data can be used offline as well with Your iPad! Your annotations and changes made offline will be saved and synchronized with cloud, once you are connected to the Internet.

NOTE: There are only a some actions that you can't do offline. These are:

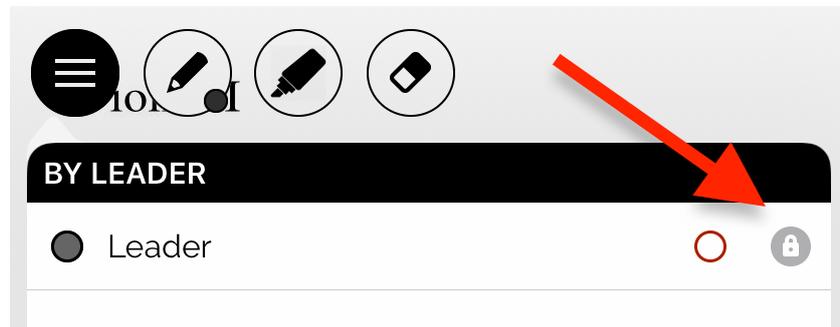
- adding a new layer for annotations
- adding new bookmarks and shortcuts for navigation.

For Group users

Group users can get the access to group content using the linking code shared by the Orchestra/Music group admin. Group leader and Group player/s have different linking codes and different rights for the same content. The group leaders can read the music, add layers for annotations, add bookmarks and shortcuts, switch a Simple layer to Leader layer, making it mandatory and visible for Group players.



NOTE: The Leader layer marked with the locked image is not editable by the Group player. The group player can make it invisible only.



NOTE: Group players can read music, add personal layers for annotations, use bookmarks and shortcuts, and see the annotations and changes made by Group leader online in real-time.

NOTE: Annotations made by the Group leader are visible for Group players by default. All the annotations and changes that are made offline by Group leader will be synchronized and visible again once the tablets are connected to the Internet.

FUNCTIONALITY FOR THE WEB AND APP

Differences between WEB and APP

The WEB is focused on uploading and administering the sheet music, creating and sharing setlist with the Group. In addition, you can read the music with your annotations made in the APP via WEB using a bigger screen.

The APP is focused on reading and annotating sheet music digitally with iPad (with any tablet in the near future) and stylus.

FUNCTIONS AVAILABLE IN WEB:

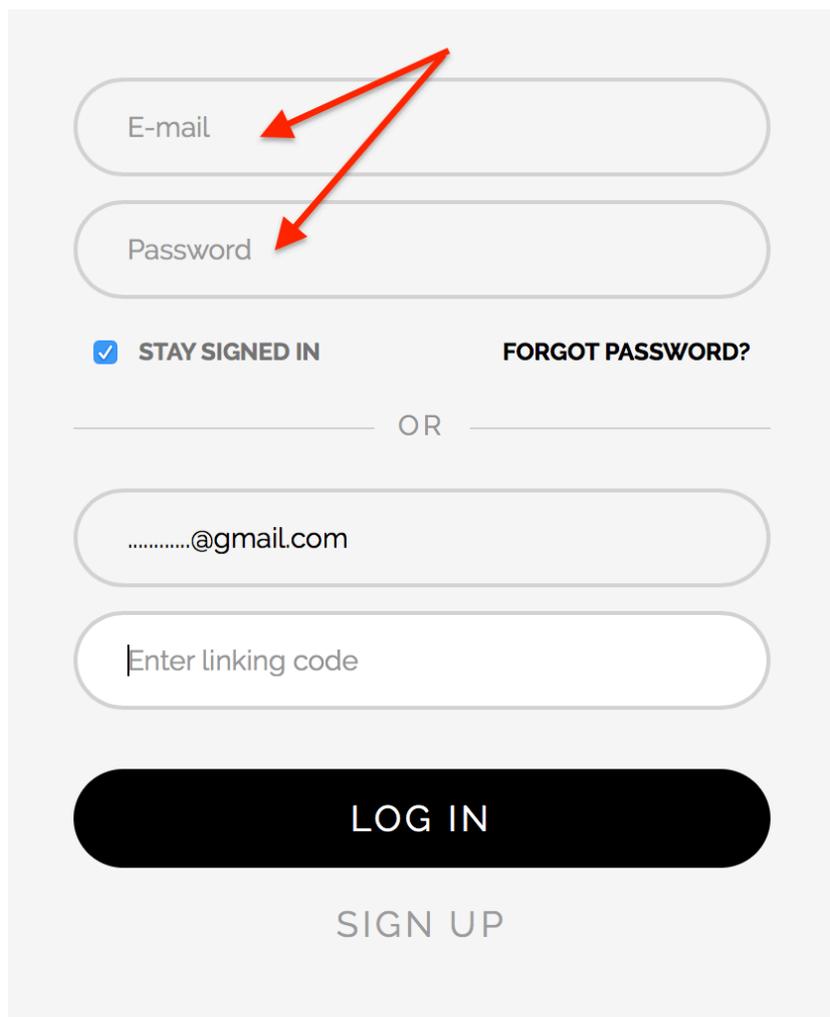
LOGIN/LOGOUT/SIGN UP/RESTORE PASSWORD

Login/Logout

Available for all types of users. There are 4 types of users on the Scoremusic platform as described in BASIC's:

1. Private user - Login with Username (E-mail) and Password
2. Orchestra/Music group admin - Can Login with Username (E-mail) and Password

NOTE: Orchestra/Music group Admin = The Private user with at least 1 group



E-mail

Password

STAY SIGNED IN **FORGOT PASSWORD?**

OR

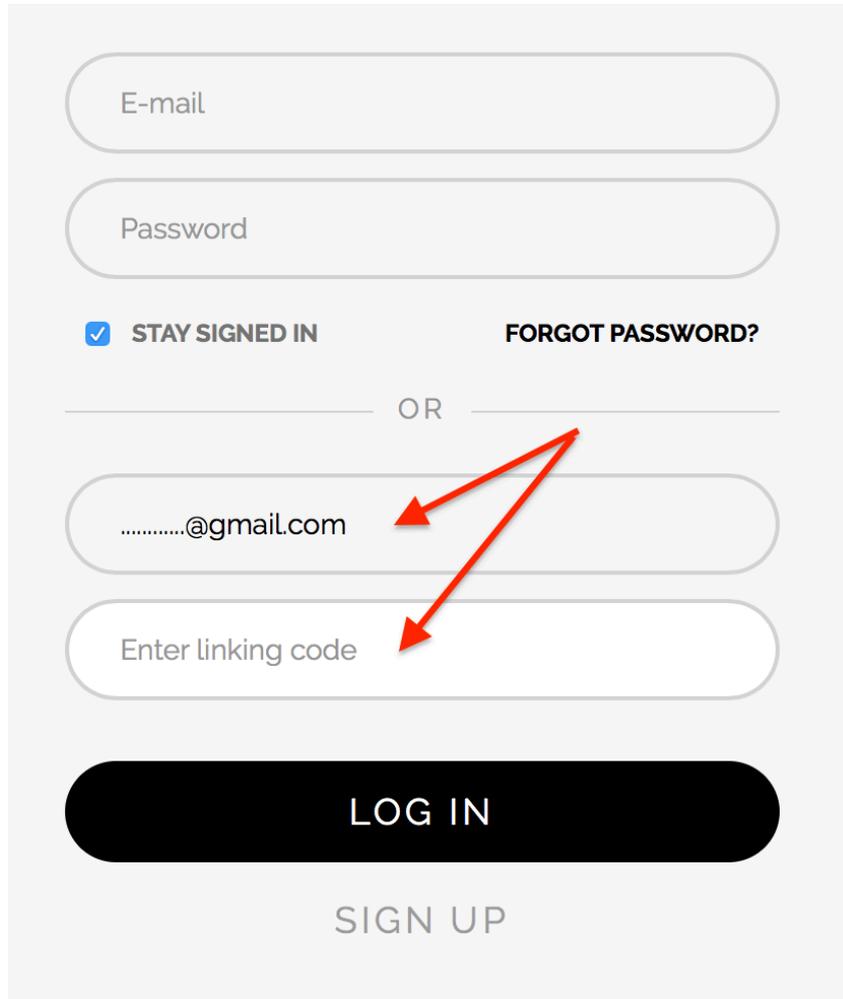
.....@gmail.com

Enter linking code

LOG IN

SIGN UP

3. Group leader - Login in with the Leader code* and choose the stand (if group has more than 1 stand)
4. Group player - Log in with the Players code* and choose the stand (if group has more than 1 stand)



E-mail

Password

STAY SIGNED IN [FORGOT PASSWORD?](#)

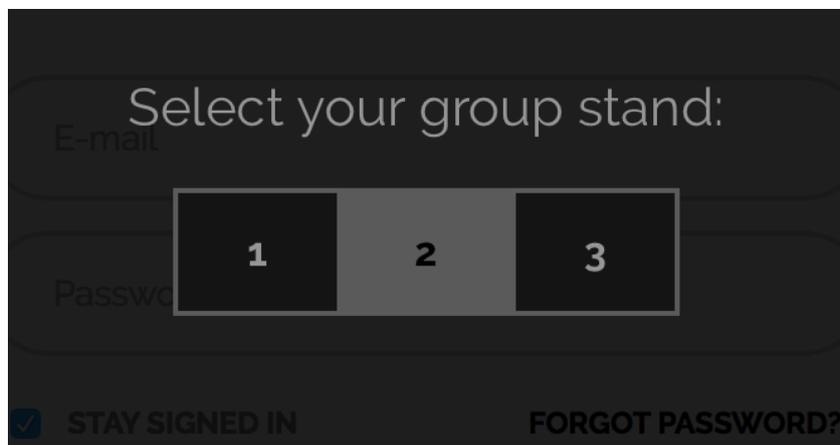
OR

.....@gmail.com

Enter linking code

LOG IN

SIGN UP



Select your group stand:

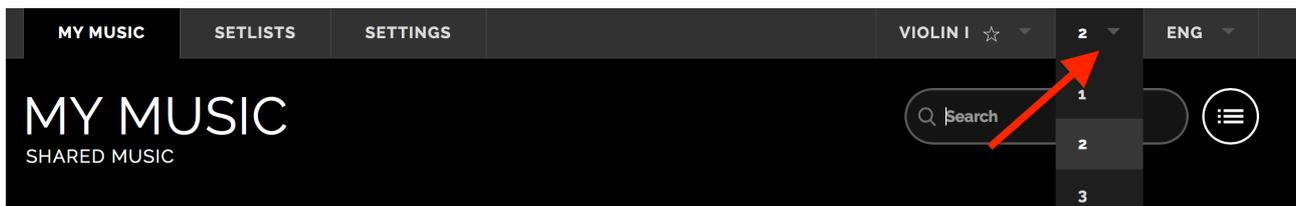
1 2 3

STAY SIGNED IN [FORGOT PASSWORD?](#)

*All Leader/player codes are visible and available for the Admin who shares them with the Group via email.

| Group name | Stands | Leader code | Linking code | |
|------------|--------|-------------|--------------|-------------|
| Violin I | 3 | 5YAR | 9P2A | EDIT DELETE |
| Violin II | 2 | 7TIK | 0IWR | EDIT DELETE |

NOTE: If you are logged in as a group user with a stand, you can switch between the stands by clicking on stand numbers at the top bar.



Signup and Restore the password

Available for Private user and Admin only.

NOTE: Group users will get the pass codes from the Admin

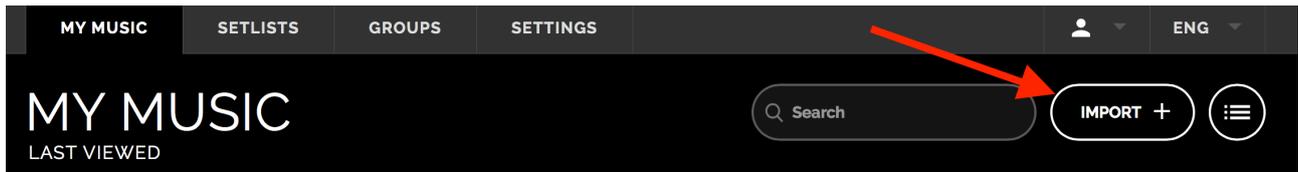
I ACCEPT THE [TERMS OF SERVICE AND PRIVACY POLICY](#)
 SUBSCRIBE FOR NEWSLETTER

STAY SIGNED IN [FORGOT PASSWORD?](#)
 OR

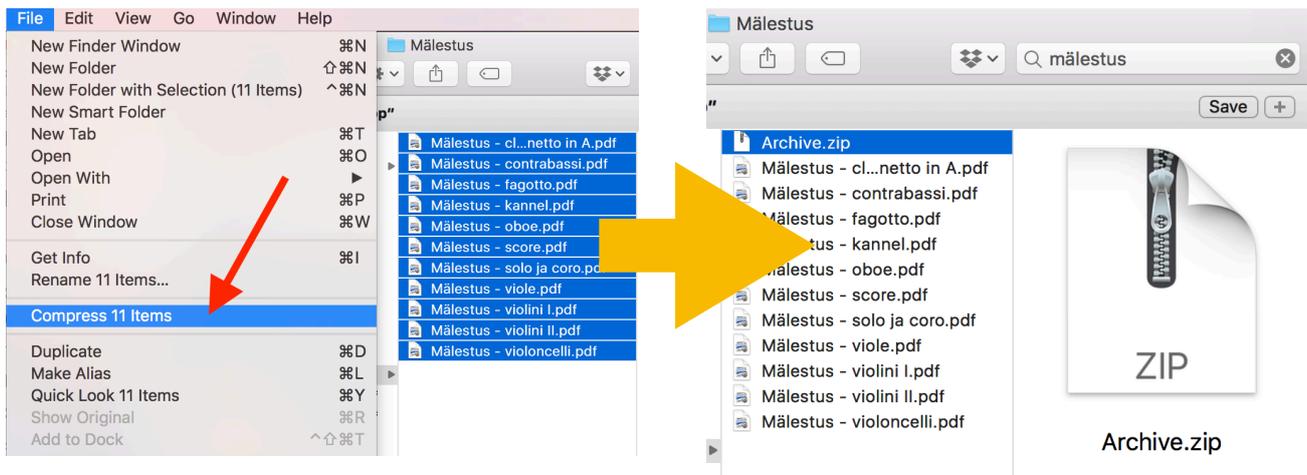
MY MUSIC

Import new music

This function is only available for Private user and Admins. Click on the button "IMPORT" on the top right of your screen in order to import the PDF files and archives from your hard drive.

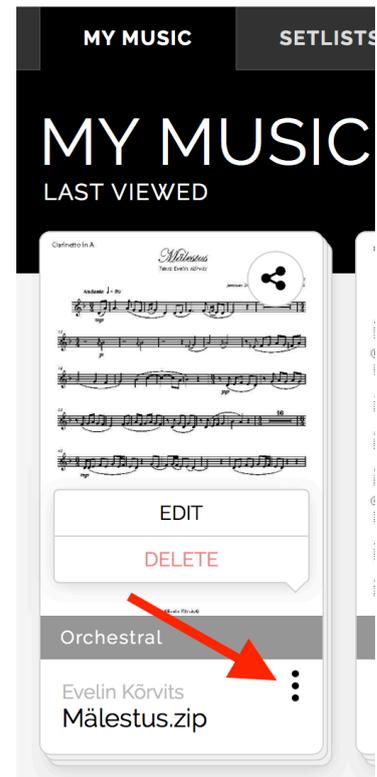
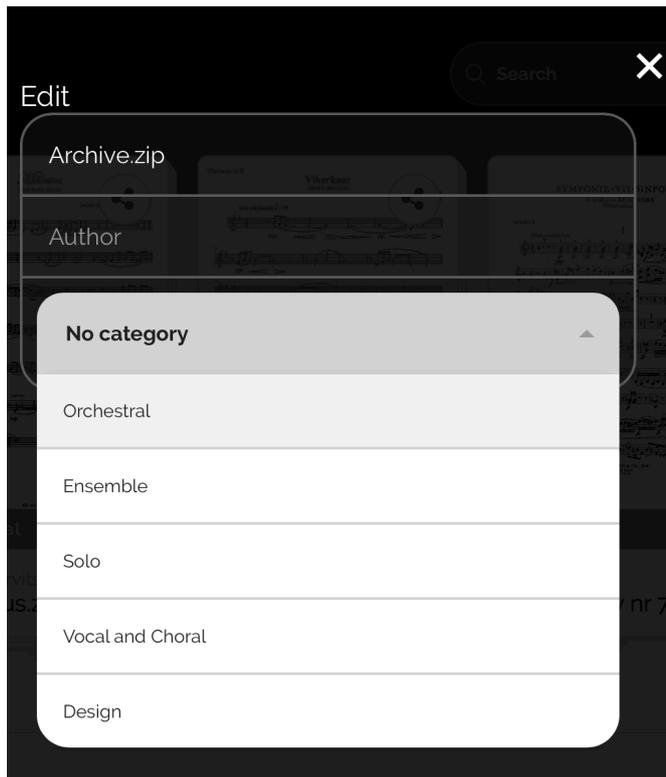


NOTE: Archives - This is the collection of orchestra parts and conductor's score for a selected composition piece. This should be compressed to one ZIP file before importing to Scoremusic account.



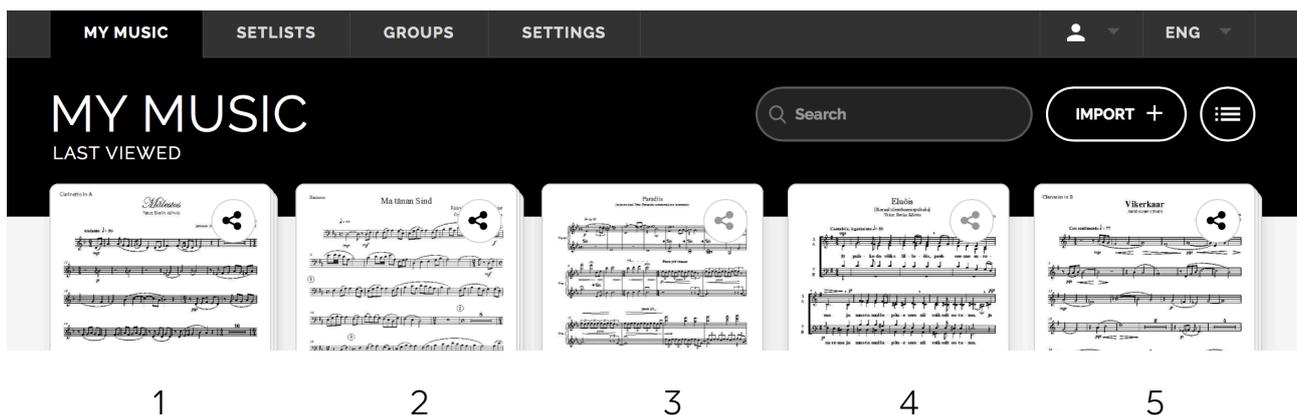
Edit the composition's name/author/category

Private and Admin users can edit the composition's name/author/category after importing the new music. It can be done directly after importing, or later by clicking on the ":" at the bottom right of the selected music icon, in the list of MY MUSIC



5 last viewed compositions

All types of users can see the latest 5 viewed music icons on the top bar.



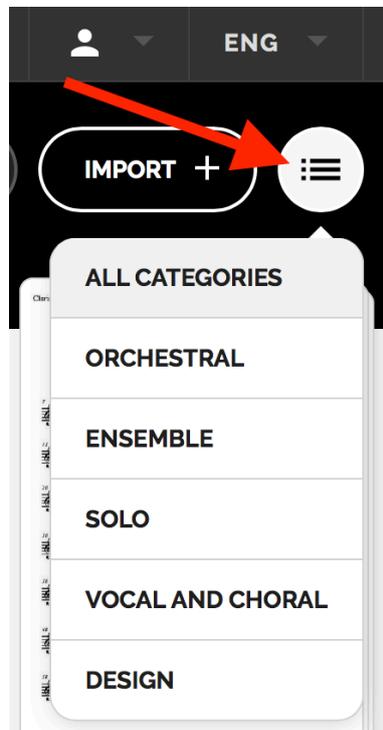
Search by the name of the composition and/or author

All types of users can search imported or shared music by the name of the composition and/or author by using the search bar.



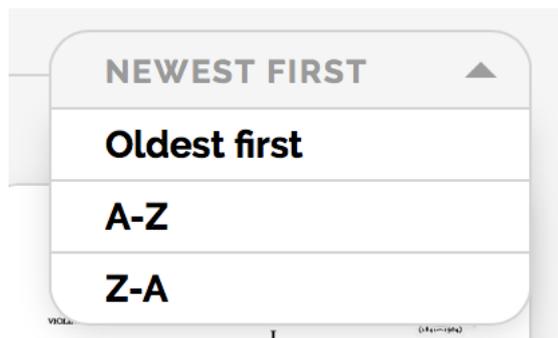
Filter music by categories

All types of users can filter the imported music by category when clicking on the pictogram on the top right.



Sort music by the newest/oldest according to added time and by A-Z / Z-A

All types of users can sort the imported or shared music by newest/oldest, and by A-Z/Z-A by clicking on the top right button, above the imported music icons.

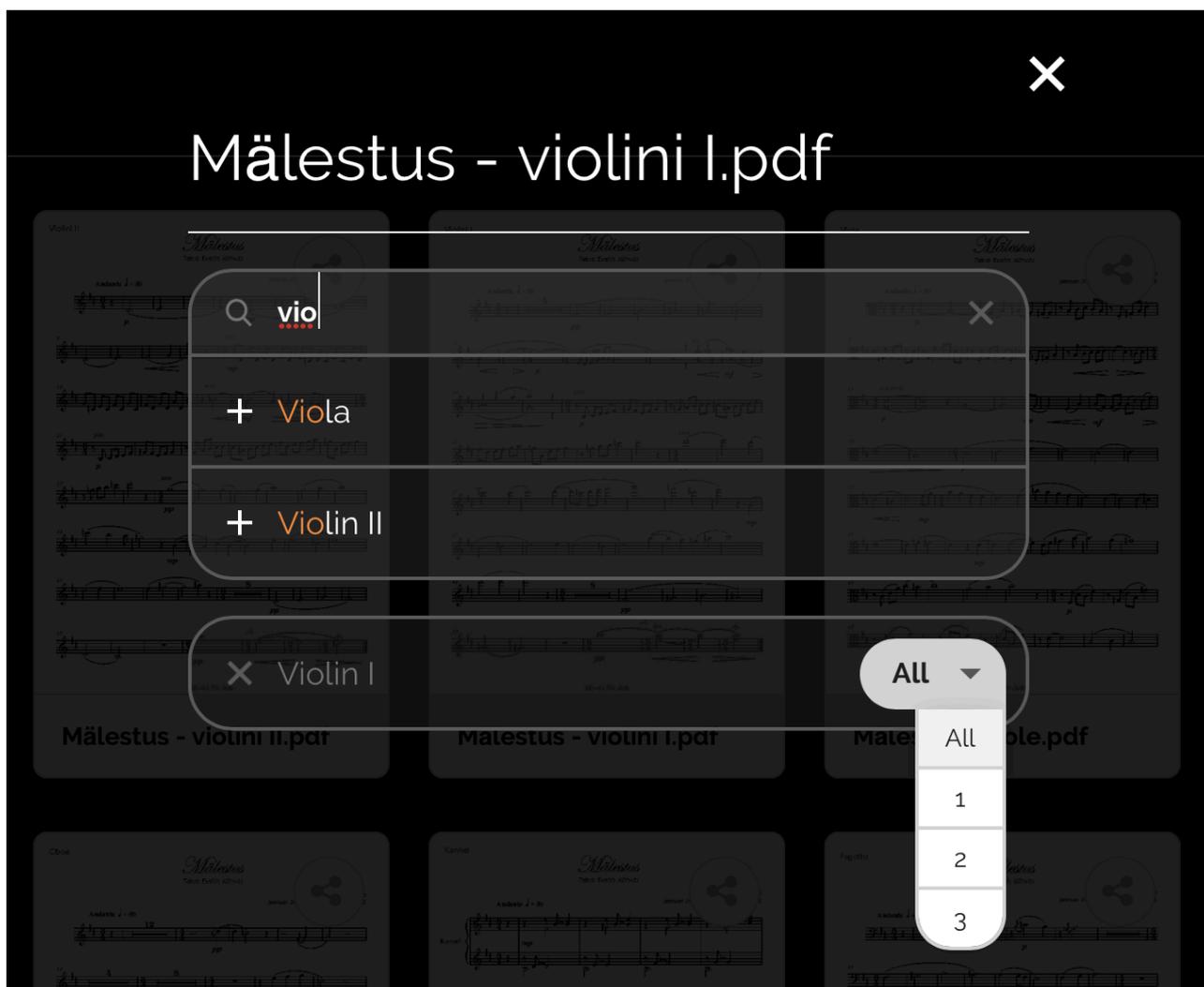


Share music

Only Admin users can share the music and orchestra parts with group(s) by clicking on the sharing pictogram at the top right of the selected music icon in the list of MY MUSIC.

