**The Harmony Games**

**Proofreading Work**

**Job Description**

Our task is to take these score and parts and make them perfect, essentially. Focus is to ensure the parts look well formatted, with clean page turns, good, helpful cues, and accurate information that is consistent with the score.

**Plan**

We will start with the parts, Natasha will work on the all winds + horns. Ian will work on the rest (remaining brass, percussion and strings, except narrator score).

**1st Goal:** Saturday, 24th July – All parts completed.

**2nd Goal:** Tuesday, 27th July – All content related edits made in parts, transferred to the main score and chamber score.

**3rd Goal:** Saturday, 31st July – All formatting for full score done.

**4th Goal:** Saturday, 6th August – All formatting for chamber score done.

**Areas to look out for parts:**

General formatting (Font size is size in parts). I’ve already made these adjustments, so it’s more about ensuring it’s done.

Parts should be already formatted as 9x12. Double check that.

|  |  |  |
| --- | --- | --- |
| Main Section Titles (such as Introduction, THE HARMONY GAMES, WINDS etc.) | 15 | Ensure these are above the any rehearsal marks/tempo marks |
| Tempo | 11 | Ensure these are to the right of a rehearsal mark, unless less space, then stack vertically |
| Rehearsal marks |  | Should be left aligned to the bar. If on the first bar of a system \_\_\_\_\_(to figure out) |
| Narrator Text | 9, Italics. Centered. Simply select all the current text that is narrator text, and change the text style to Narrator Text, and then center it. | Ensure that the bar is stretched so there is enough space. All narrator text should be above the stave. |
| Technique, Expression Text | 10 | Always left-aligned to the note |
| Cues | 11 (they will seem smaller, because they are cue-sized) | Placed near the stem end/beam of the cue that’s being used. Remove any slurs that aren’t important to the cue – they are just extra clutter. |
| Copyright | 9 |  |

If there are places with actual note related issues. Please mark them in pink, select the specific bar where it starts, and then add a comment.

When a comment has been resolved, change back to black. If the change is a note/dynamic/tempo and related change, please mark orange.

**Backing up**

**Once done with a part, please copy the file you’re working on and save in the Previous Versions folder. Append the name with \_version number, as seen below:**

Graphical user interface, application

Description automatically generated