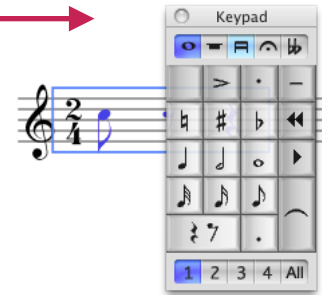


# Sibelius Quick Tips

## Ch 3 - Create Your Composition

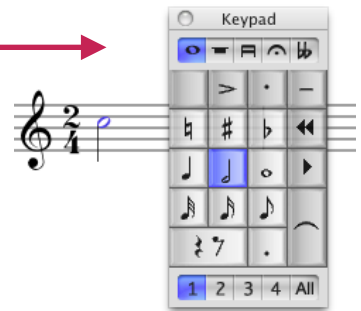
### 1. Change 1/4 Notes to 8th or 16th Notes:

- Select the note
- Click on an 8th or 16th note on the keypad palette



### 2. Change Short Notes to Longer Notes:

- Select the note
- Click on a note of longer value



### 3. Delete a Measure:

- Click the measure to select it.
- Hold the Command (Mac) or Control Key (PC)
- Press Delete

## Ch 3 - Expand It

### 1. Adding or Changing Clef:

- Type the letter “Q”
- Select the clef sign
- Click OK
- Click on the Clef on the staff



### 2. Add a New Staff:

- Type the letter “I”
- Select an instrument
- Click “Add to Score”
- Click “OK”