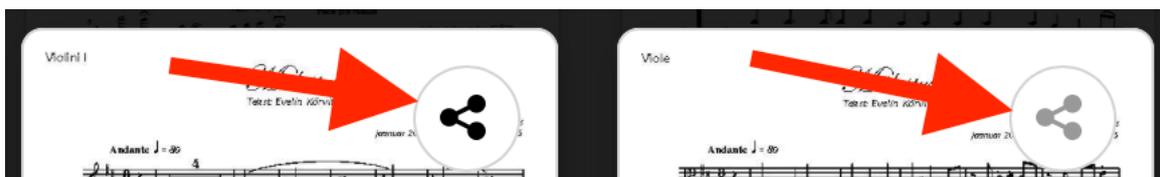


Type in minimum of 3 characters into the search bar from the name of the group with whom you want to share it. After finding the right group you will be able to add the file to the particular group by clicking on "+" button. If the group has stands, then choose also the stand number/numbers you want to share it with.



NOTE:

1. Music/archive that is shared with at least one group, has a black sharing icon. Music/archive icon that is not shared has a grey sharing icon.



2. Maximum of 1 music part from the archive can be shared to the same group and stand(s).

3. If you need to share the music parts of the selected archive in one group, while there are different music parts by stand numbers, you have to choose the stands one by one to share it with. For example, the First Violin has three different music parts for one composition:

One music part for stands 1-3,

Second one for stands 4-6

Third one for stands 7-8

Use this way to share it:

The first one with stands 1, 2, 3 not just selecting stand number 3,

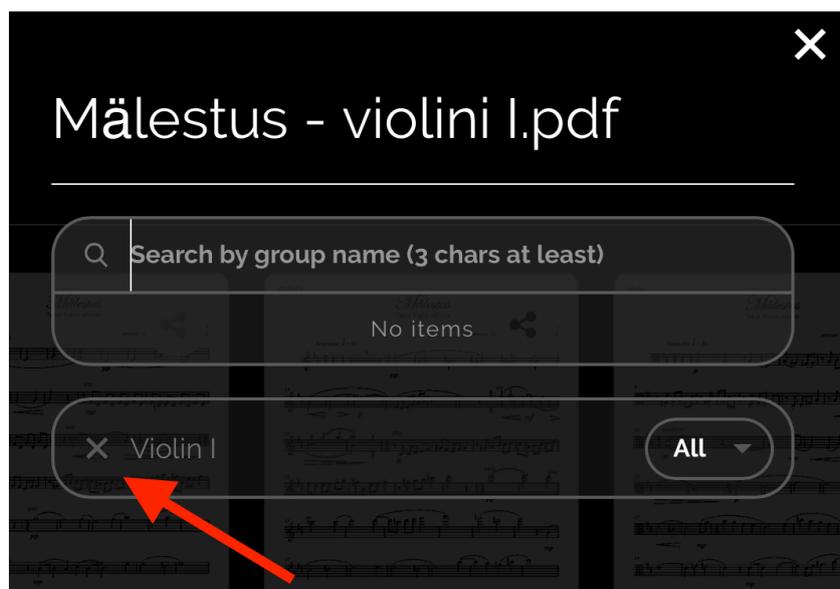
The Second one with stands 4, 5, 6

The Third one with stands 7, 8.

How to create groups and stands - look at "add groups" in sub menu of the groups below.

Stop music sharing

Click on the sharing pictogram on the top right of the selected music icon in My music list and you will see the list of group(s) you have shared to. Remove the Group name in the list by clicking on the "X" in front of the name.



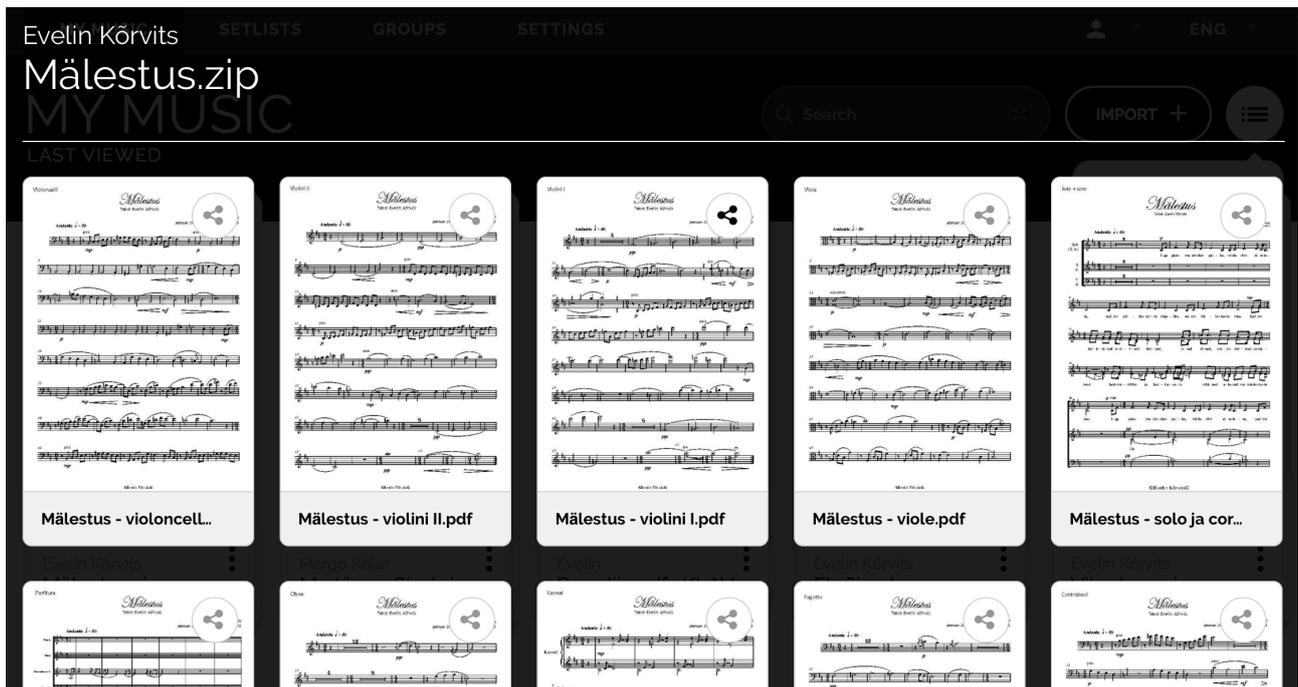
Open the music in MY MUSIC

All types of users can open the music for reading, by clicking on the music icon MY MUSIC list.

NOTE:

1.Private user and Admins can open music and archives uploaded by themselves.

2.For Private user and Admins, all the music parts in the archives will be shown separately in one screen. For the detailed view, click on the selected music part.



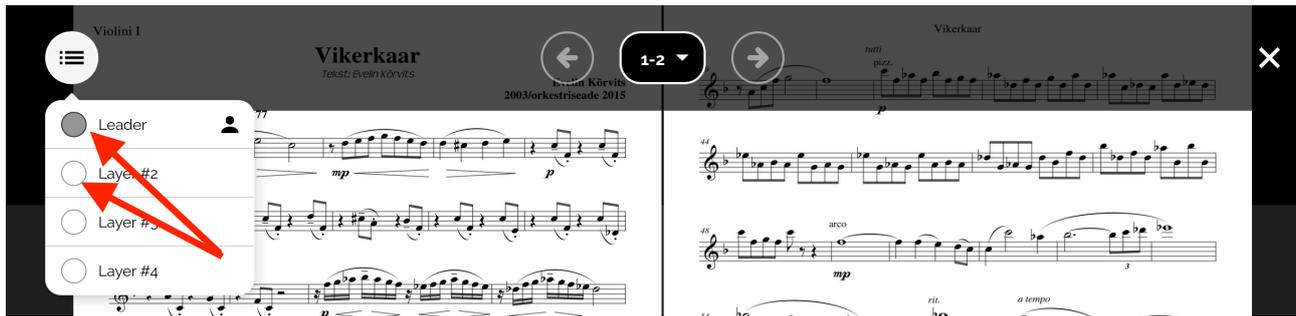
3.Group leaders and Group players can open and see only the music parts that are shared with their particular group.

Layers of annotation

If the music has a layer(s) of annotation(s) that is made in the APP you will see the pictogram icon at the top bar on the left.



You can choose the layer you want to see by clicking on the layer name.

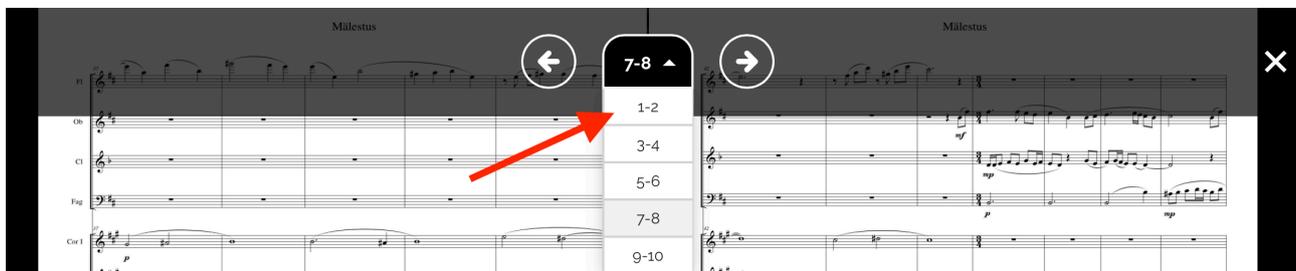


NOTE:

1. You can display or hide more than one layer at same time. The layer made by Group leader is visible by default.
2. Admin can only see the layer made by the Group leader.

Page turner

In the middle of the toolbar you see the left and right arrows for turning the page and the page numbers are displayed between the arrows. By clicking on the page numbers you can navigate faster through the music.



To close the music use the "X" button on the top right.



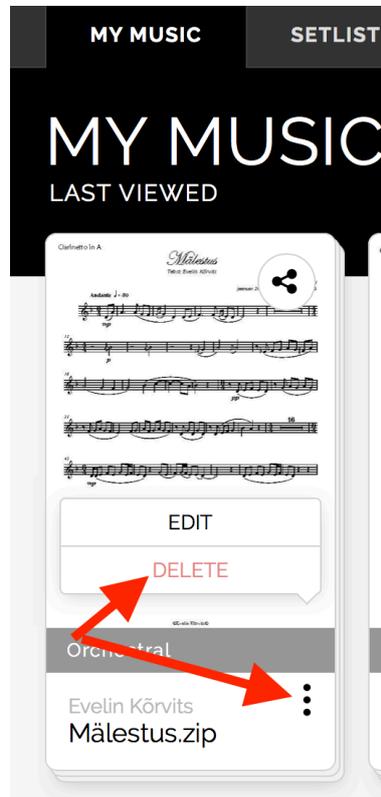
NOTE:

1. For page turns you can also use left and right keys on the keyboard.
2. In order to hide or display the toolbar, click anywhere on the music.

Delete music from MY MUSIC

This is only Available for Private users and Admins.

Click on the icon ":" at the bottom right of the selected music icons in MY MUSIC list and choose "Delete"

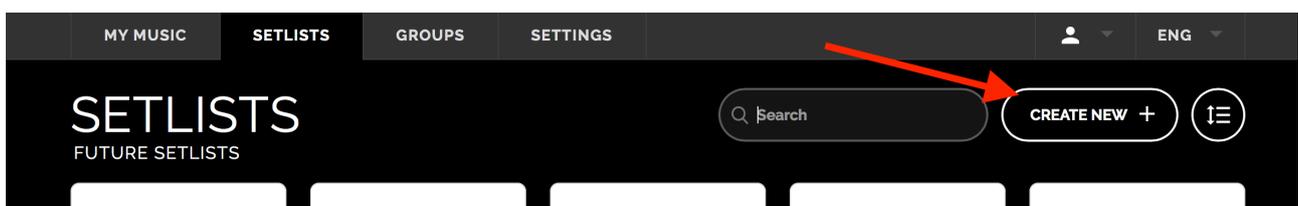


SETLISTS

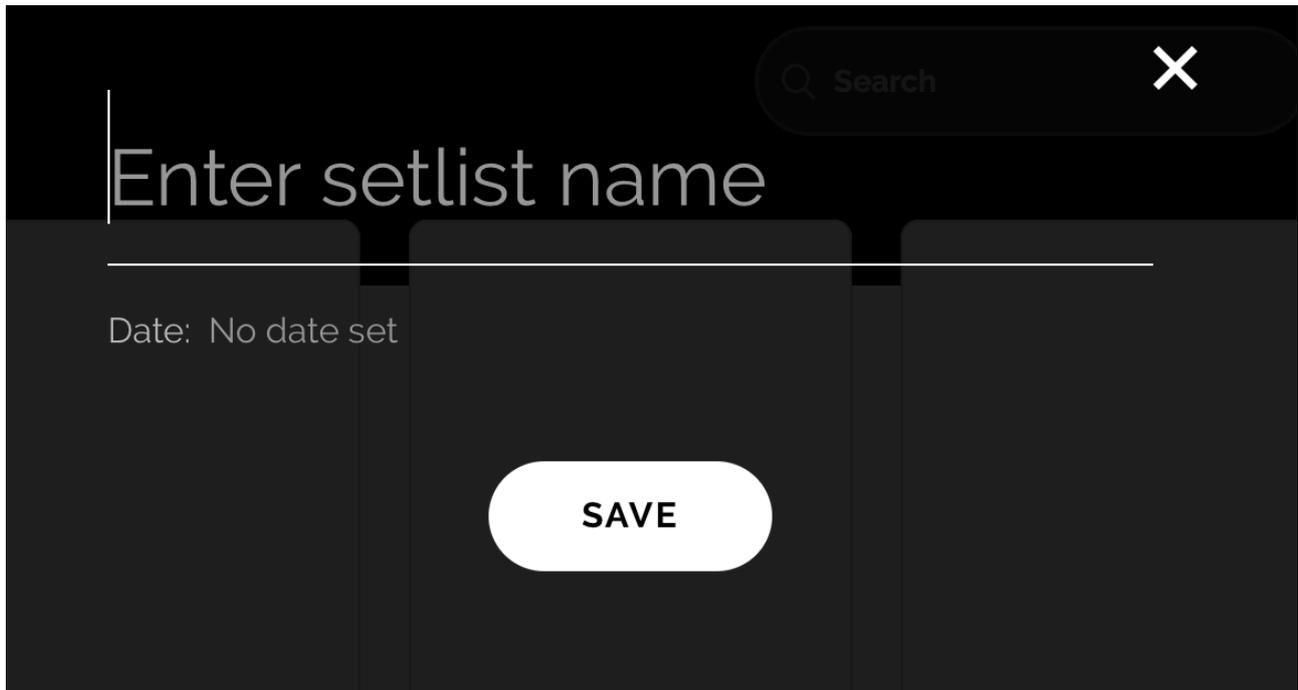
Add a Setlists

This is only available for Private users and Admins.

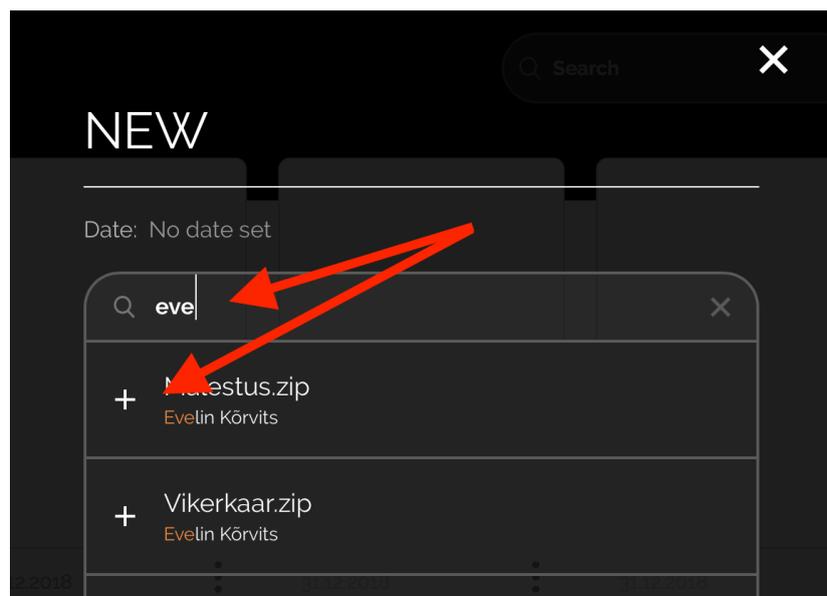
Click on the button "CREATE NEW +" on the top right.



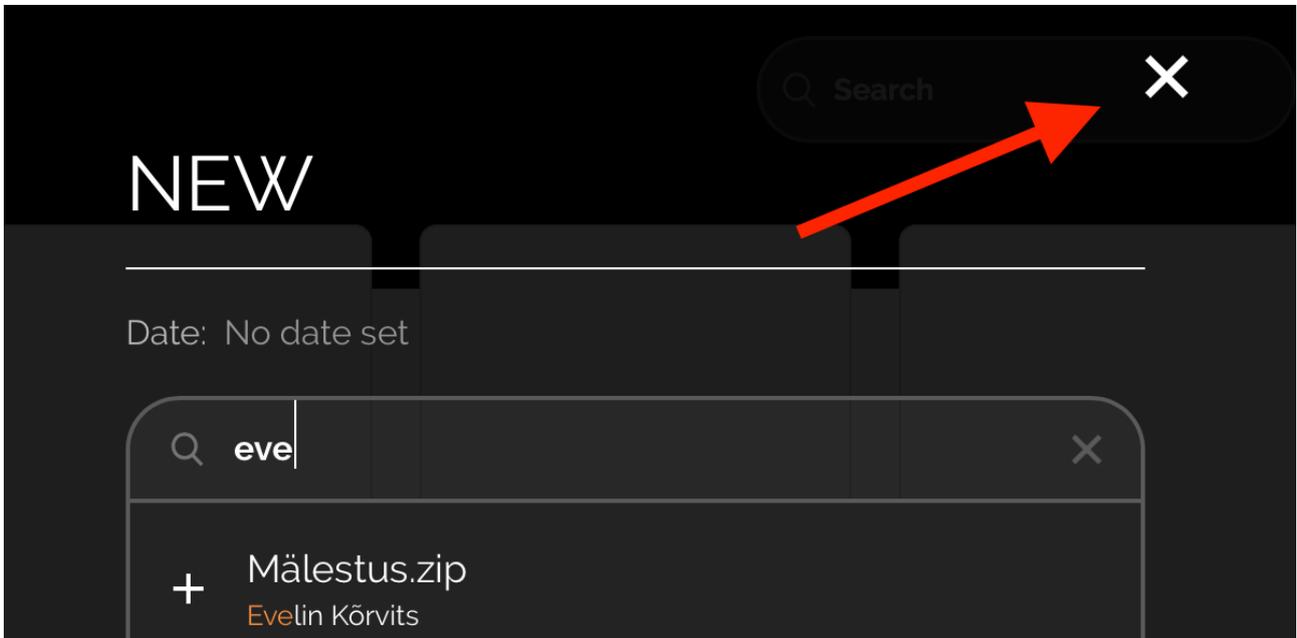
Then enter the setlist name, date and click save.



After that use the search bar to add the music to the Setlist from MY MUSIC library. Enter minimum 3 characters of the author or the name of the composition. You will see the result of the selection from your list of MY MUSIC. Then choose your desired composition by clicking on "+". In order to add more music into a particular setlist, repeat the previous steps.



To close the setlist “content view” click on the “X” on the top right above the setlist name.



NOTE:

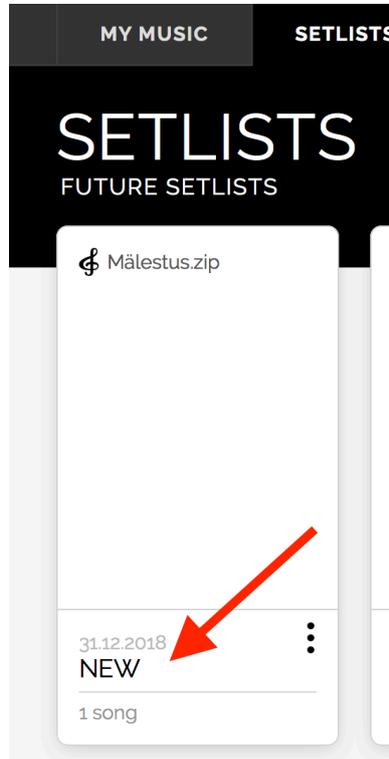
1. In case admins add an archive (ZIP file) to the setlist, then all the music parts in that archive will be visible for the group if it has been shared with the particular group before. See “Share music” in submenu of “MY MUSIC”.

2. You can also use the same composition in different setlists at same time with all of the annotations, which are made by the Group users in the APP.

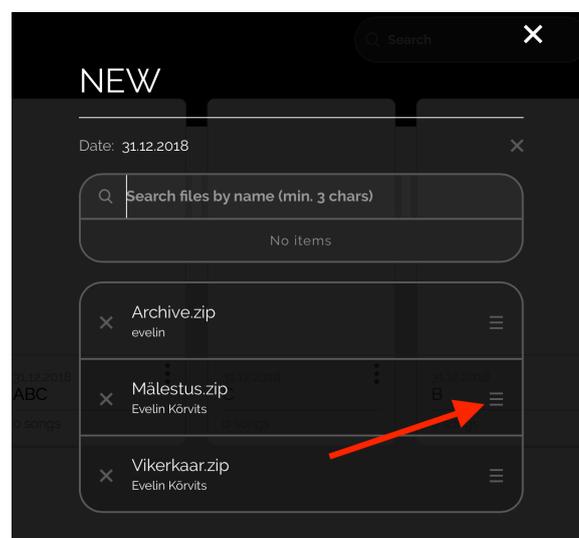
Edit the Setlist

Available only for Private user and Admin

Click on a setlist you want to edit in the SETLISTS view and edit the name, date and content of the selected setlist.



