G7 Hints & Tips – Basic Shortcuts

(Mac shortcuts in italics)

Esc takes G7 out of note entry or text entry, stops playback

Single-click select something (note, measure, text etc)

Double-click on a staffselects the whole line of musicTriple-click on a staffselects a staff for the whole score

Enter (Return) respells enharmonically (if a note is selected), edits text (if text is selected), or

forces a system break (if a barline is selected)

A the note A (Shift + A to add an A to an existing selected note)

B the note B (Shift + B to add a B to an existing selected note)

the note C (Shift + C to add a C to an existing selected note)

D the note D (Shift + D to add a D to an existing selected note)
E the note E (Shift + E to add an E to an existing selected note)

F the note F (Shift + F to add an F to an existing selected note)

G the note G (Shift + G to add a G to an existing selected note)
H crescendo (Shift + H for a decrescendo)

I instruments window

K key signatures

L lines menu (includes trills, first/second endings, rits, accels)

N input note or input into tab staff

O stops playback

P play your music

Q clefs

R repeat something selected

S slurs – use space bar to extend them

T time signature

X flips stems, slurs, ties and articulations

Z symbols window

2 on numeric keypad sixteenth note
3 on numeric keypad eighth note value
4 on numeric keypad quarter note value
5 on numeric keypad half note value
6 on numeric keypad whole note value

7 on numeric keypad adds a natural to a selected note 8 on numeric keypad adds a sharp to a selected note 9 on numeric keypad adds a flat to a selected note

1 on main gwerty keyboard add unison to selected note 2 on main gwerty keyboard add second above selected note 3 on main gwerty keyboard add third above selected note 4 on main gwerty keyboard add fourth above selected note 5 on main gwerty keyboard add fifth above selected note 6 on main gwerty keyboard add sixth above selected note 7 on main gwerty keyboard add seventh above selected note 8 on main gwerty keyboard add octave above selected note

Shift +2 on main qwerty keyboard
Shift +3 on main qwerty keyboard
Shift +4 on main qwerty keyboard
Shift +5 on main qwerty keyboard
Shift +6 on main qwerty keyboard
Shift +7 on main qwerty keyboard
Shift +8 on main qwerty keyboard
Shift +8 on main qwerty keyboard
Shift +8 on main qwerty keyboard

Shift +L toggles on/off Live Playback Shift +T transpose notes or key

Alt (*Option*) + click copies whatever is selected
Alt (*Option*)+ 1, 2,3,4 select or change voices 1,2,3 and 4

(main qwerty keyboard)

Ctrl (\mathcal{H}) + A select all

Ctrl (\mathcal{H}) + B add a bar to the end of score

Ctrl (\mathcal{H}) + C copy to clipboard

Ctrl (#) + E add a dynamic to a selected note
Ctrl (#) + K add chord symbol above a selected note

Ctrl (#) + L add lyrics to a selected note

Ctrl (#) + N start a new score Ctrl (#) + O open an existing score

 Ctrl (#) + P
 print

 Ctrl (#) + Q
 quit G7

 Ctrl (#) + S
 save

Ctrl (\mathcal{H}) + T add text to a selected note

Ctrl (**%**) + V paste – good for copying between files

Ctrl (\mathcal{H}) + W close your score

Ctrl (#) + Y redo last action (if you've undone it)

Ctrl (#) + Z undo last action (press multiple times to undo lots!)

Ctrl + Alt (# + Option) F
Ctrl + Alt (# + Option) K
Ctrl + Alt (# + Option) M
Ctrl + Alt (# + Option) N
Ctrl + Alt (# + Option) P
Ctrl + Alt (# + Option) T

toggles on/off the Keypad
toggles on/off the Mixer
toggles on/off the Navigator
toggles on/off the Properties box
add tempo or metronome mark

Ctrl (#) + Shift A select whole line of lyrics or chord symbols (if one word or chord symbol is already selected)

Ctrl (#) + Shift B add a bar after what is currently selected
Ctrl (#) + Shift F record in Flexi-time (Esc key or O to stop)

Ctrl (**H**) + Shift H hide whatever is selected

Ctrl (#) + Shift N reset note spacing for selected notes or score

Ctrl (**H**) + Shift O Flexi-time (recording) options

Ctrl (#) + Shift S show hidden object (opposite of hide)

Ctrl (#) + Shift X extract parts
Ctrl (#) and "+" key zoom in
Ctrl (#) and "-" key zoom out

moves a selected note up in pitch, moves selected text up, and moves input curser up in a tab staff
moves a selected note down in pitch, moves selected text down, and moves input curser down in a tab staff

Ctrl (ℋ) + ↑ moves selected note(s) up an octave

Ctrl (ℋ) + ↓ moves selected note(s) down an octave

moves to previous note or rest

moves to previous note or rest
moves to next note or rest

Spacebar go into create mode (note inputting) or input rest of selected value

Tab select the first measure rest in a score

Hometakes you back a pageEndtakes you forward a pagePage Uptakes you up the pagePage Downtakes you down the page

Shift + Alt (Option) + → m
Shift + Alt (Option) + ← m

moves a selected note to the right or expands a selected bar moves a selected note to the left or contracts a selected bar Shift + Alt (Option) + \spadesuit moves an individual staff up moves an individual staff down

Ctrl + Alt $(\mathcal{H} + Option)$ + \blacktriangledown moves staff and rest of score down