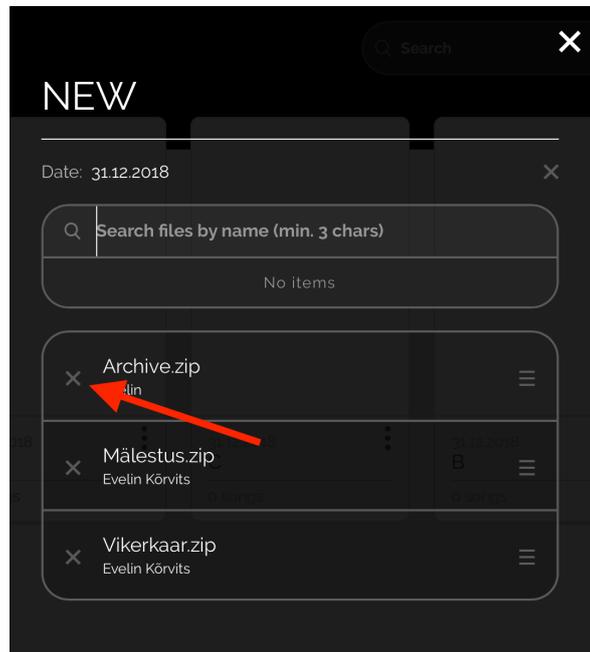
If you need to put the music in the concert or rehearsal order you can click on the pictogram after the composition title, you will be able to drag and drop the composition to the right position in the setlist.



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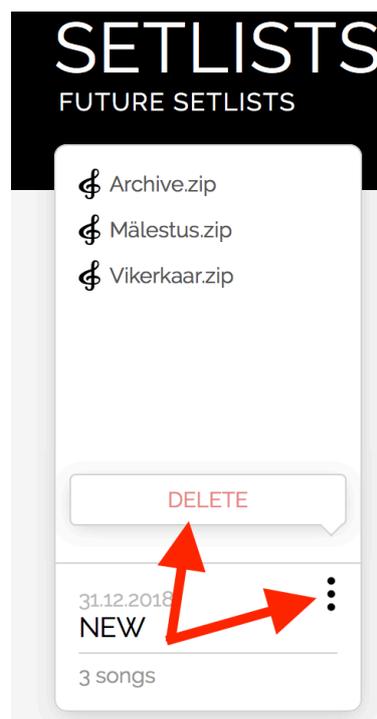
If you need to remove or delete the music from the setlist click on the "x" in front of the title of the composition.



Delete the Setlist

Available only for Private user and Admin

Click on the icon ":" at the bottom right of the selected setlist icons and choose delete from the SETLIST.

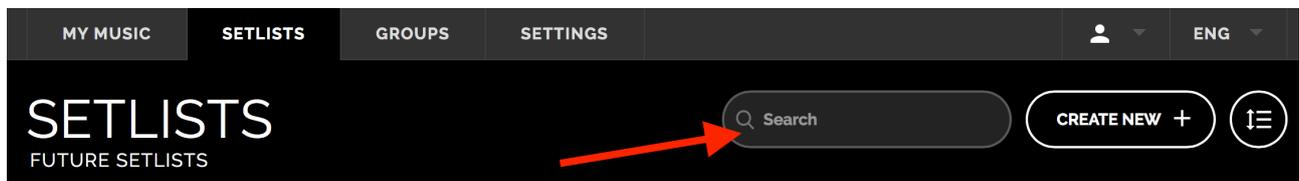


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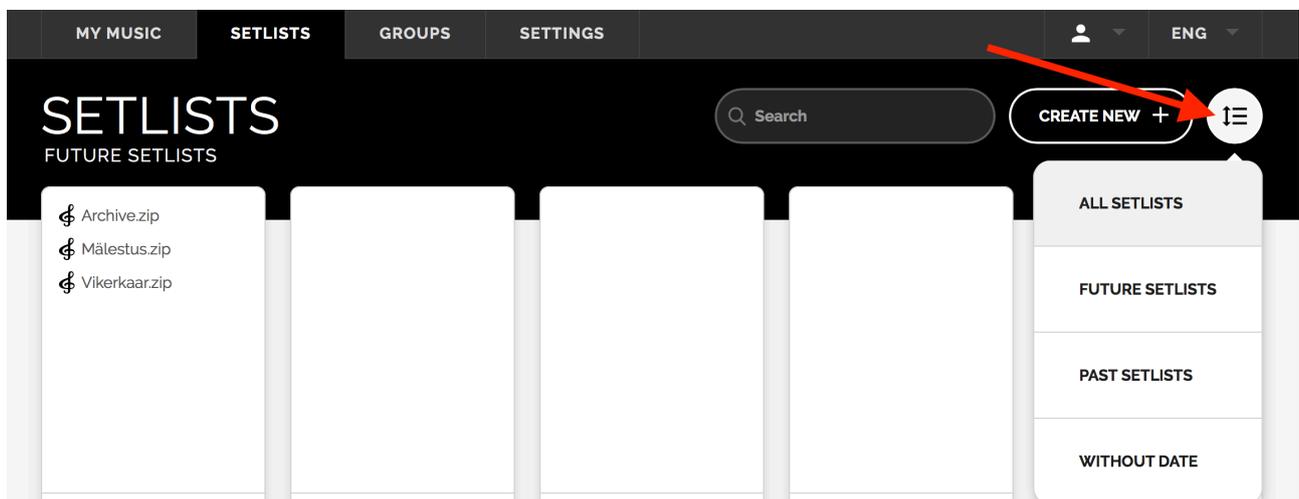
Search Setlist by name

All types of users can search the setlist by using the search bar.



Viewing of all the Setlists grouped by: All/Future/Past/Without date

All types of users can view all the setlists grouped by All/Future/Past/Without date by clicking on the pictogram at the top right.



Open the music (in the setlist) for a more detailed view

All types of users can open music from the setlist for a more detailed view by clicking on the name of the composition as described above in the sub-titles (submenus) of MY MUSIC.

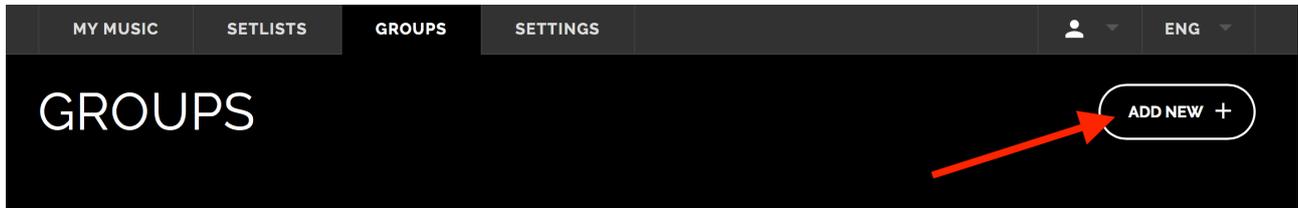
NOTE: All the Group users can open and see only the parts shared with them in the setlist, due to to the unique linking codes. If you are unable to open the music in the setlist as a Group user, means that you are not connected to this composition. If you don't have a music part for a particular piece in the program, then the title of the Composition in the setlist is gray and not black.

GROUPS

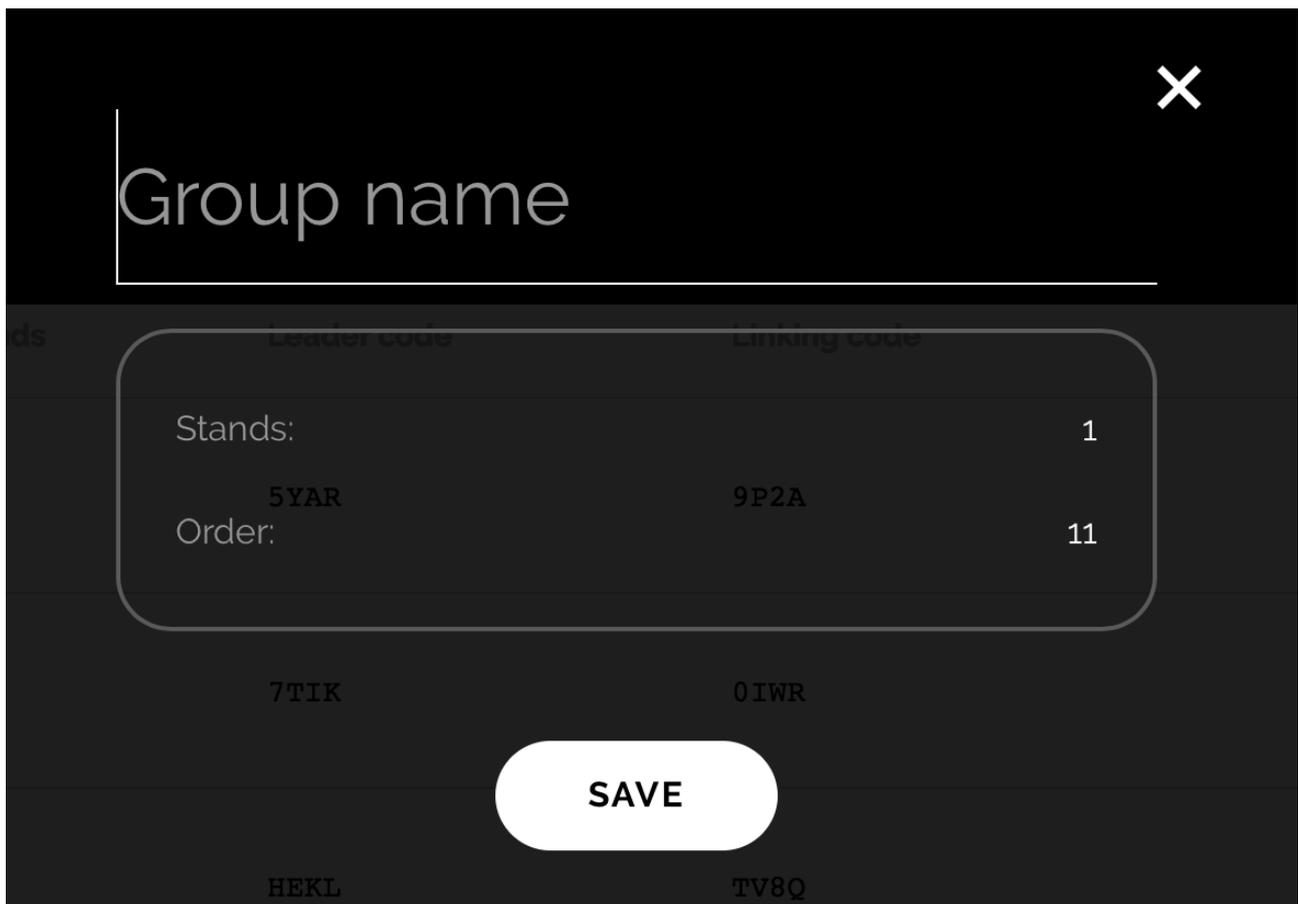
Adding Groups

Available only for Private user and Admins.

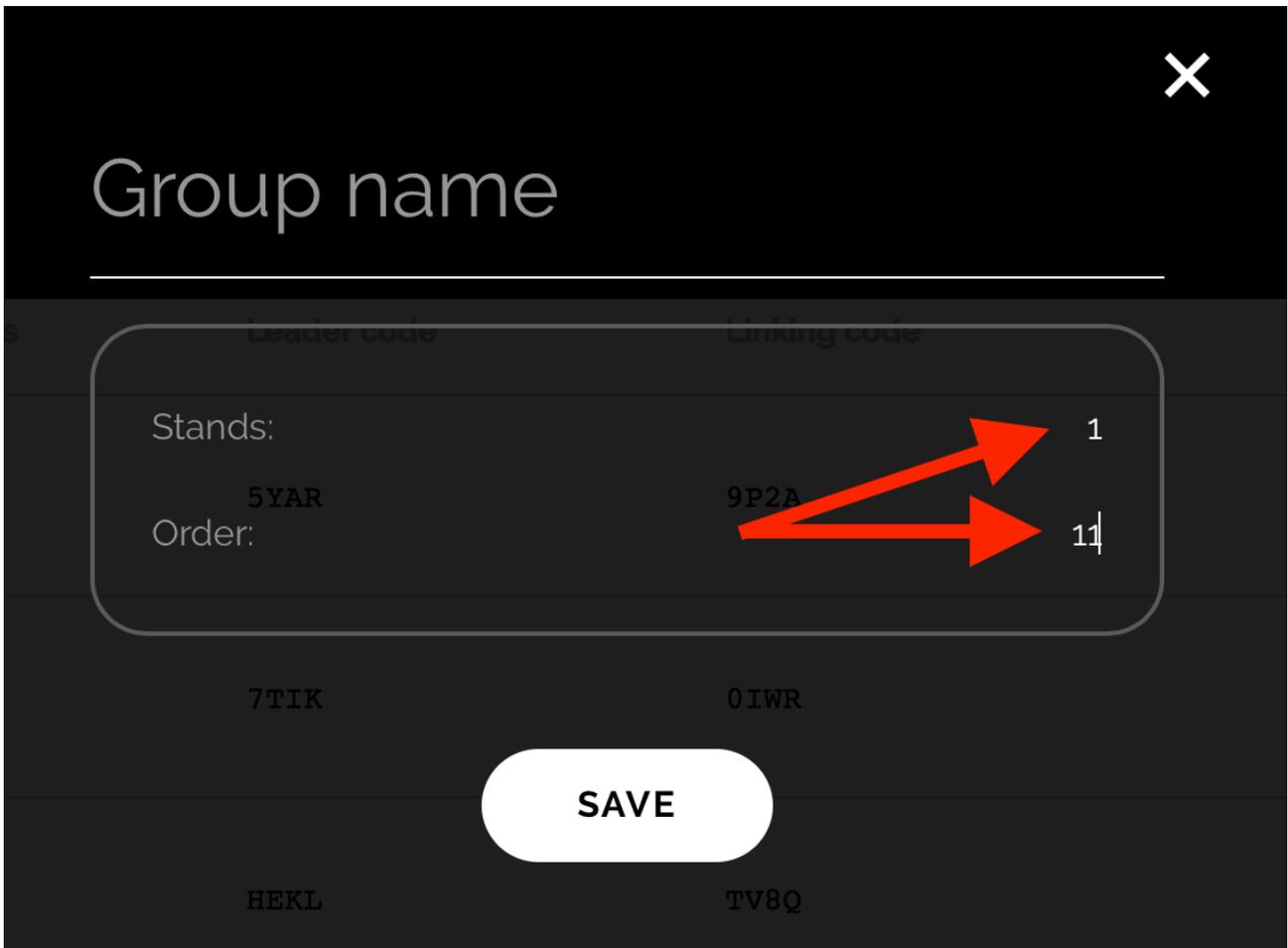
Click on the button "ADD NEW +" on the top right.



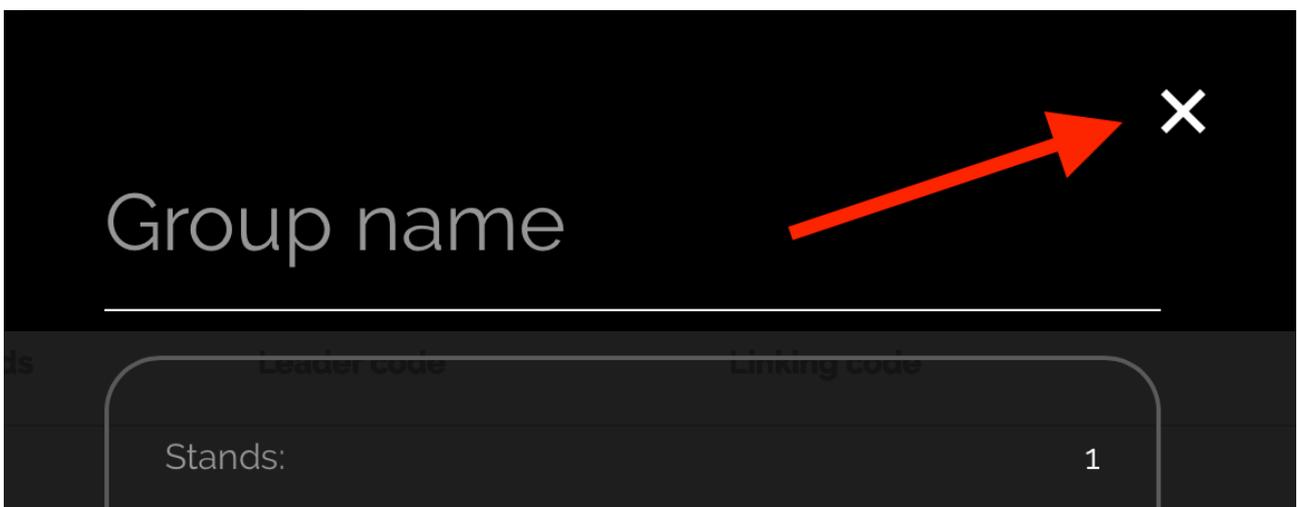
Then enter the Group name, number of Stands (by default one stand), Order of the stand (by default last position in the list of groups) and click on save.



In order to change the numbers of stand and the order of group, click on the number.



Click on "X" button at the top right for exiting the screen.



NOTE:

1. Leader codes and player codes are generated automatically and they are not editable.
2. Private user becomes also a group Admin after creating a group (at least 1 group)
3. Linking codes for the Group users will be shared by the Group Admin via regular email.

Advice for the group Admins: As an example, if you need to share the music parts with the percussion section in the orchestra, it is better to create one group with many stands, rather than sharing different percussion instruments music parts with different stands for all the percussion section. You will save a lot of time, and there is no need to create an extra group for every new percussion instrument.

Editing Groups

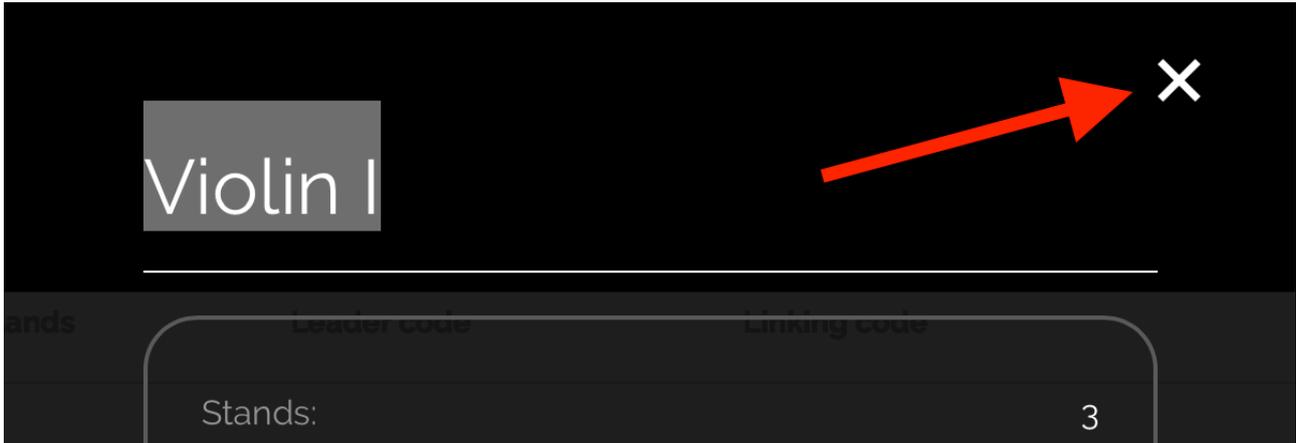
Available only for Private user and Admin

Click on the "EDIT" button after the Group name and Linking codes for editing the Group name, number of Stands, Order of group and click on save. In order to change the number of stands and order of group, you can click on the number.

The screenshot shows the 'GROUPS' management interface. At the top, there is a header with the word 'GROUPS' and an 'ADD NEW +' button. Below this is a table with the following columns: Group name, Stands, Leader code, and Linking code. The table contains one entry: 'Violin I' with 3 stands, leader code '5YAR', and linking code '9P2A'. To the right of this entry are 'EDIT' and 'DELETE' buttons. A red arrow points from the 'EDIT' button to a modal window below. The modal window is titled 'Violin I' and contains fields for 'Stands' (value 3) and 'Order' (value 2). There is also a 'SAVE' button at the bottom of the modal. Red arrows in the modal point to the 'Stands' and 'Order' fields.

| Group name | Stands | Leader code | Linking code |
|------------|--------|-------------|--------------|
| Violin I | 3 | 5YAR | 9P2A |

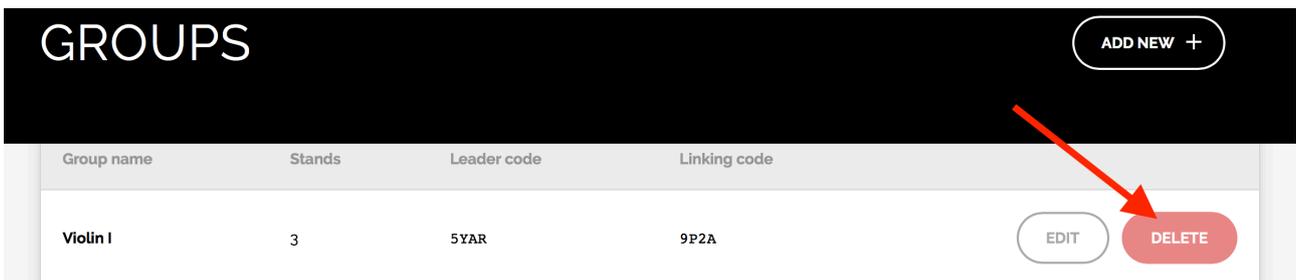
Click on "X" button on the top right for exiting the screen.



NOTE: The linking codes are not editable.

Deleting Groups

Click on the "DELETE" button after the Group name and Linking codes.



SETTINGS

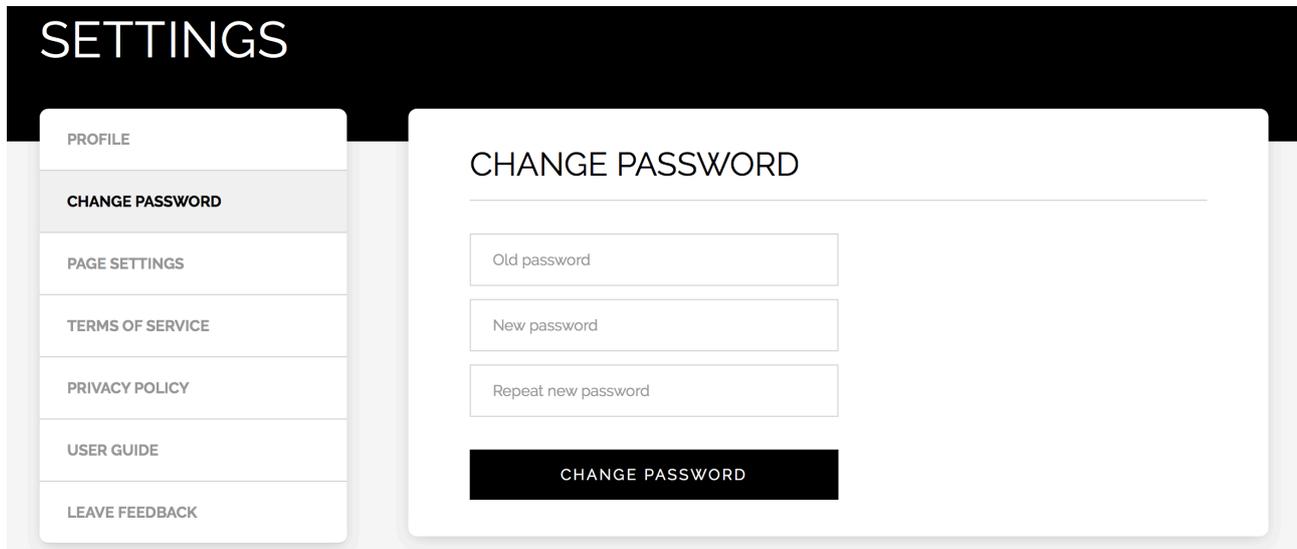
PROFILE

You can see your account information such as email address, the last acceptance of Latest Terms of Service and Privacy Policy, etc.

If you wish to cancel your account or request that we no longer use your information to provide you Services, you may delete your account.

CHANGE PASSWORD

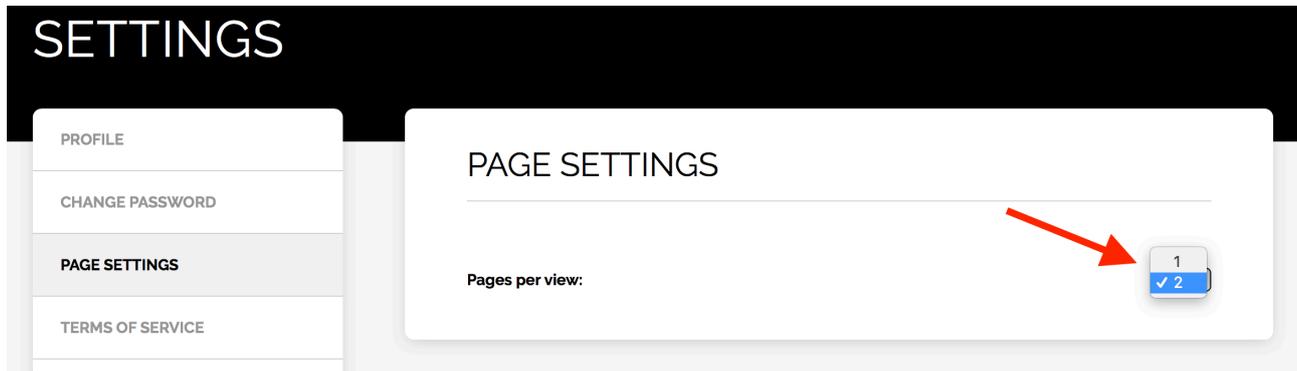
Available for Private user and Admin.



PAGE SETTINGS

Available for all types of users.

Web interface users can specify the amount of music pages seen in the preview mode: one or two. Preferences are applied to all files of the account.



LOGOUT

Click on the profile icon on the top bar for logging out.



NOTE: Username with "star" means that you use Leader account (You have logged in as a Group leader).



LANGUAGE

Switch to English (default) or Estonian.

Available for all types of users by clicking on the "ENG/EST" button on the top right on the top bar.



FUNCTIONS AVAILABLE IN APP:

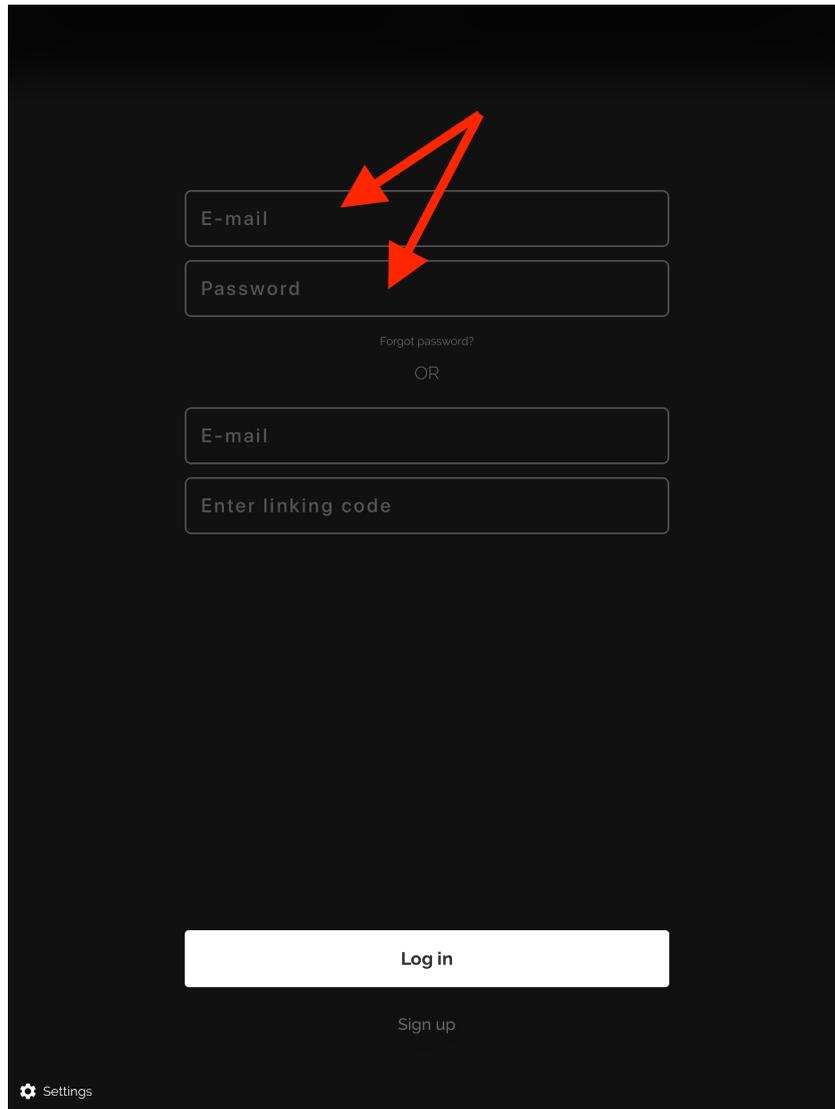
LOGIN/LOGOUT/SIGN UP/RESTORE PASSWORD

Login / Logout

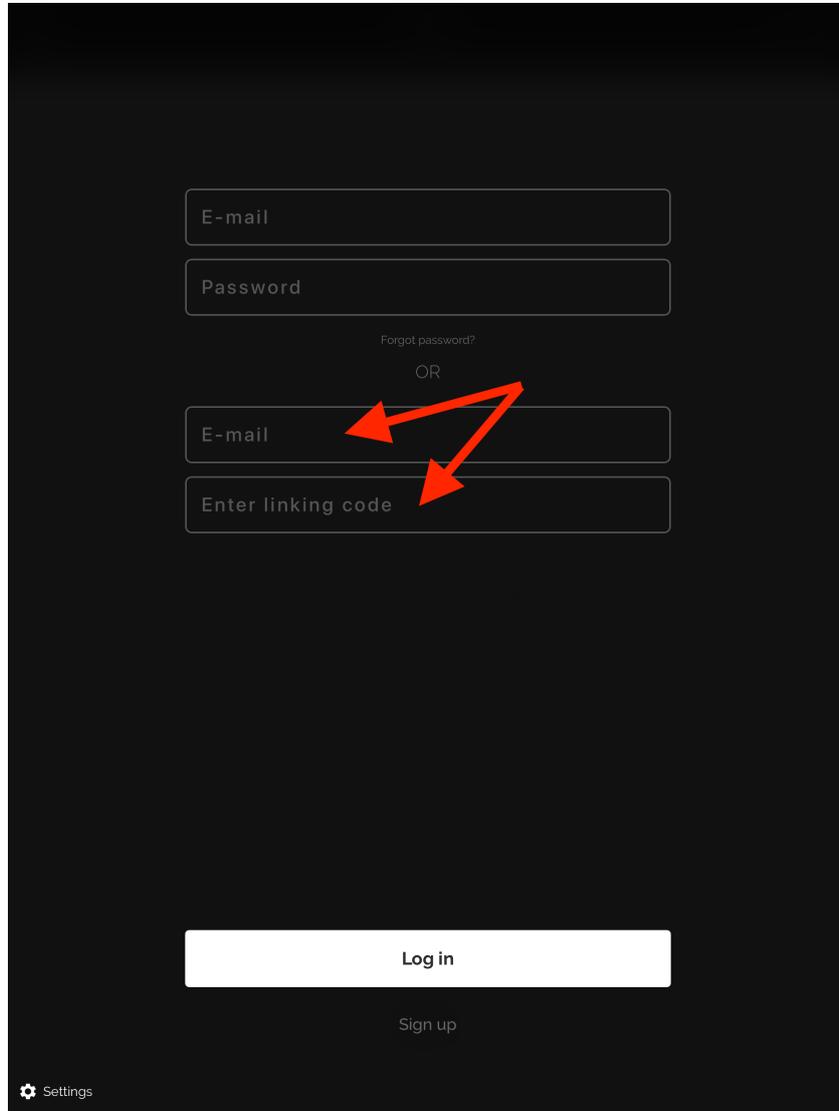
There are 4 types of users in the Scoremusic platform as described in BASIC's:

1. Private user - Login with Username (E-mail) and Password
2. Orchestra/Music group admin ("Admin") - Log in with Username (E-mail) and Password

NOTE: Orchestra/Music group admin ("Admin") = Private user with at least 1 group



3. Group leader - Log in with the Leader's code* + Choice of stand (if the group has more than 1 stand)
4. Group player (user) - Log in with the Player's code* + Choice of stand (if the group has more than 1 stand)



E-mail

Password

[Forgot password?](#)

OR

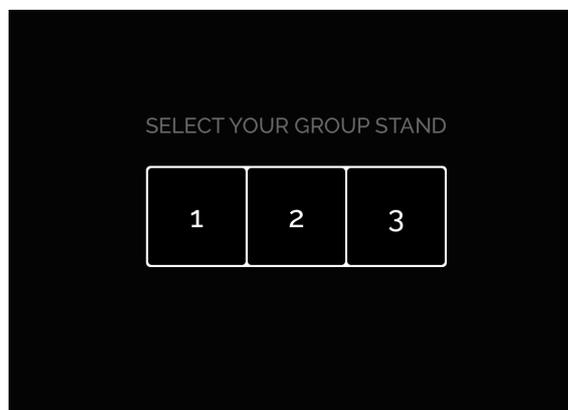
E-mail

Enter linking code

Log in

[Sign up](#)

 [Settings](#)



SELECT YOUR GROUP STAND

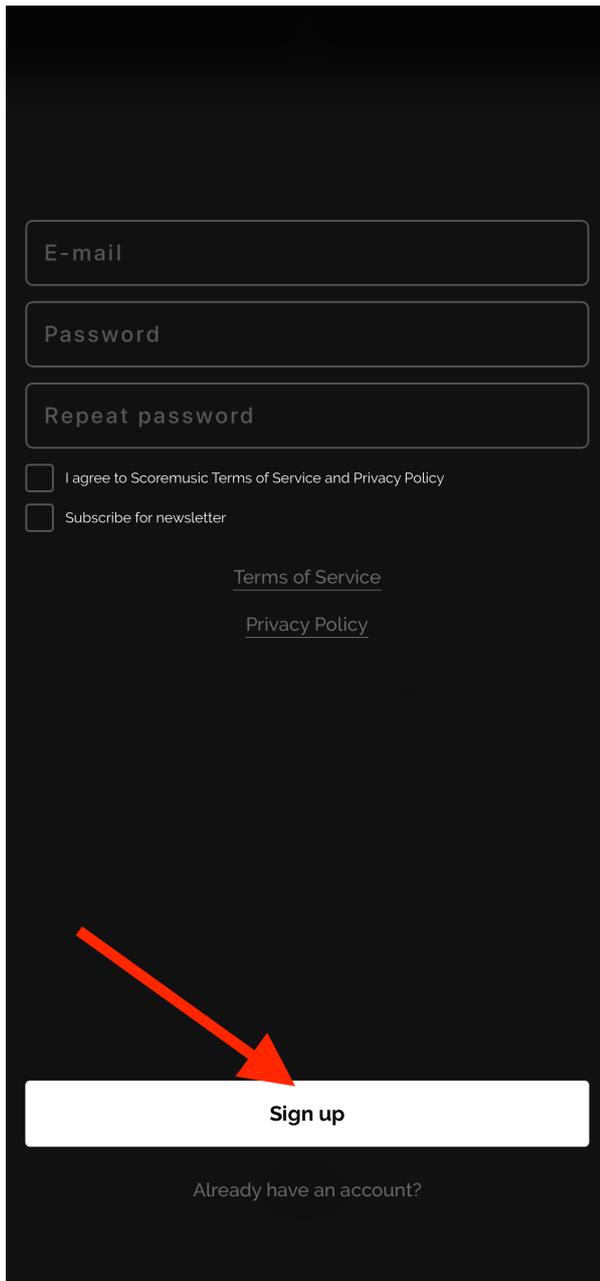
1 2 3

* All Leader/player codes are visible and accessible for the Admins in WEB who share them with the Group via email (look at page nr. 8)

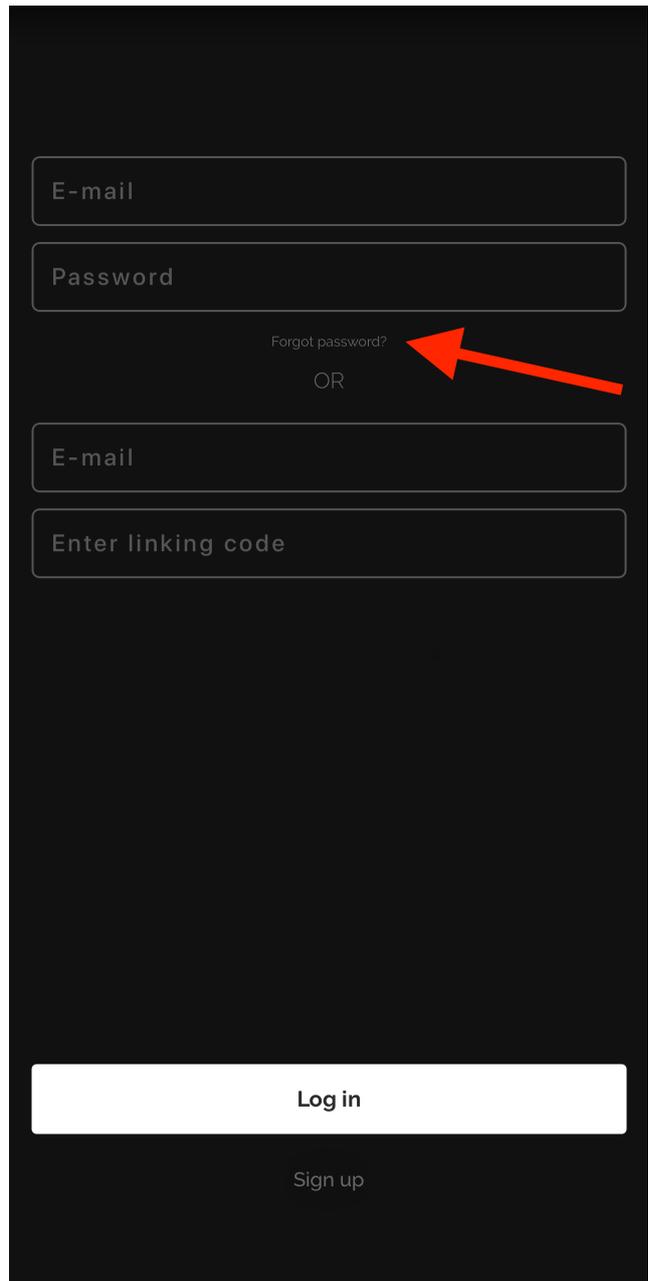
Signup and Restore your password

Available for Private user and Admin

NOTE: Group users will get the pass codes from the Admin

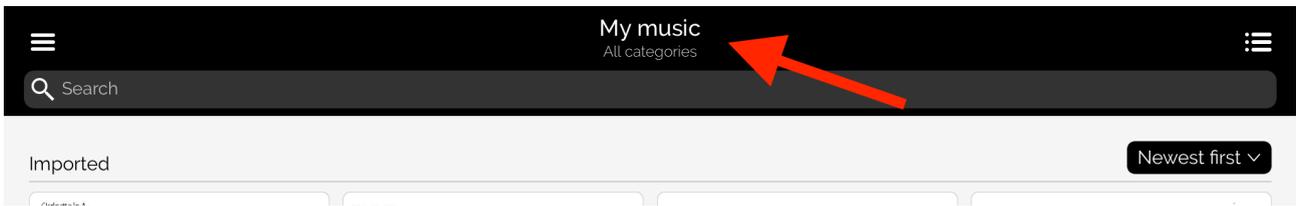


Signup form interface. It features three input fields: "E-mail", "Password", and "Repeat password". Below the fields are two checkboxes: "I agree to Scoremusic Terms of Service and Privacy Policy" and "Subscribe for newsletter". There are two links: "Terms of Service" and "Privacy Policy". At the bottom, there is a prominent white "Sign up" button with a red arrow pointing to it, and a link "Already have an account?" below it.

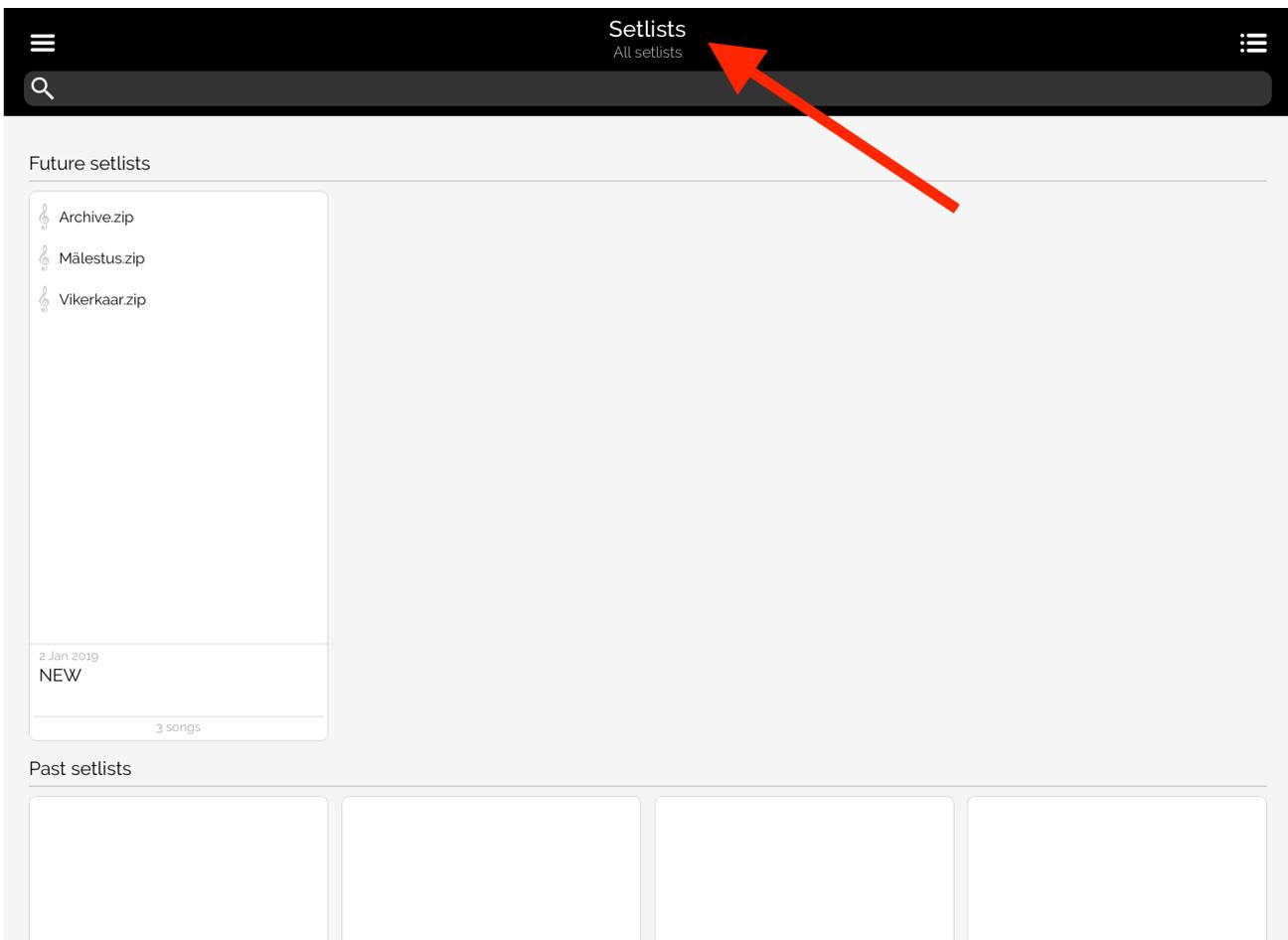


Login form interface. It features two input fields: "E-mail" and "Password". Below the "Password" field is a "Forgot password?" link with a red arrow pointing to it, and an "OR" separator. Below that is another "E-mail" input field and an "Enter linking code" input field. At the bottom, there is a prominent white "Log in" button and a "Sign up" link below it.

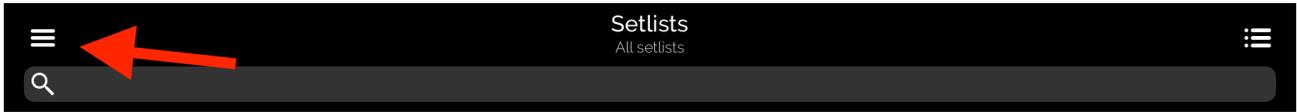
The First screen after you have Logged in Private user and Admin will see MY MUSIC



Group user will see SETLISTS



At the top left on First screen you see pictogram "=" which leads you to the Main menu.



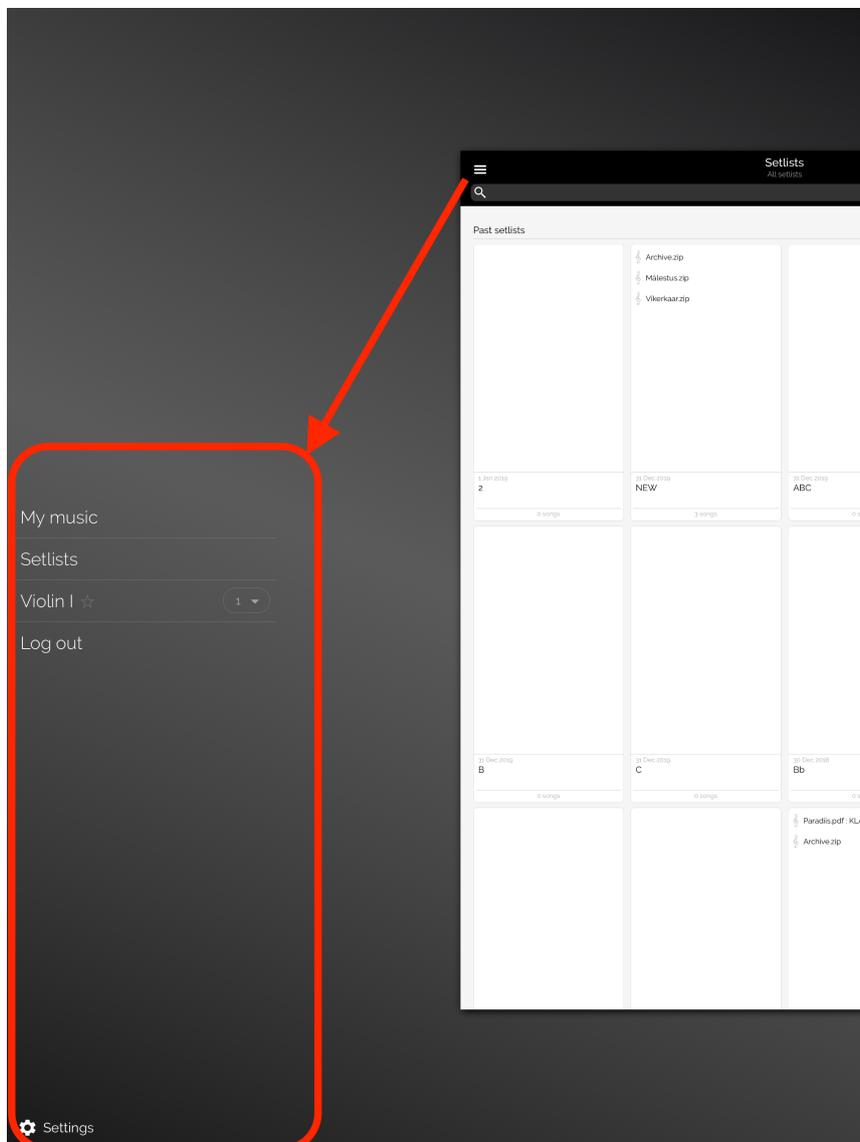
The Main menu has 4 main options:

My music

Setlists

Log out

Settings

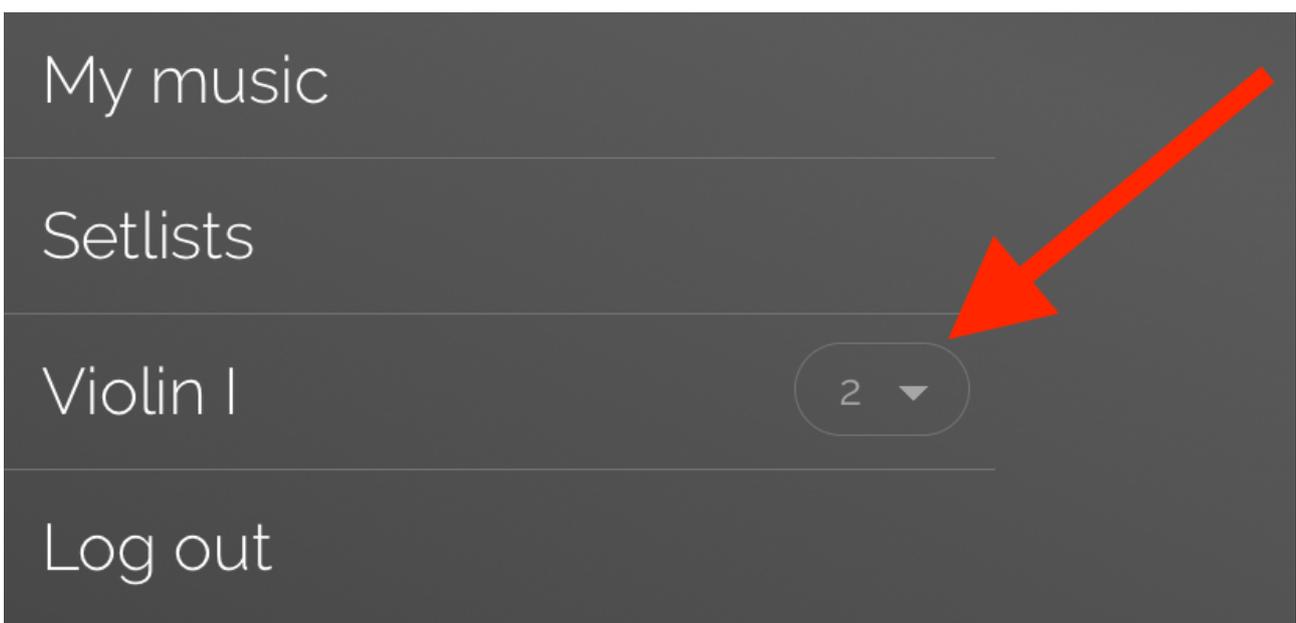


In Main menu you see also your Username

NOTE: Username with a star indicates that you are logged in with a Leader account as a Group leader.



Username with a number indicates that you are logged in as group user with a stand, and you can switch between stands by clicking on the number. You will see all the layers of annotations which are connected to the selected stand.



NOTE:

1. If you have switched between stands on the current device and account, only the last edited layer is visible and editable by default.
2. All Group users can see only the layers made in that selected stand

My music - The first option at the main menu

Import new music

This function is available only for Private user and Admin for importing PDF files

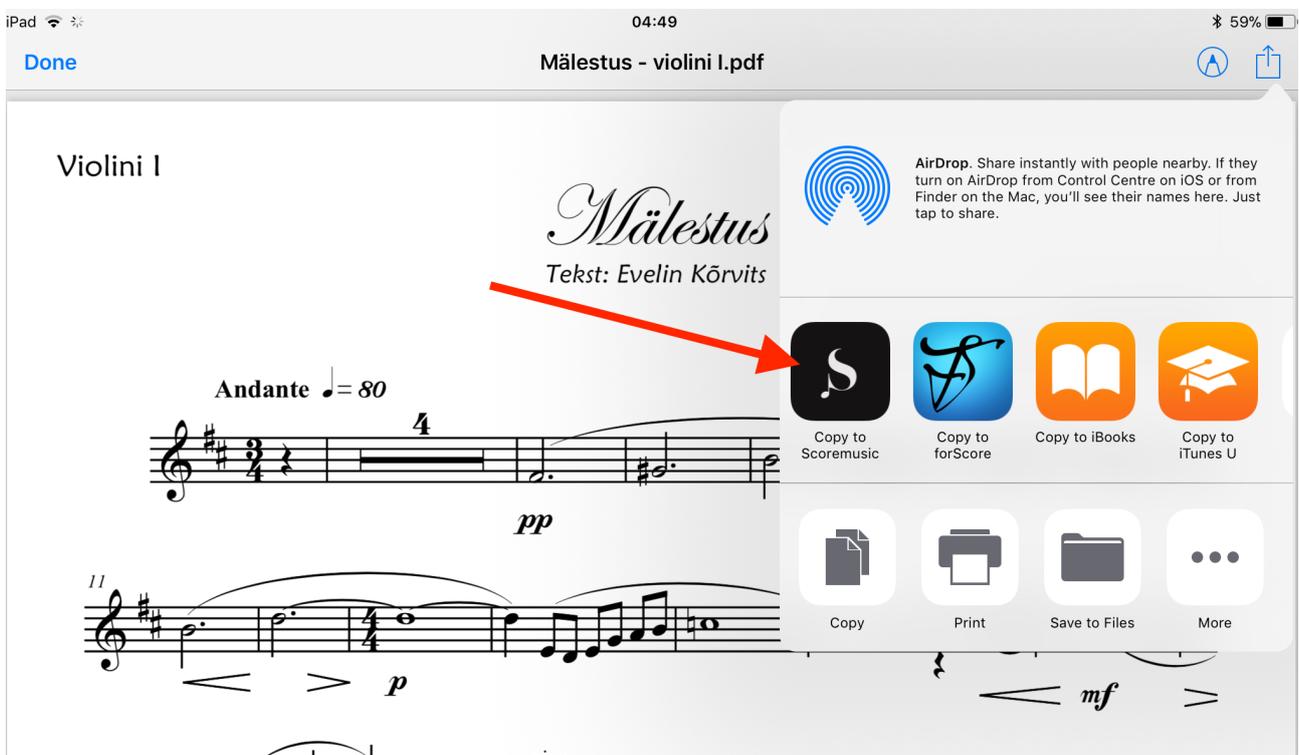
There are several opportunities to import new music into Scoremusic App:

From your email

From different iPad Apps

From the web

Use the feature "open in" by tapping on an attachment and send a copy of a PDF file to Scoremusic APP



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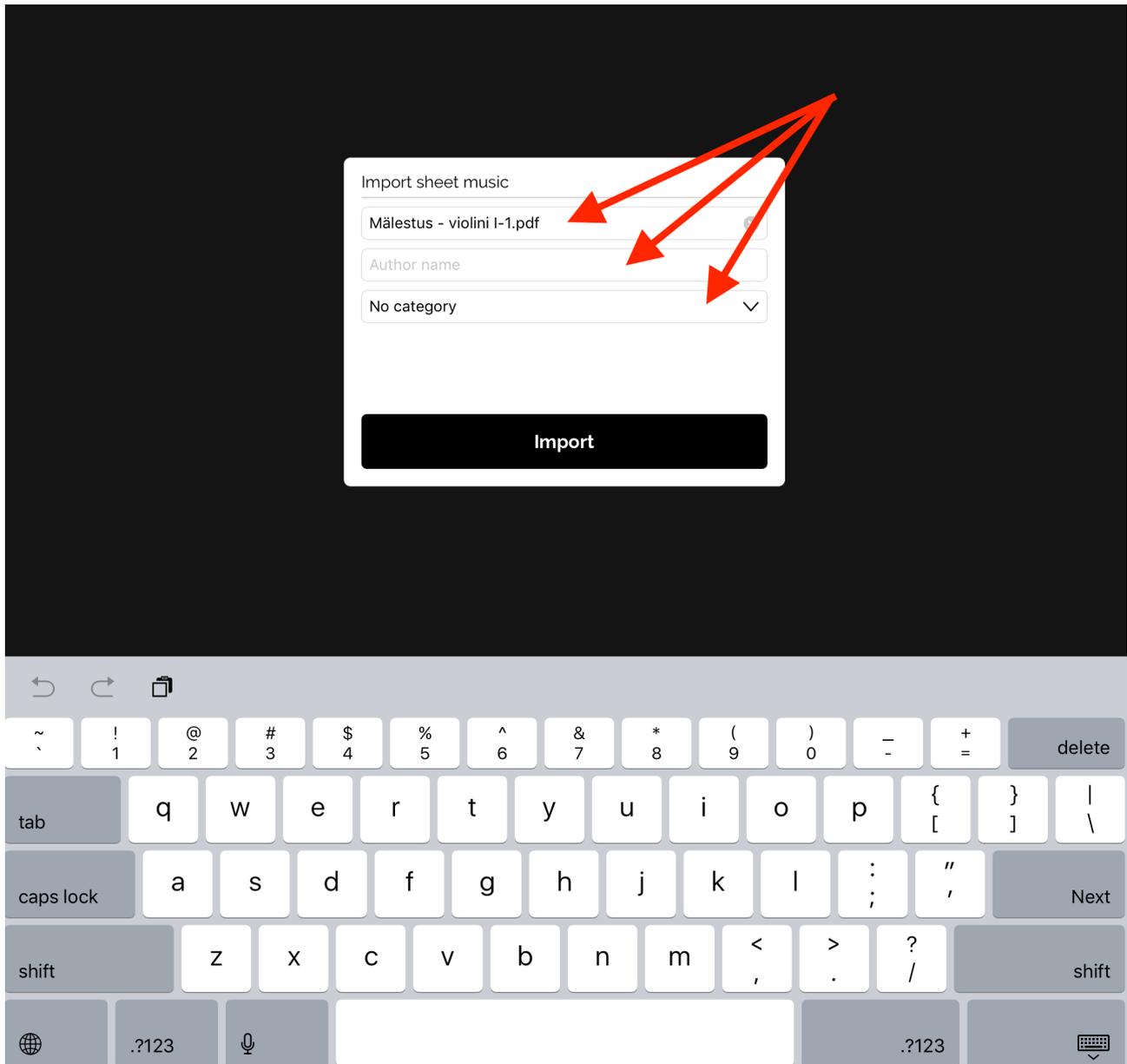
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NOTE: You can not import new music when you have some music open in reading view in the Scoremusic APP at the same time.

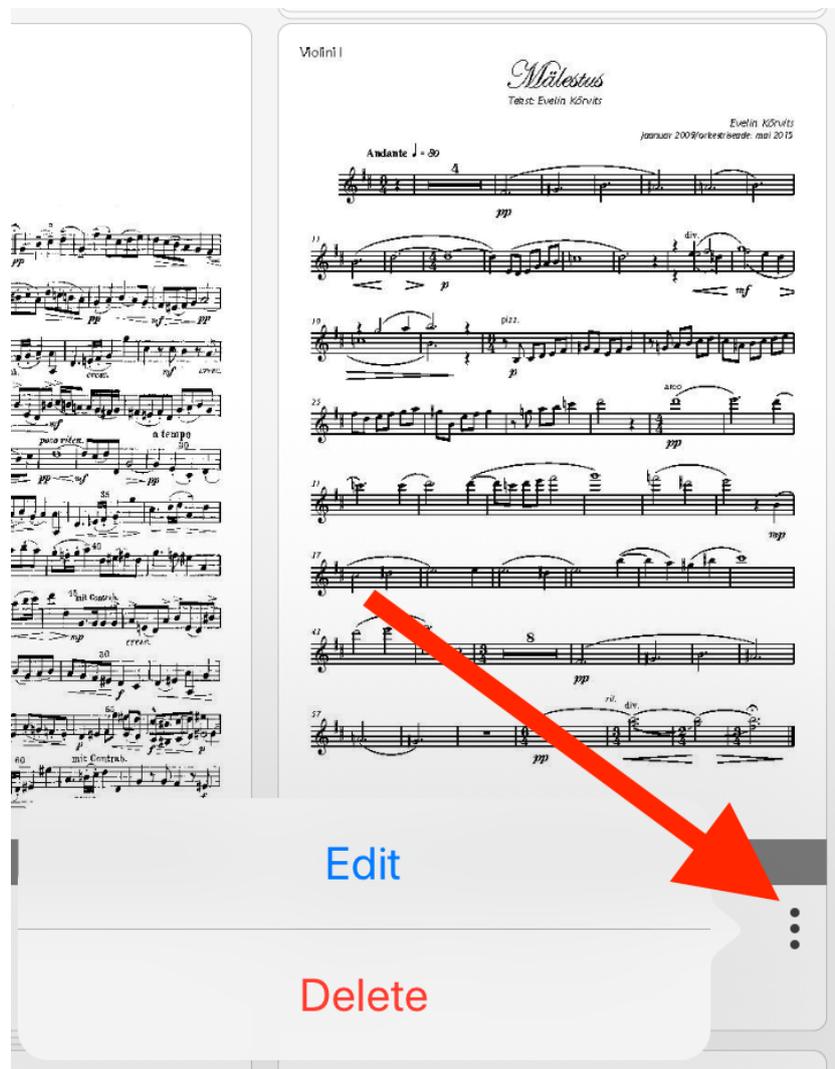
NOTE: archive - collection of orchestra parts and conductor's score from selected composition piece (ZIP file) is not available to import via Scoremusic App. It is possible only via WEB (look at page nr. 9).

Edit compositions name / author / category

Private user and Admin can edit composition name/author/category after importing new music.



It can be done directly after importing or later by clicking on "⋮" on the bottom right of selected music icon, in the list of MY MUSIC



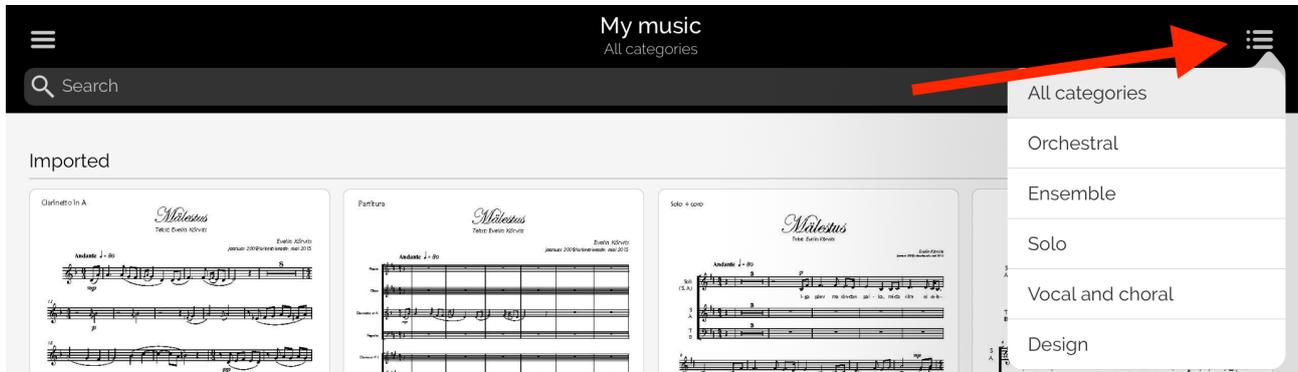
Search by name of the composition/author

All types of users can search imported or shared music by name of the composition and/or author by using the search bar above the music icons.



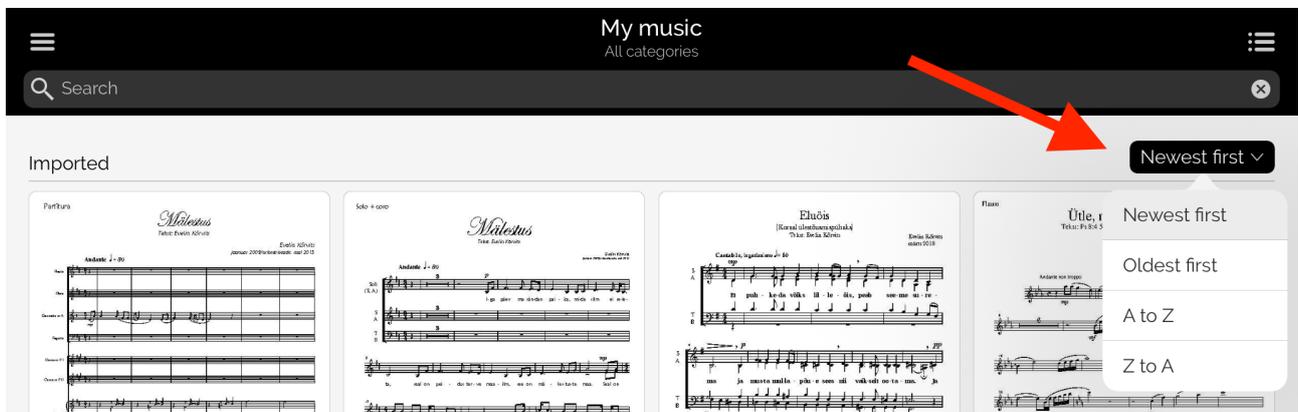
Filter music by categories

All types of users can filter the imported music by categories when clicking on the pictogram on the top right.



Sort music by newest/oldest according to added time and by A-Z/Z-A

All types of users can sort imported or shared music by newest/oldest and A-Z/Z-A by clicking on the button on the right above imported music icons.



Open music in MY MUSIC

All types of users can open music for reading and annotating it by clicking on the music icon in the list of MY MUSIC.

After opening music you will see it in “preview mode”. By clicking on the button on the top right or double tapping on the music, you will see it in “full screen mode”.

To close the music, use “X” button on the top right.

NOTE:

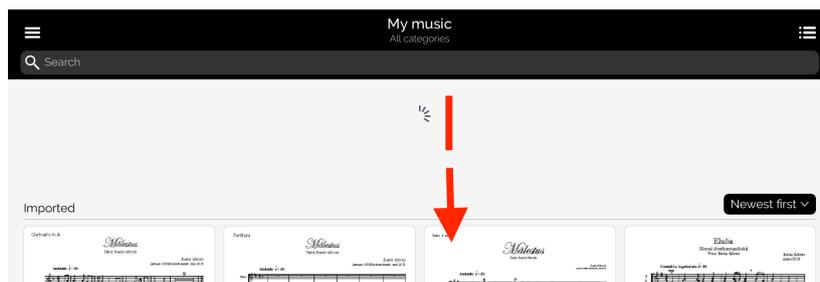
1. Private user and Admin can open all files and archives uploaded by themselves.
2. For Private user and Admin all the music parts in the archives will be shown separately in one screen, and for detailed view click on the selected music part.

The screenshot shows a music archive interface for 'Mälestus' by Evelin Kõrvits. The interface displays a grid of eight PDF files, each representing a different instrument part. The files are: Violoncell, Violini II, Violini I, Viole, Seo + oop, Fartšus, Oboe, and Kannel. Each file thumbnail shows the first few staves of the musical score, including the title 'Mälestus' and the composer's name 'Evelin Kõrvits'. The interface also includes a search bar and a 'Newest first' dropdown menu.

3. Group leader and Group player can open and see only music parts that are shared with their (particular) group.

Refreshing the list of My music

Just drag the list downward until it starts to refresh, then let go and it'll be updated



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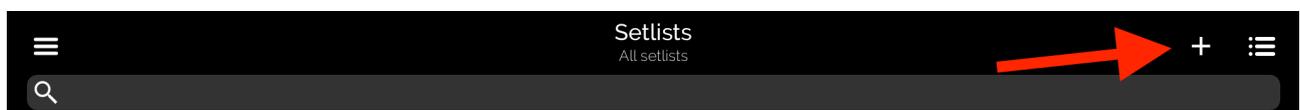
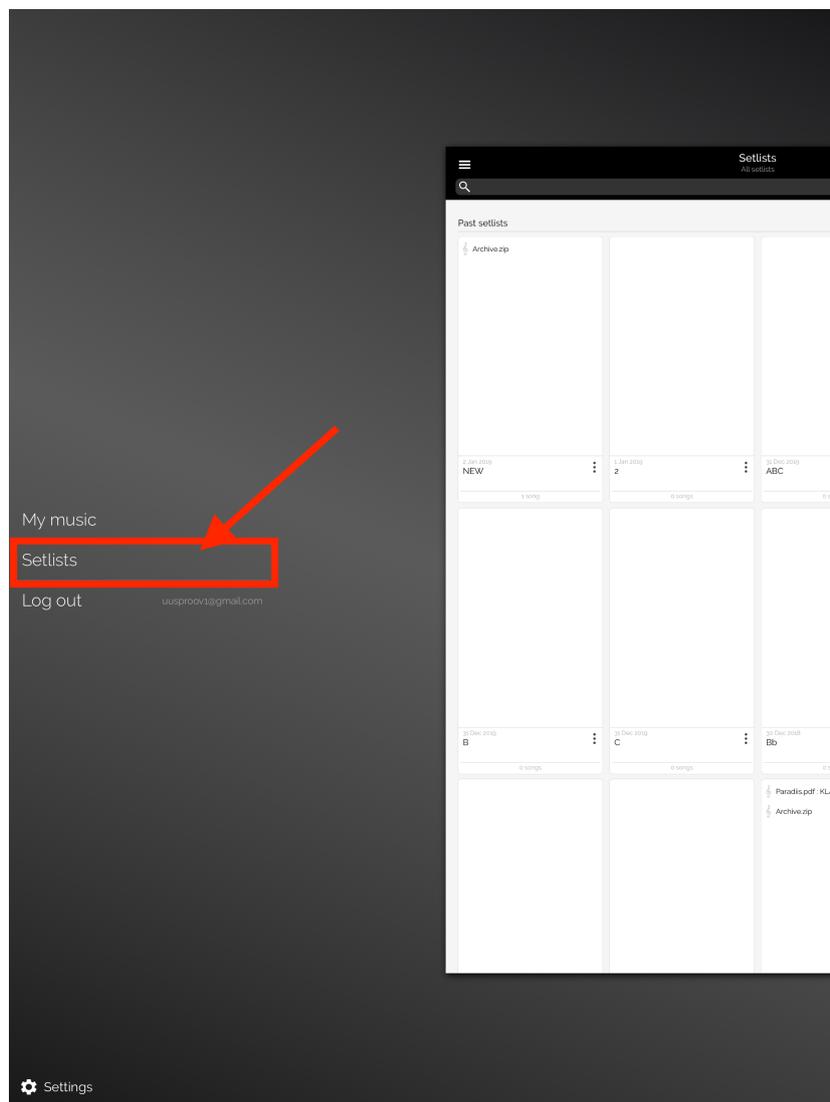
NOTE: Use this function for updating your data over cloud e.g some new music has been added via WEB and you need to sync it with your iPad

Setlists - second option at the main menu

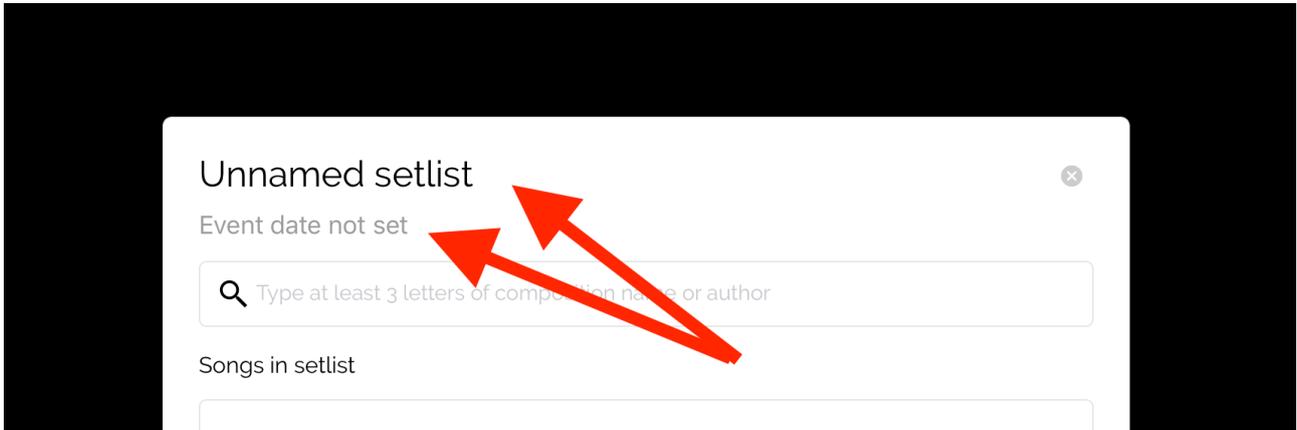
Add a setlist

Available only for Private user and Admin.

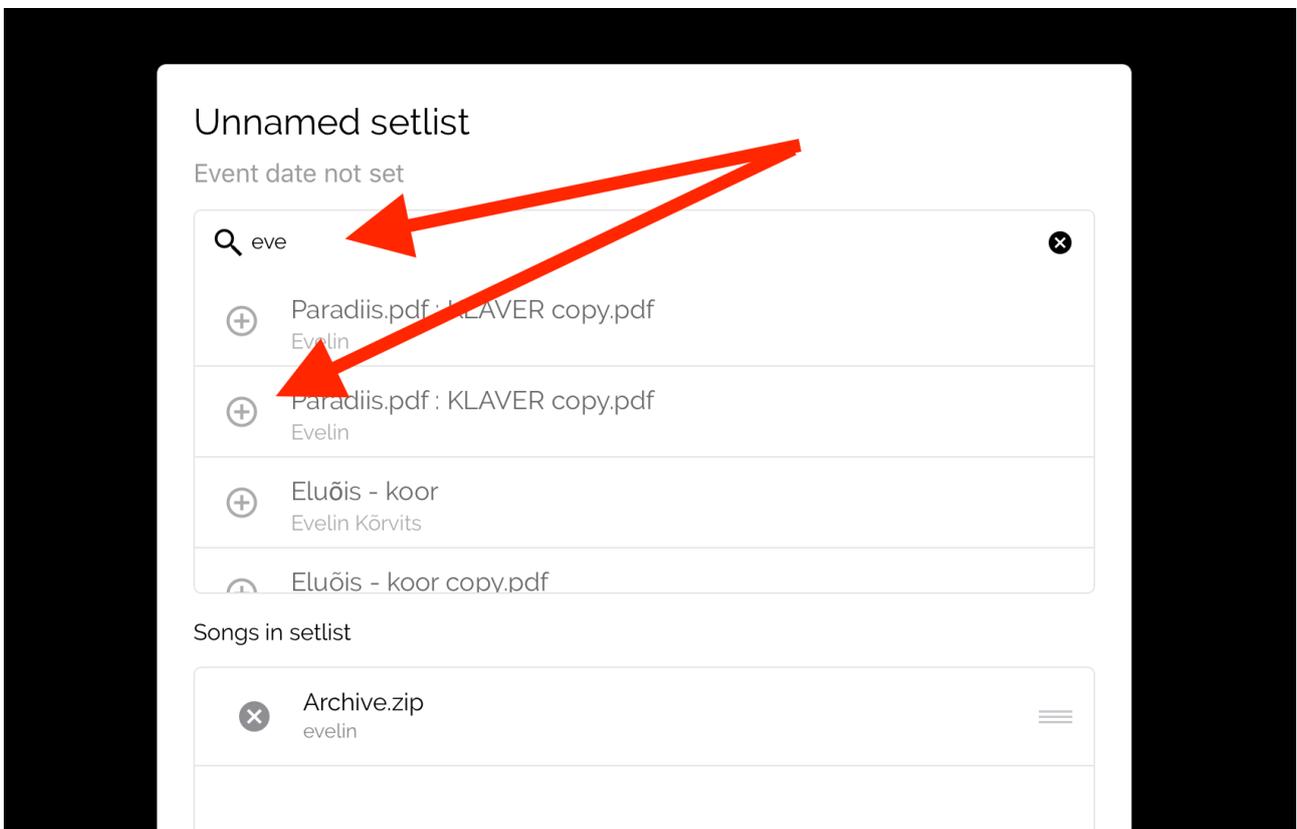
Click on "Setlists" at the main menu, then click on the pictogram "+" on the top right.



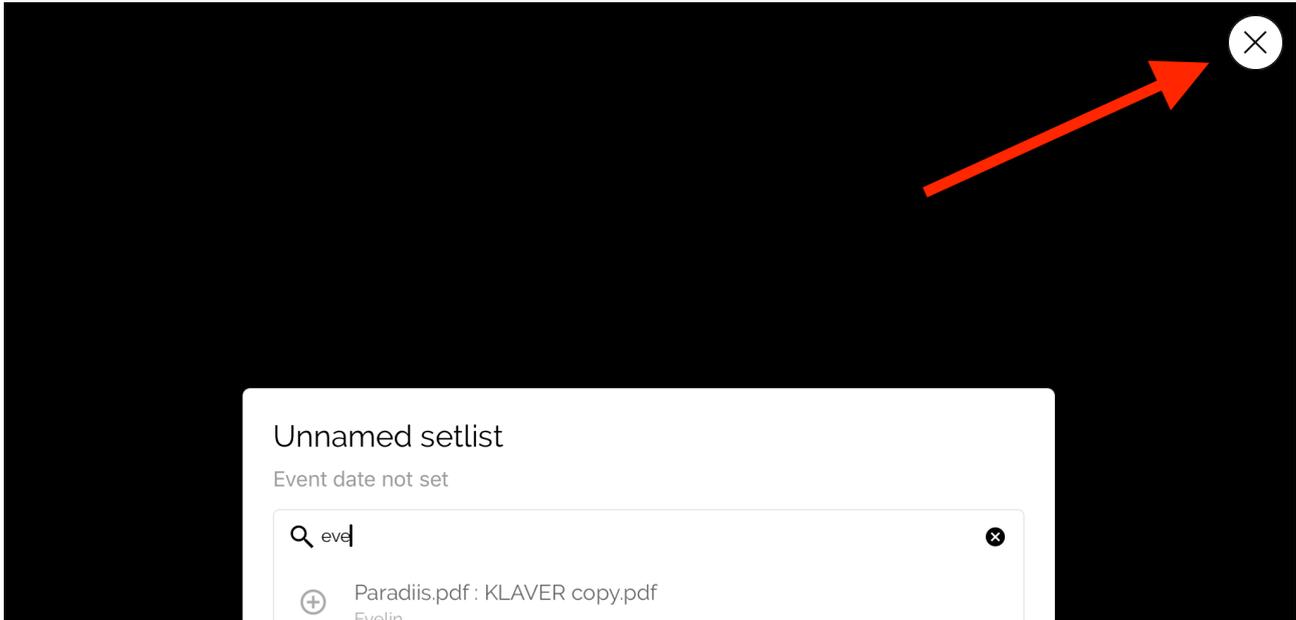
Give the name for the new setlist and set the date for upcoming rehearsal or concert.



Next use the search bar to add music to Setlist from MY MUSIC library. Enter minimum of 3 characters from the title of author or name of the composition. You will see the result of the selection from your list of MY MUSIC, then choose your desired composition by clicking on "+". Continue in same way if you want to add more music to the particular setlist.



To close setlist view, click "X" on the top right.



NOTE:

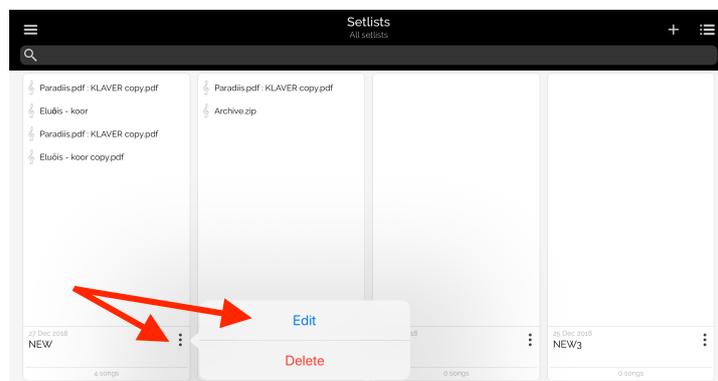
1. If Admin adds archive (ZIP file) via APP to setlist he/she needs to be sure that all the parts in that archive have been shared with groups before in WEB. In APP you can't share music with group: see "Share music" in submenu "MY MUSIC" (FUNCTIONS AVAILABLE IN WEB).

2. You can use one composition in different setlist at same time with all annotations

Edit setlist

Available only for Private user and Admin

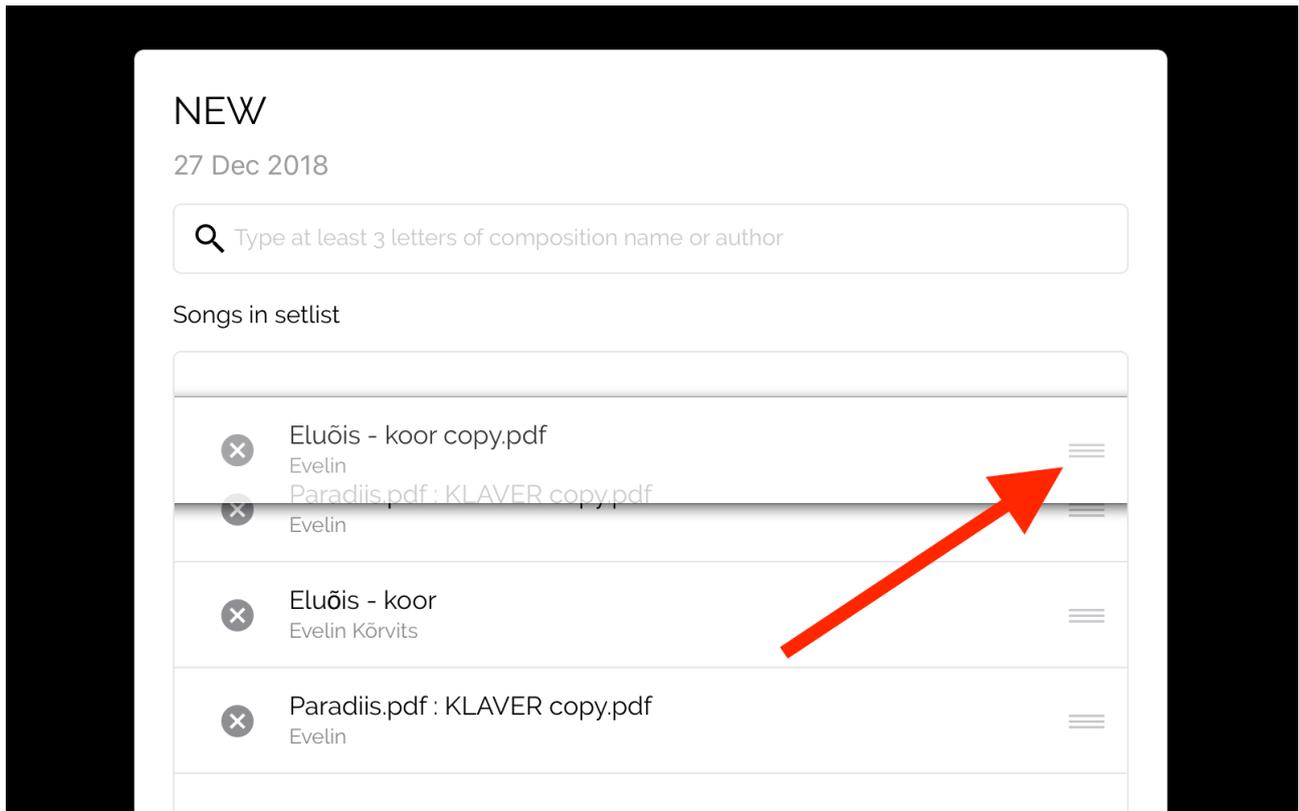
Click on ":" on the bottom right of selected setlist icon in the list of Setlists and choose "Edit"



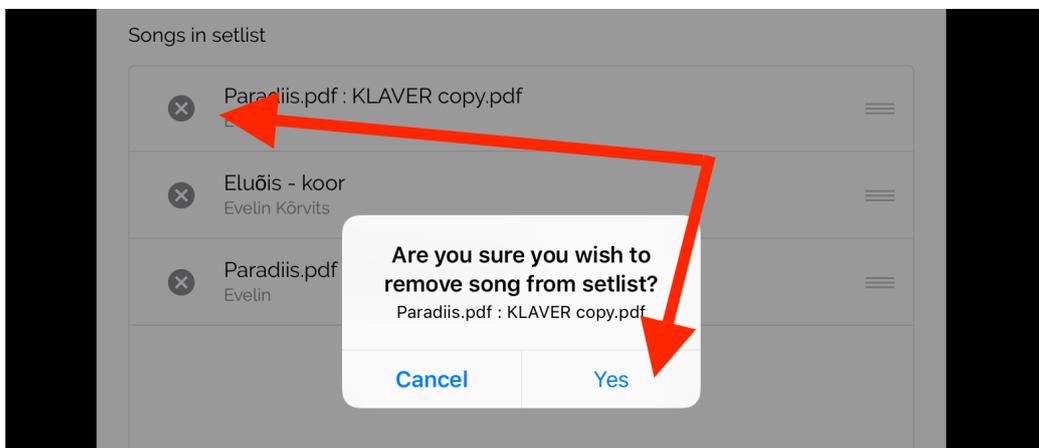
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1. Edit name: tap on the name of the setlist and you can change the name using the keyboard.
2. Edit date: tap on the date of the setlist and you can change it using the calendar.
3. If you need to put the music in concert or rehearsal order click on the pictogram "=" after the title of the composition, and you will be able to drag and drop the composition to the right position in the setlist.



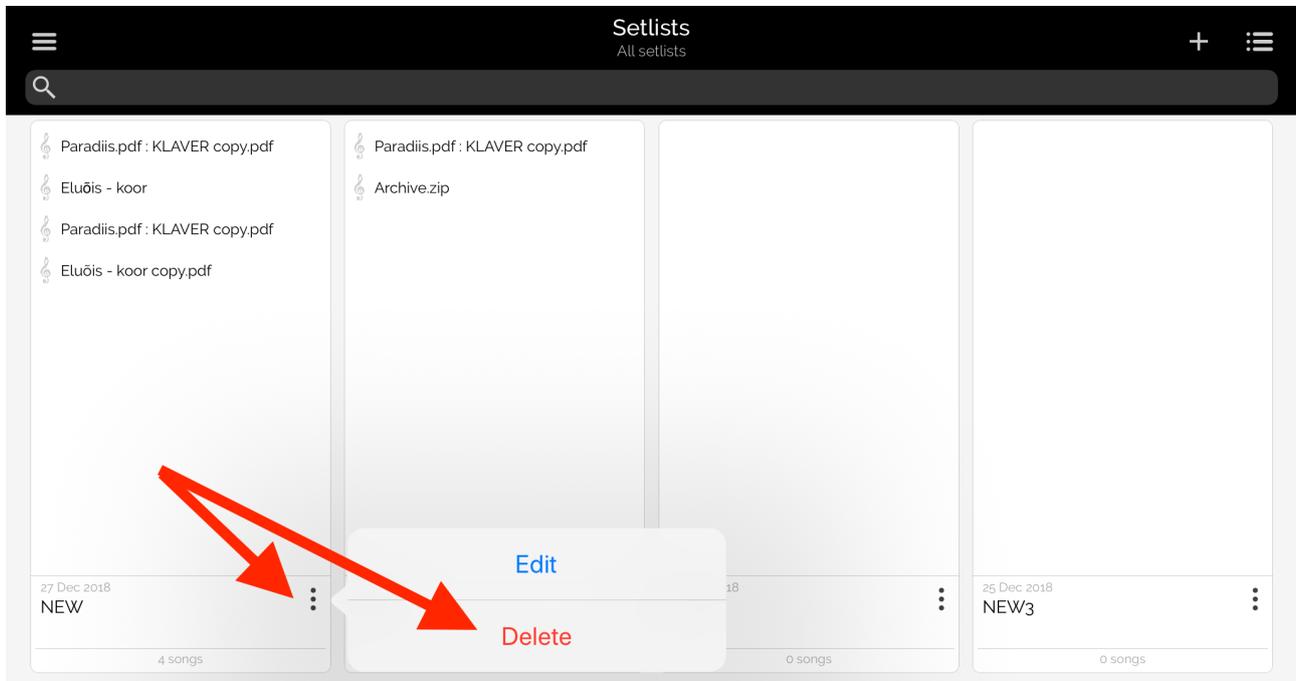
4. If you need to remove or delete the music from the setlist, click on "x" in front of the title of composition.



Delete Setlist

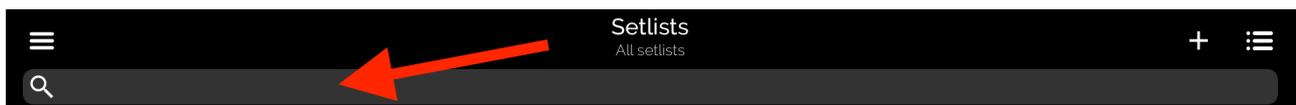
Available only for Private users and Admin

Click on "⋮" on the bottom right of selected setlist icon in the list of SETLISTS, and choose "Delete"



Search setlist by name

All types of users can search setlist by using the search bar above the setlists icons.



View all setlists grouped by All/Future/Past/Without date

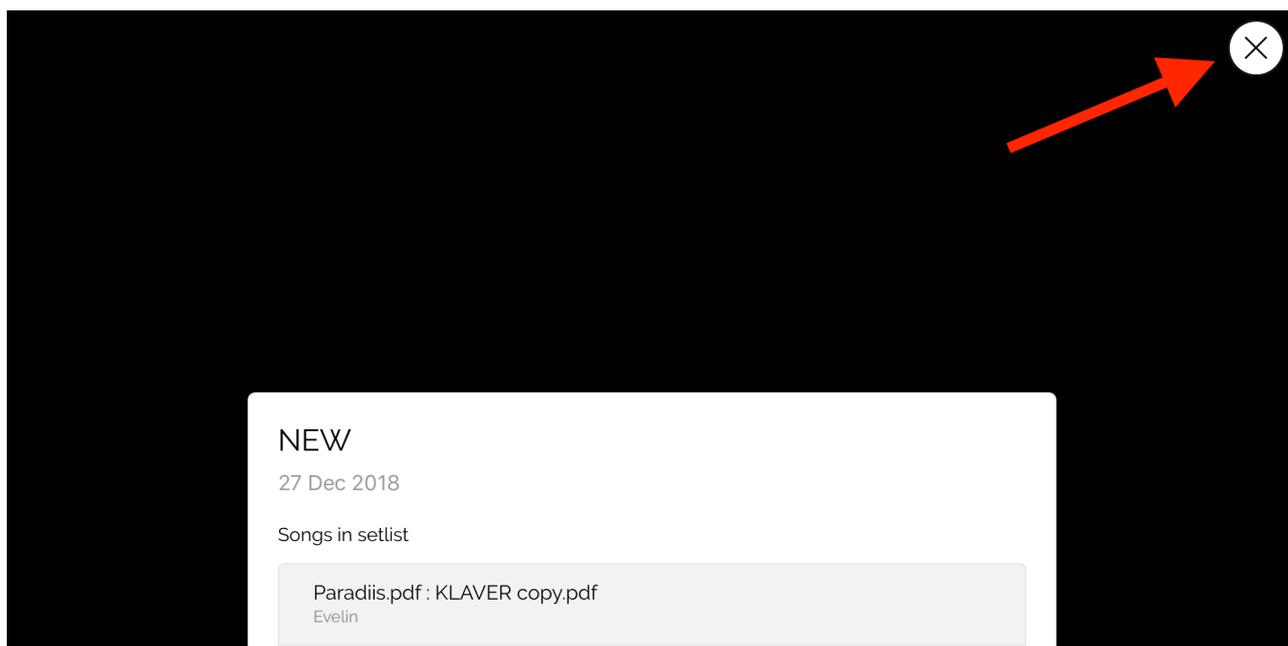
All types of users can view all setlists grouped by All/Future/Past/Without date by clicking on the pictogram on the top right.

Open music from setlist for detailed view

- All types of users can open music from the setlist for a detailed view in order to read and annotate it by clicking on the name of the composition.
- After opening music you will see it in "preview mode". By double tapping on the music, you can see it in "full screen mode".
- To open next composition in the setlist, use "X" button on the top right.

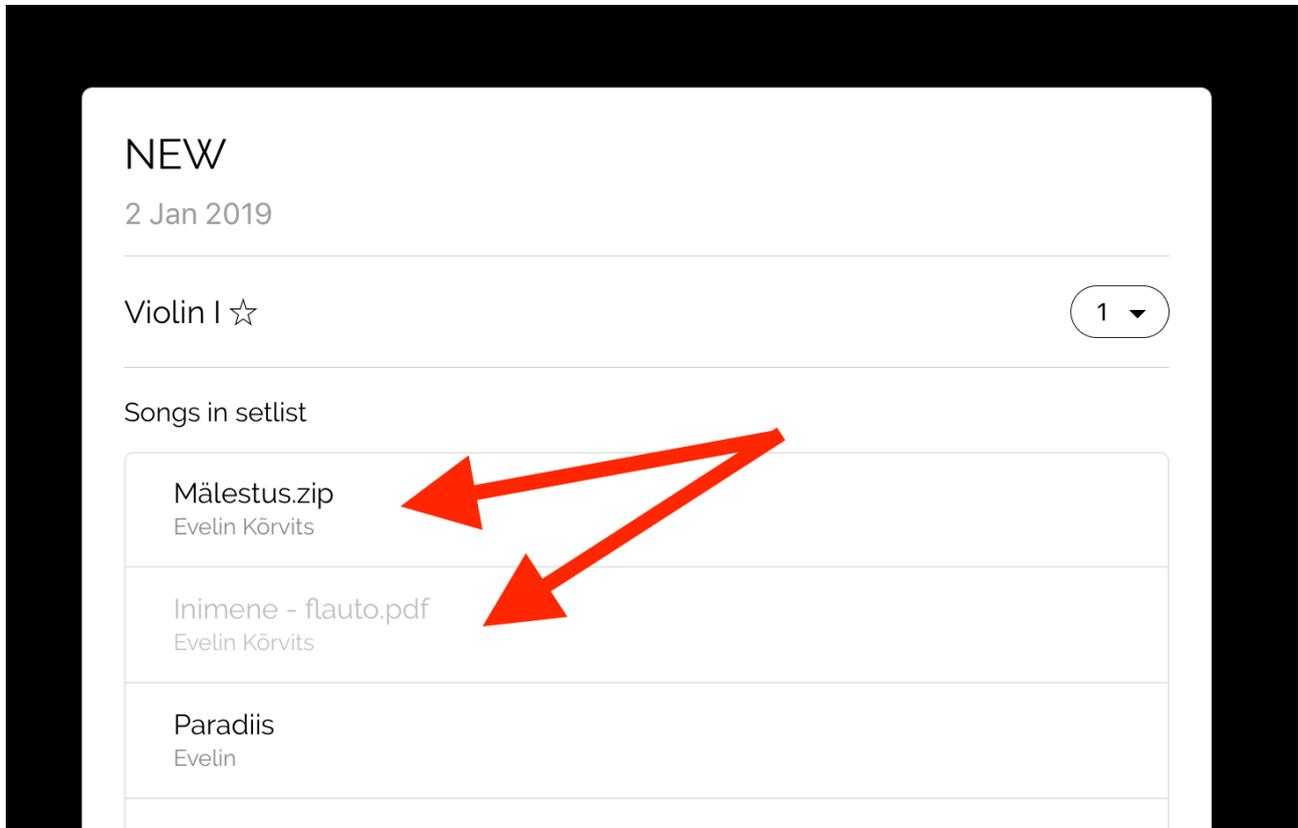


- To close setlist, use the "X" button on the top right in setlist view.



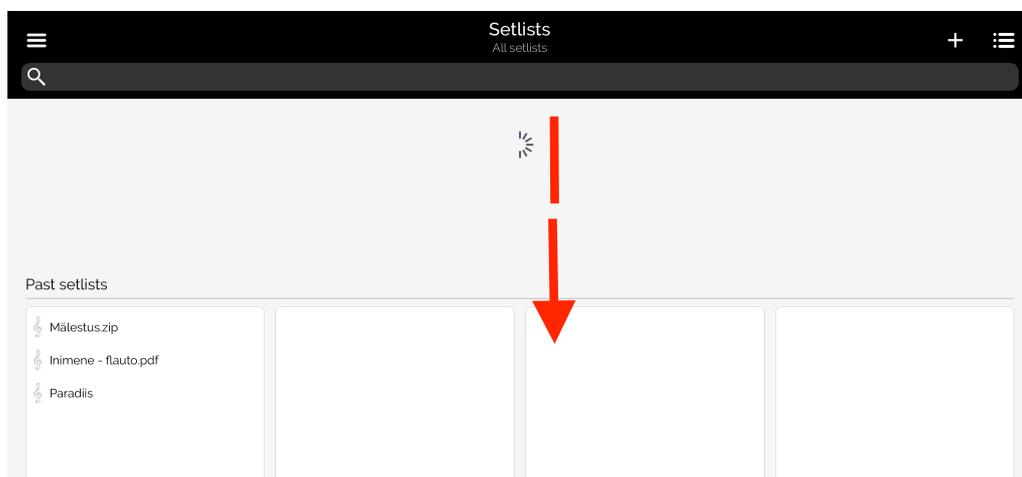
NOTE: All the Group users can open and see only their own parts shared with them in the setlist, due to different linking codes.

If you can't open music in setlist as a Group user, means you are not connected to this composition - e.g. you don't have a music part for a particular piece in the program (in that case the title of the Composition in setlist is gray not black)

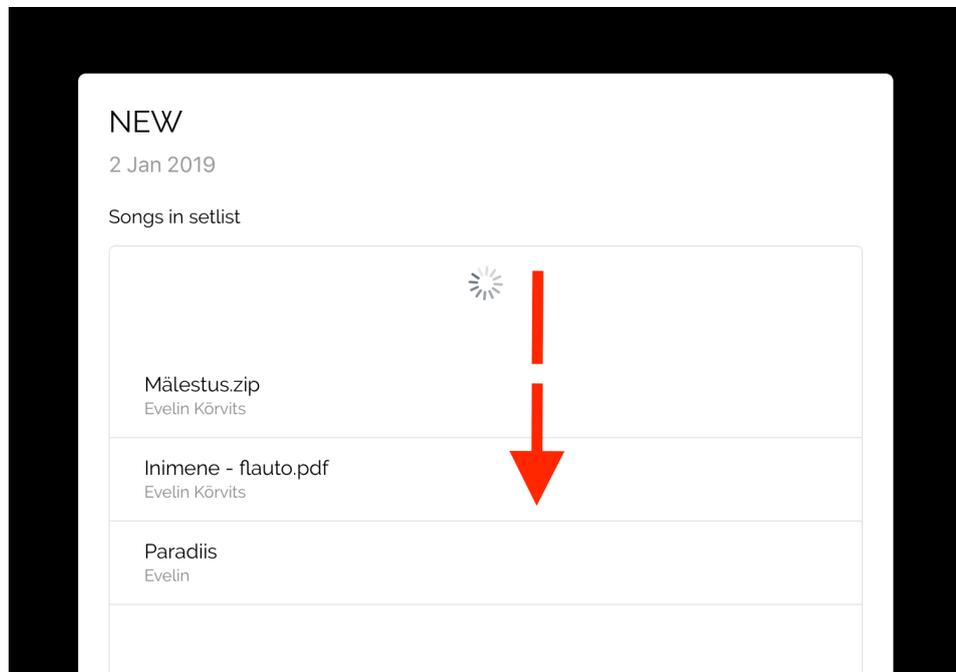


Refresh setlist

If you need to refresh all the list of setlists, just drag the list downward until it starts to refresh, then let go and it'll be updated.



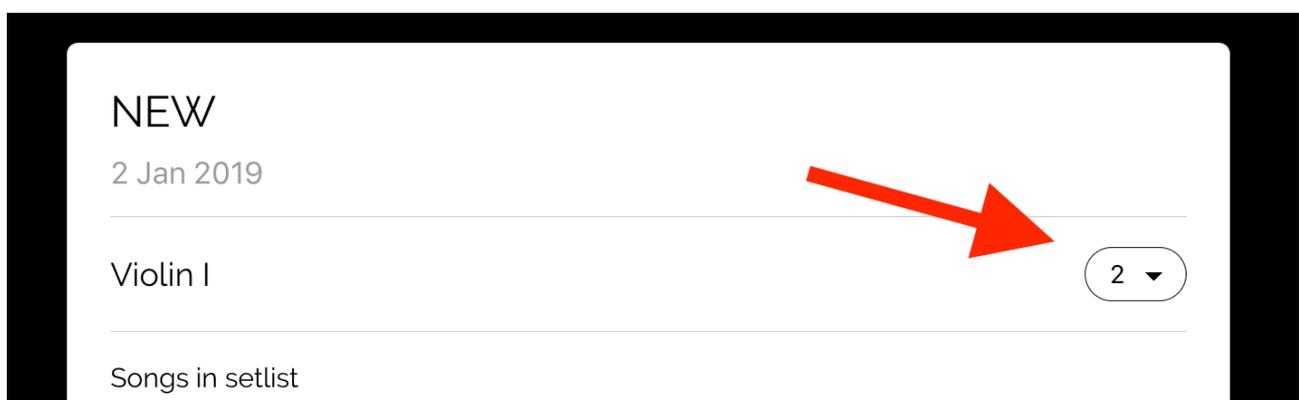
If you need to refresh only the content of the selected setlist, then drag the content of the particular setlist downward until it starts to refresh, then let go and it'll be updated.



NOTE: Use this function for updating your data over cloud e.g some new setlist(s) or some new music to setlist(s) has been added via WEB and you need to sync it with your iPad

Switch between stands in selected setlist

If you are logged in as group user with stands, you can see your username with stand number after group name. You can switch between the stands by clicking on the number. You will see all the layers of annotations which are connected to the selected stand.



NOTE:

1. If you switch between stands on the current device and account then only the last edited layer is always visible and editable (VE) by default.
2. All Group users can see only the layers made in selected stand
3. When using an existing account on a new device, all simple layers are stored in cloud and listed in the layers menu. Your layer will be visible and editable (VE) after downloading it.

Settings

Apple Pencil mode ON/OFF

Apple Pencil mode ON requires the bluetooth connection of Apple Pencil.

NOTE:

1. Apple Pencil is by default ON while using iPad Pro.
2. Apple Pencil is by default OFF while using iPad.

Offline mode ON/OFF

Offline mode is by default ON and saves all files for offline usage. It enables to view files and annotations offline.

If offline mode is ON, as soon as device is online, it automatically:

1. Updates the account content with changes made while device was offline
2. Merges annotations made in offline

NOTE: If more than one person makes changes offline for the same account and layer combination, some remarks can be lost!

Functions available offline (when Offline mode is ON)

NOTE: Being online with the same account on the current device is required at least once.

1. Logout/Login
2. View setlists
3. Open files
4. Turn on/off remarks layers, bringing one of them in front (by coloring red)
5. Edit existing layers
6. Use bookmarks/shortcuts for navigations

Application language

Application is available in English and Estonian at the moment.

Definitions of layers

To start making annotations for the first time on your music, you need to have a layer first.

Layer - layer of annotations on music that has name and type (leader/simple)

Leader layer - visible to all type of group users and Admin, editable on the leader account, every music (file) can have 0-1 leader layers at the same time. Leader layer is a music (file) dependent - can be visible (if switched ON) by any user that has access to the music (file).

Normal/simple layer - created, visible and editable only on its owner account, can be switched to leader layer by leader owners. Every music (file) can have 0-* (infinity) normal layers shown in special order defined by the user.

Simple layer is account dependent - visible only to the account owners.

Add layers

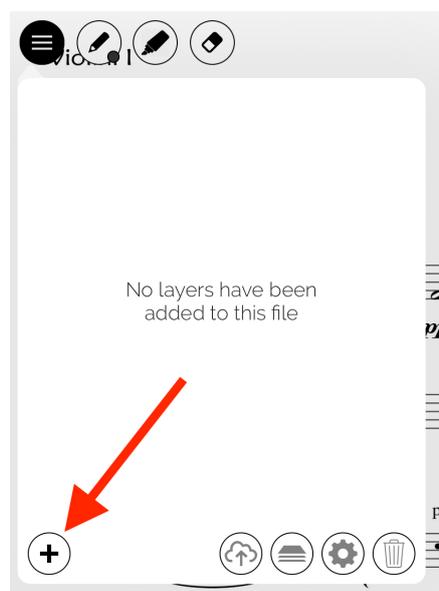
Open music and click on the button on the top left for opening the toolbar.



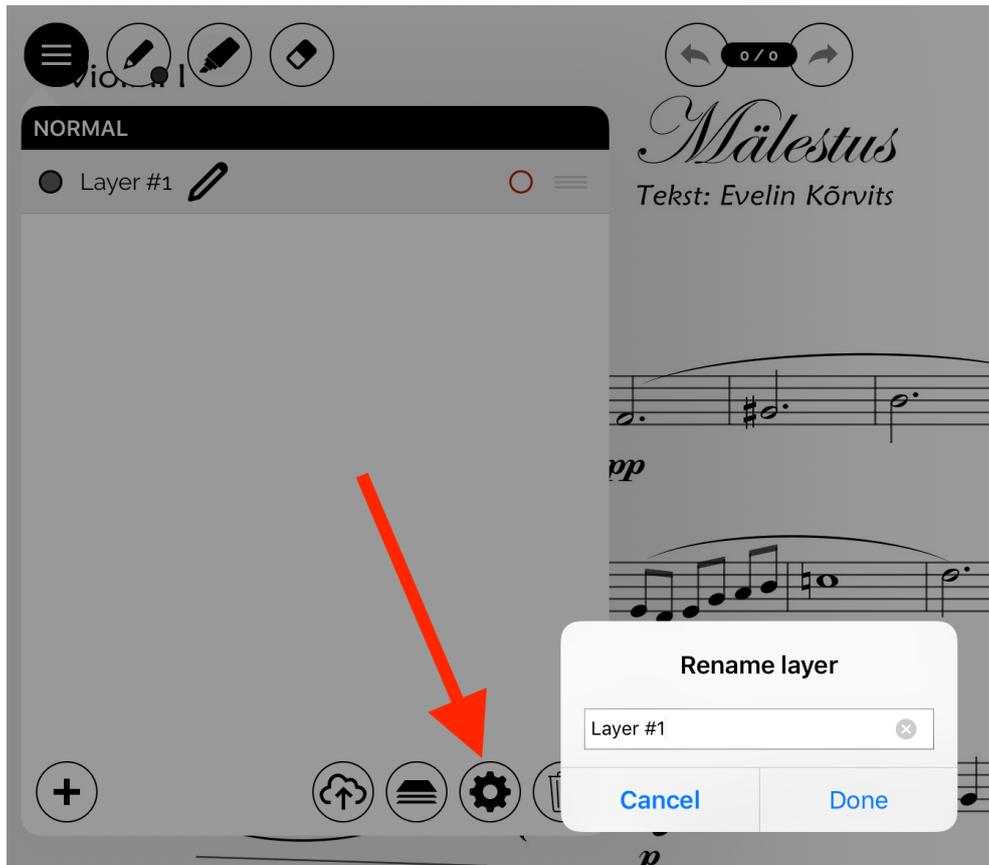
The first option is for layers.



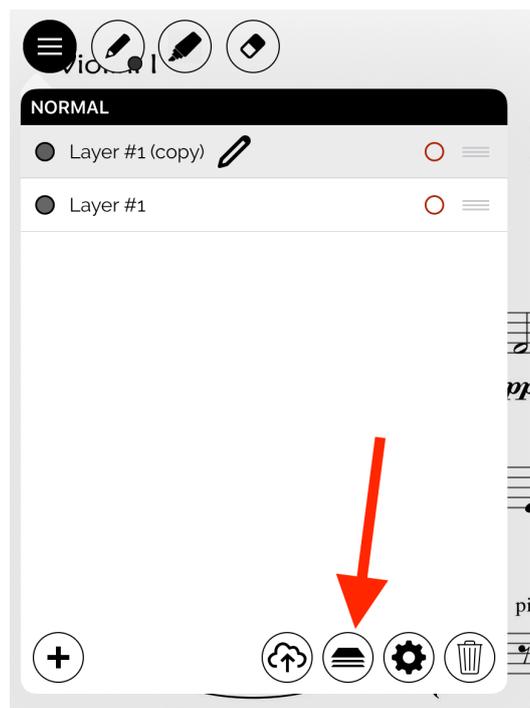
Tap on "+" to add a new layer (You can add multiple layers).



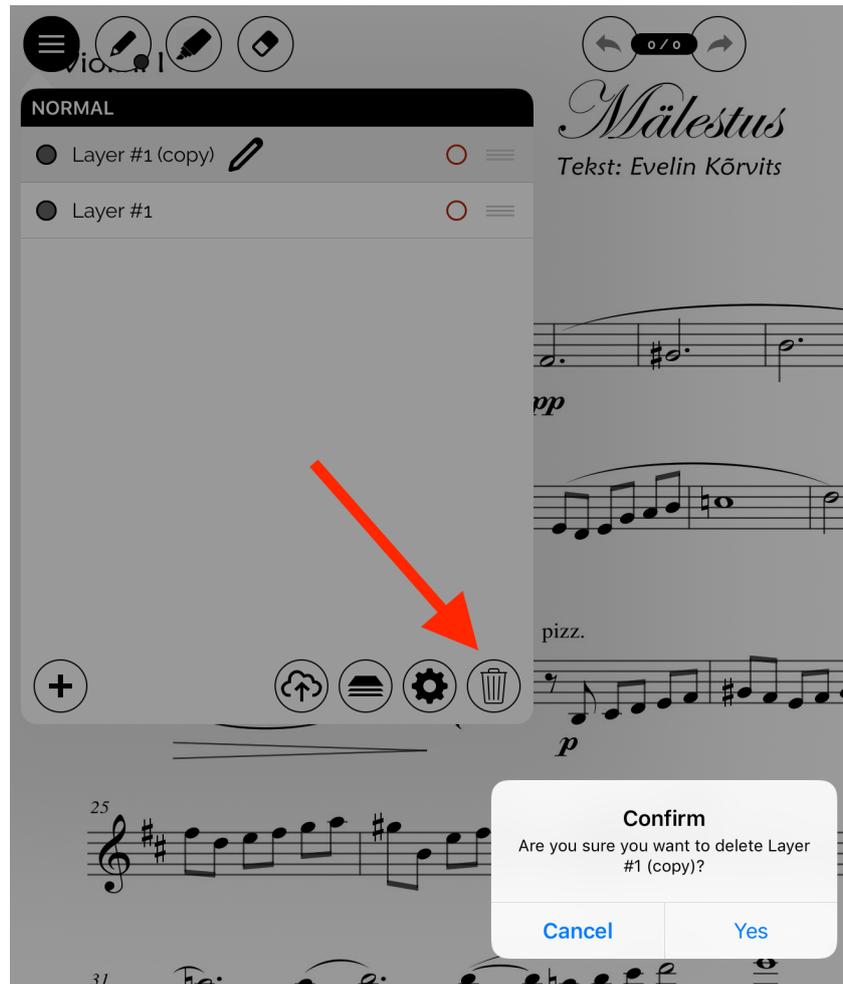
Click on the pictogram to rename the layer.



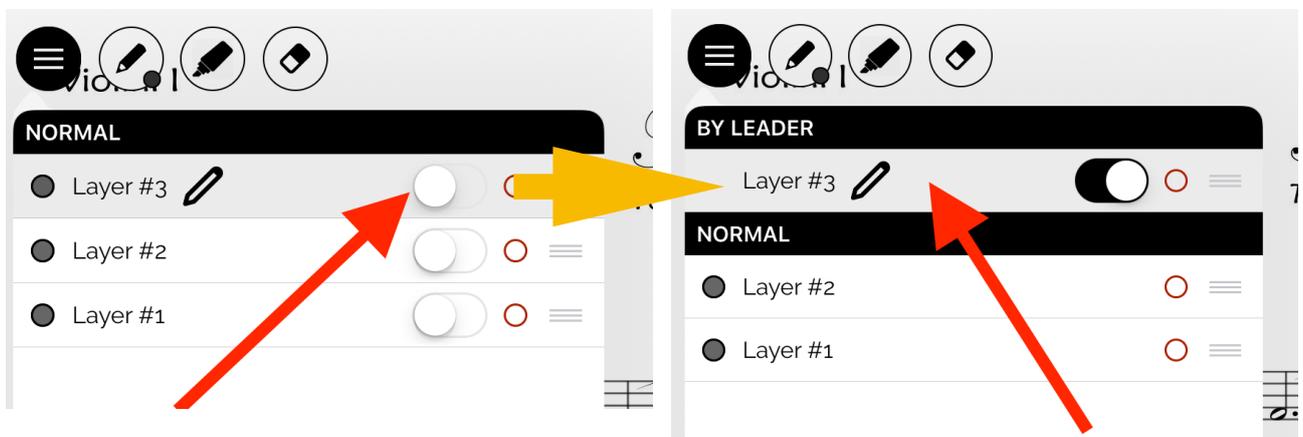
Click on the pictogram to make a copy of the selected layer.



Click on the pictogram to delete the selected layer.

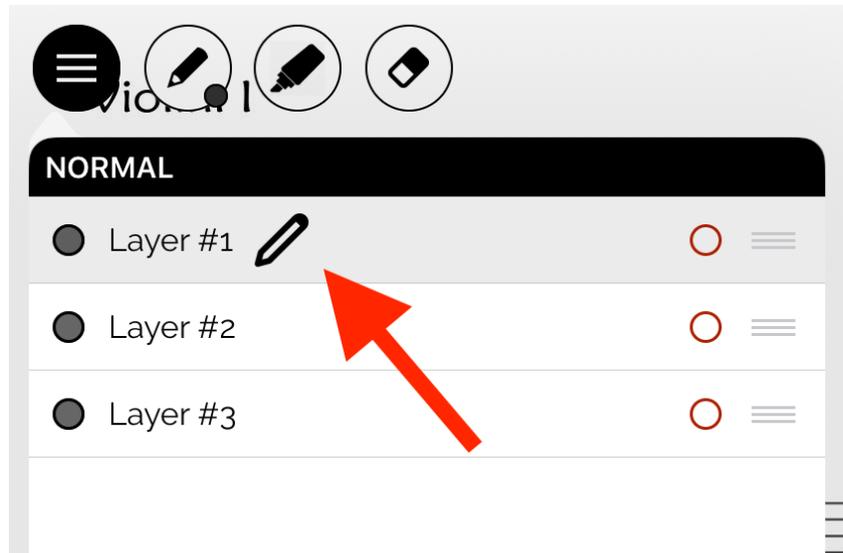


Use switcher to switch from Normal layer to leader layer (available for Group leader)



NOTE:

1. Newly created layer is always available, visible and editable (AVE = listed in the layers menu, switched on, pencil icon on the grey background)



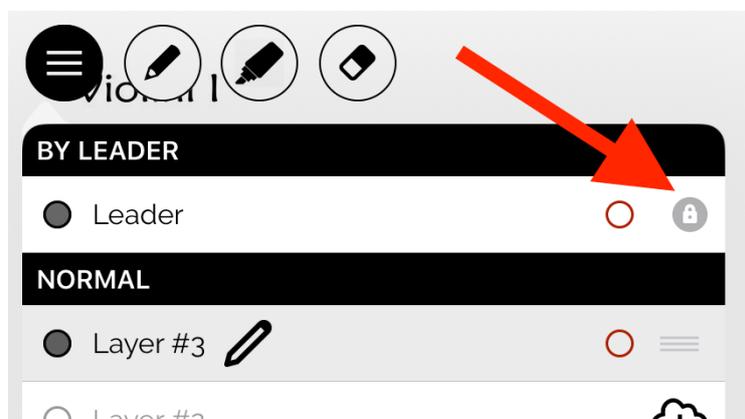
2. To activate a new layer in the list for editing, click on the (selected) name of layer.

3. NB! Maximum 1 layer can be active at the same time for annotating.

4. Latest edited layer is always AVE

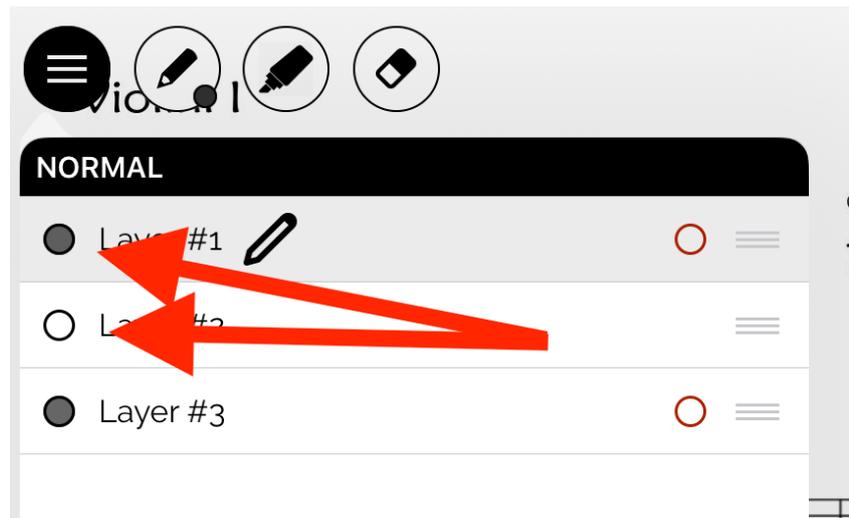
5. Purpose of making a copy of the selected layer: for example, if there is a different approach of interpretation for the same composition, you can keep the existing layer and use it as a model for the new layer.

6. In read-only view, the layer has a locker icon (leader layer for Group players and Admin)



Make Layers visible/invisible

If you have many layers on the same music, you will be able to make them visible/invisible by clicking on the circle icon in front of the name of the layer. This is useful for group users who read the same music part and need to see several annotations at the same time (e.g in string groups where two players are using the same music and different layers).



Bring one of the layers in the front by coloring it red

If you have made several layers visible and you need to edit your active layer (e.g erase some annotations like fingering, see the areas where you have used white color for “erasing” printed marks etc.) and you are not sure what are your own marks then you can bring them in front by clicking on red circle icon behind the name of the active layer. You will see only selected annotations in red (color) and it’s much more easier to edit them.

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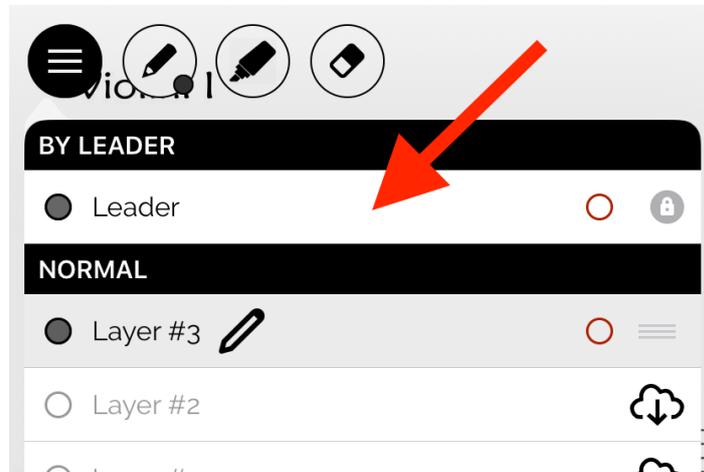
Change the layers order in the layers list

Click on the pictogram "=", then drag and drop the layer to the right position in the list.

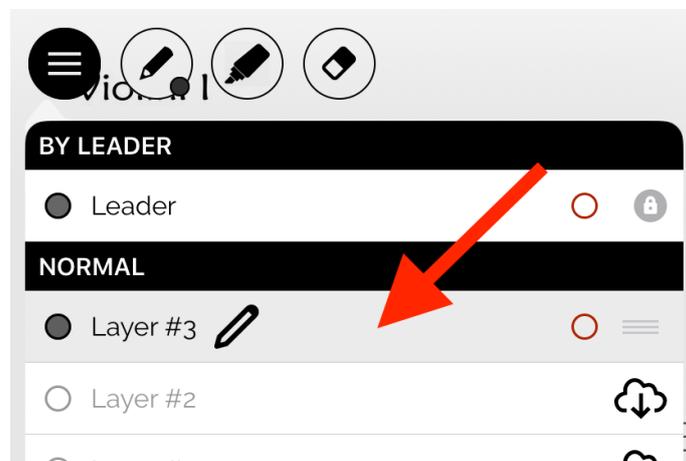
NOTE: Newest layer will always be on the first position.

In General

-Leader layer (if exists) is visible to all type of group users and Admin by default.



-Lastly edited layer by all type of users on the current device and account is always AVE by default (after login).

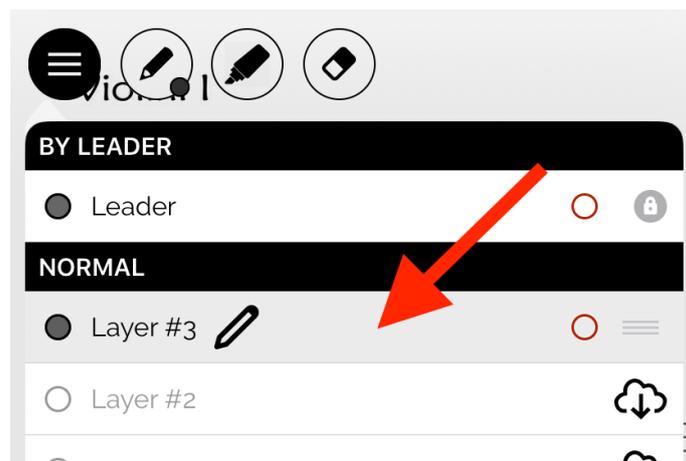


-Layer(s) status of all types of users during the session is dependent on account's last action(s) and/or choice(s)

-When using an existing account on a new device, all simple layers are stored in cloud and listed in the layers menu. Layers will be visible and editable (VE) after downloading them.



-Being a group user If you switch between stands on the current device and account during the session, only the latest edited layer is always visible and editable (VE) by default.



Tools for annotations

Open toolbar

Click on the button "..." on the top left to open the toolbar.

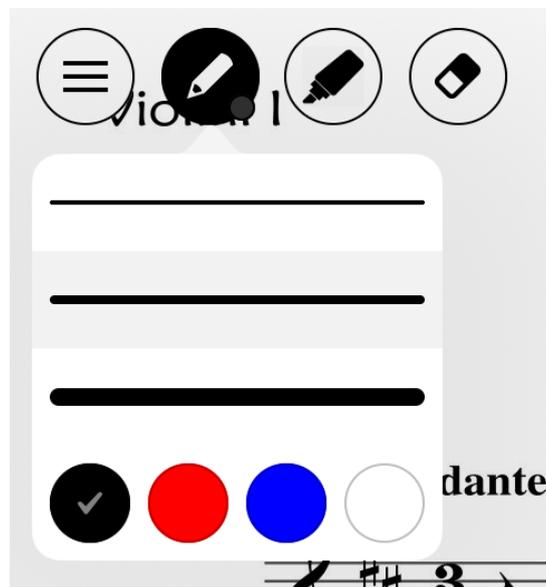


Pencil

By default tool. In case the music has a layer, open music and start making annotations with pencil without choosing a tool. You can lay your hand on your screen while annotating.



Click on the Pencil icon to open a popup window for choosing options for the size and color. Click outside of the popup window to start annotating.



NOTE:

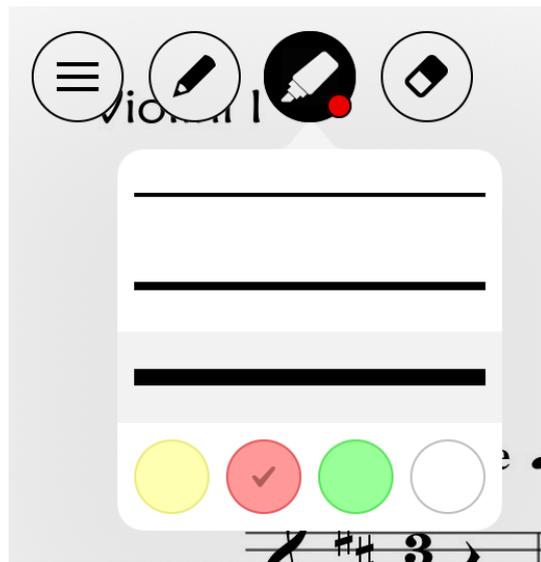
1. Pencils default settings: color - black, thickness: second (middle)
2. Your preferences (size and color) will apply during the session - apply for current device and reset after you log out.
3. Apple Pencil is by default ON when using iPad Pro.
4. Apple Pencil is by default OFF when using iPad (regular not Pro). If the music has a layer with finger, you can make annotations after selecting a tool from the toolbar (e.g. pencil, marker, eraser)

Marker

To activate marker, click on the Marker icon.



By clicking once more, it will open a popup window for choosing options for the size and color. Click outside of the popup to close the window and start using Marker.



NOTE:

1. Marker default settings: color - red, thickness: third (widest)
2. Your preferences (size and color) will apply during the session - apply for current device and reset after you log out.
3. Marker is designed to keep horizontal and vertical lines straight.

Eraser

To activate eraser, click on the Eraser icon.



By clicking once more, a popup window will for choosing options for size and color. Click outside of the popup to close the window and start using Eraser.



NOTE: Eraser default settings: Color: white, Thickness: first

NOTE: Your preferences (size and color) will apply during the session - apply for current device and reset after you log out.

Undo / Redo

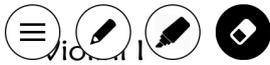
You can use the arrows in the center of the top for cancelling your last annotation and restoring it.



NOTE: You can use it on current page

Hide toolbar

Click on the pictogram to hide the toolbar



In General

Latest used tool is active during the session if the toolbar is visible. Pencil is again the default tool after hiding the toolbar

Zoom IN/OUT

You can zoom in and out on music with two fingers

1/3

1/3

Bookmarks

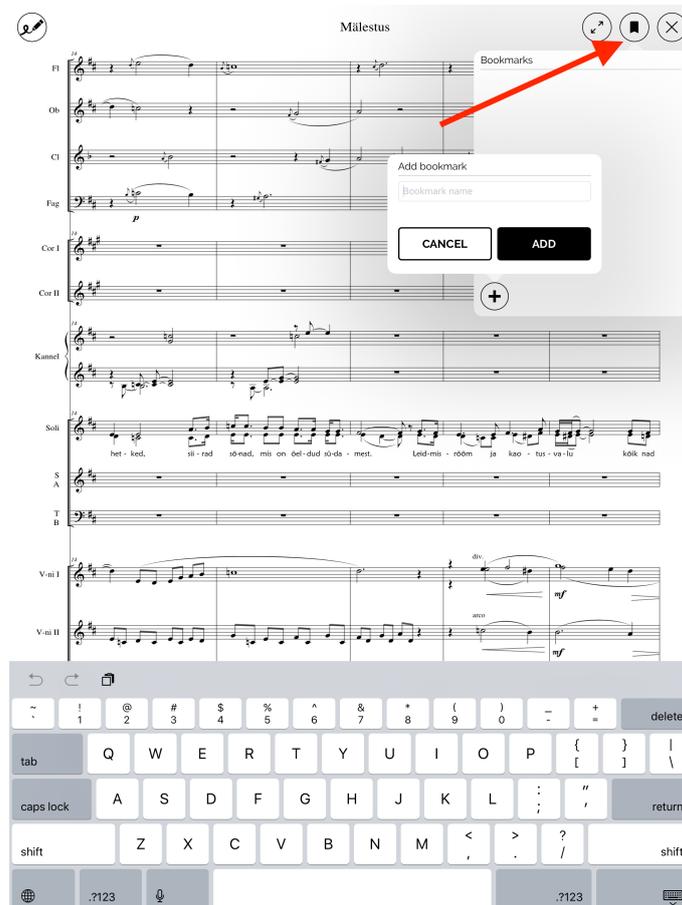
You can easily navigate through the music by using bookmarks for different movements, rehearsing by letters or numbers.

NOTE: Creating Bookmarks is available only for Private user and Admin and Group Leaders.

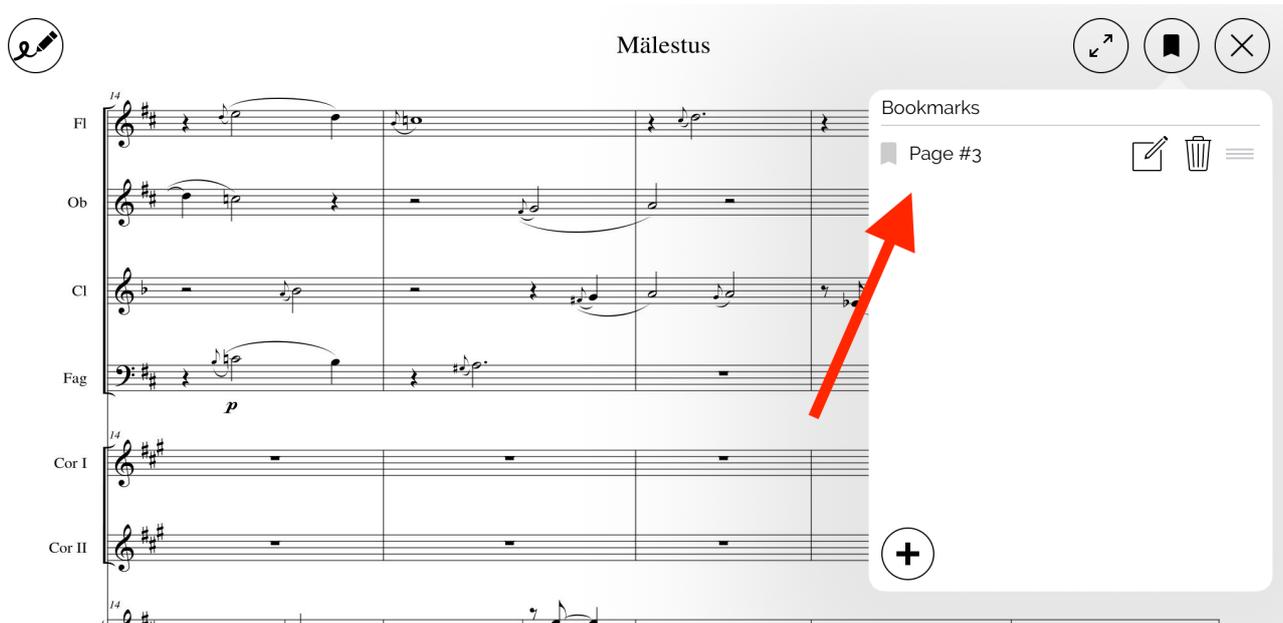
NOTE: Using Bookmarks is available for all types of users

Create a bookmark

Open the page where you want to add a bookmark. Click on bookmark icon to open a popup window. Tap "+" to add a bookmark and give a name for a bookmark (e.g number of movement, name or tempo of movement etc.).



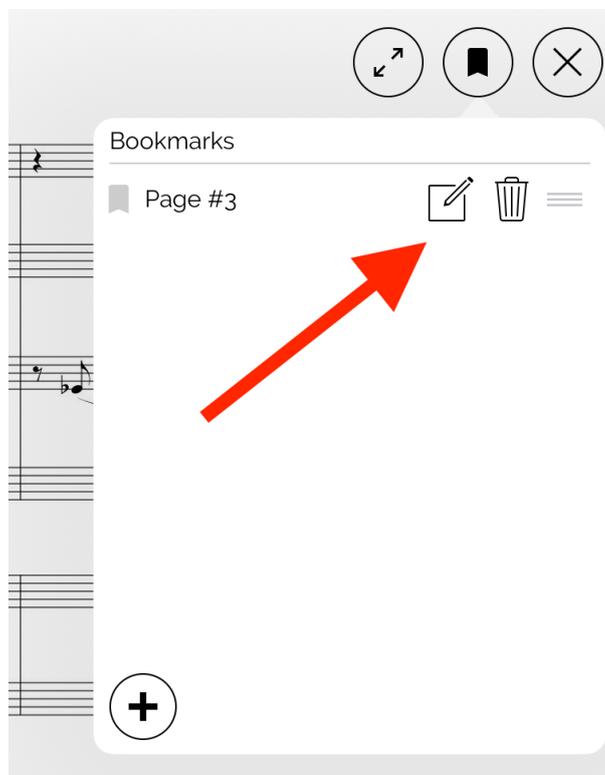
Now you will see this bookmark in the popup window.



The screenshot shows a music score titled "Mälestus" with staves for Flute (Fl), Oboe (Ob), Clarinet (Cl), Bassoon (Fag), Cor I, and Cor II. A bookmark popup window is open, displaying "Page #3" with edit, delete, and menu icons. A red arrow points from the popup to the score.

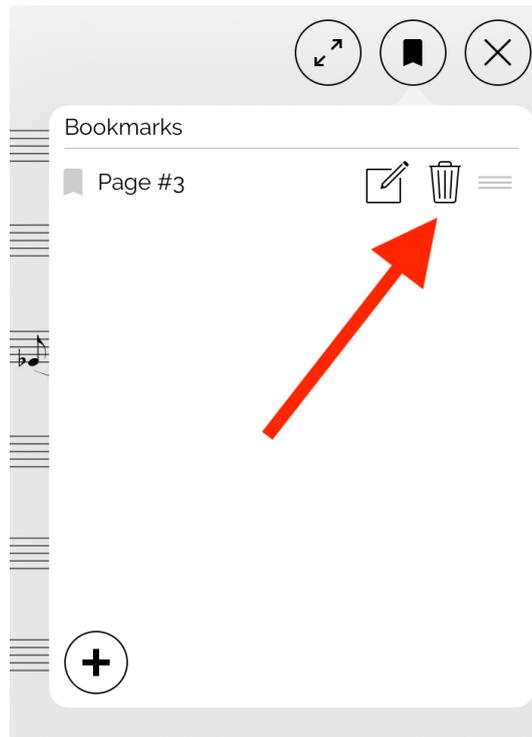
Edit bookmark

Tap on icon to rename bookmark.

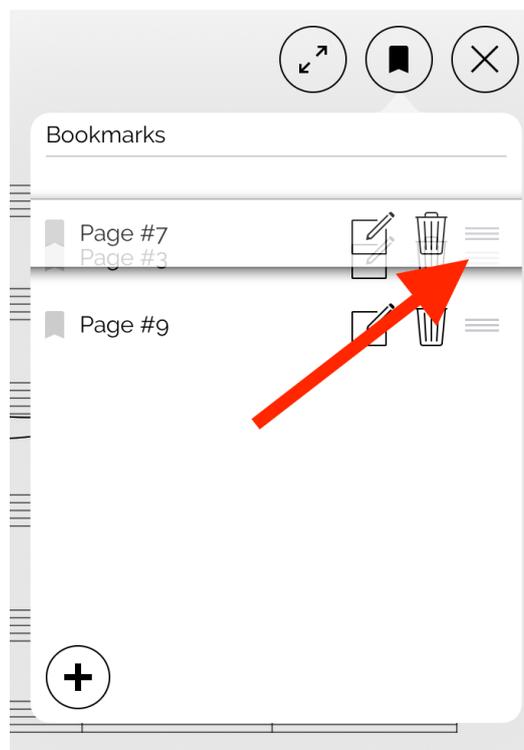


A close-up of the bookmark popup window. The "Page #3" bookmark is visible, and a red arrow points to the edit icon (a pencil inside a square) next to it.

Tap on “...” to delete bookmark.



Tap on “=” then drag and drop the bookmark to change the order in the list.



NOTE: The latest created bookmark will always be on the last position of the list

Shortcuts

There are special action buttons for repetitions and cuts that will help you navigate faster through the music without turning pages one by one.

NOTE: Creating Shortcuts is available only for Private user and Admin

NOTE: Using Shortcuts is available for all types of users

Create shortcuts

Tap and hold your finger for three seconds on an activation point on your music (the point from where you want to "jump"),

The image shows a musical score for five instruments: V-ni I, V-ni II, V-le, Vc, and Cb. The score is on page 10 of 10. A red arrow points to a specific note in the Vc part, indicating a potential shortcut point. The score includes dynamic markings such as *pp*, *p*, and *mp*, and performance instructions like *rit.* and *div.*. The page number 10 is centered below the score, and a small black circle with the text "10 / 10" is located at the bottom center.

you will see the preview of your whole music/score and now you have to tap on a target point on your music.

Click on a target point to jump to from this shortcut ✕

Partitura

Milestus
Tekst: Evelin Kõrvits

Evelin Kõrvits
januar 2009/orkesteride: mai 2015

Andante $\text{♩} = 80$

Flauto
Oboe
Clarinetti in A
Fagotto
Corno in F I
Corno in F II
Kammi
Sõlm (S, A)
T I
T II
Viola I
Viola II
Vioola
Vikoolid
Kontrabaas

1

Milestus

Flauto
Oboe
Clarinetti
Fagotto
Corno I
Corno II
Kammi
Sõlm
T I
T II
Viola I
Viola II
Vioola
Vikoolid

2

Milestus

Flauto
Oboe
Clarinetti
Fagotto
Corno I
Corno II
Kammi
Sõlm
T I
T II
Viola I
Viola II
Vioola
Vikoolid

Milestus

Flauto
Oboe
Clarinetti
Fagotto
Corno I
Corno II
Kammi
Sõlm
T I
T II
Viola I
Viola II
Vioola
Vikoolid

Swipe through the pages to find right target point if needed.

Every Shortcut has two types of tappable buttons: grey button takes you to the destination and striped picture brings you back from the target point.

10

10 / 10

Partitura

Mälestus
Tekst: Evelin Kõrvits

Evelin Kõrvits
jaanuar 2009/orkestriseade: mai 2015

Andante ♩ = 80

Flauto

NOTE: If you have held your finger for three seconds somewhere on the screen by accident and have created an activation point by mistake, click on "x" on the top right to exit.

Click on a target point to jump to from this shortcut

Partitura

Mälestus
Tekst: Evelin Kõrvits

Evelin Kõrvits
jaanuar 2009/orkestriseade: mai 2015

Mälestus

Delete shortcuts

Tap and hold your finger for a second on a grey button and tap on "x" to delete a Shortcut. To dismiss the command, click again on the button.

The image shows a musical score for Violin (Vc) and Cello (Cb). The score is on page 10 of 10. A red arrow points from the right side of the score to a circular button labeled "Page 1" with a red "x" icon, indicating the delete shortcut.

NOTE: you can't create Shortcuts between different compositions. This feature will be available soon.

NOTE: You can create and use Shortcuts on the same page as well as visual cues.

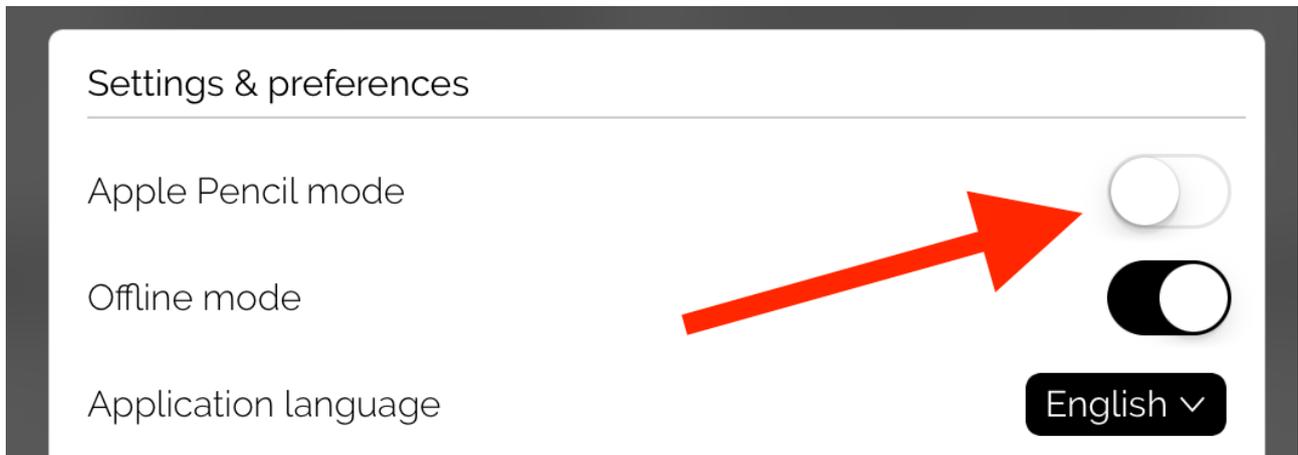
Page turn

Manually

You can turn pages by swiping left or right across the screen with one finger while using Apple Pencil (Apple Pencil mode - ON).

The image shows a screenshot of the "Settings & preferences" menu. The menu items are "Apple Pencil mode", "Offline mode", and "Application language". A red arrow points to the "Apple Pencil mode" toggle switch, which is currently turned off.

You can turn pages by swiping left or right across the screen with two fingers while Apple Pencil mode - OFF.



Use Bluetooth Foot Pedal

You can turn pages also with all the standard foot pedals. Use the corresponding User Guide about specifications of your foot pedal. To connect it with tablet, you have to pair it in the bluetooth settings of your iPad.

ADDITIONAL INFORMATION

TERMS OF SERVICE

Here <http://app.scoremusic.me/c/terms-of-service> you can read the latest version of Terms of Service that govern your use and access to our services, including software and services of ScoreMusic WEB and APP

PRIVACY POLICY

Here <http://app.scoremusic.me/c/terms-of-service> you can read the latest version of our Privacy Policy that explains how we collect and use your information.

LEAVE FEEDBACK

We appreciate any feedback regarding our service and product, but note that we may use comments or suggestions without any obligation to (or permission from) you.

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