­LARA Mosaic Maze

**Engraving Standards**

1. **General:** 
   1. The score has already been prepared with fonts, font/page sizes etc. Please do not change any fonts/sizes, unless agreed upon.
   2. During engraving, keep the pagination the same as the manuscript. This helps with easy proof-reading.
   3. While a proof-reader will be reviewing the work later, please ensure that your work is proofread well.
2. **Text Types:**
   1. Use technique text for all technique related information, as well as other general staff text.
   2. Use expression text only for expression markings or *“loco”* markings after octave signs.
   3. Use tempo text for tempo markings, and metronome text for metric modulations.
   4. Use Instrument Change text for instrument changes. For Percussion, with any change of instrument, simply change to a new 5-line percussion staff, and then adjust the abbreviation to be:

Perc. I (or II)

Abbrev. – in smaller text

This allows the abbreviation to stay all the way until the next instrument change.

1. **Marking Errata**
   1. If there are any questions that we would need to ask the composer (i.e. clear issues where the answer is not obvious with context of the larger work), please mark it in the colour pink (specifically Magenta). Additionally, add the details of the issue (instrument, bar number, issue) to the errata list in the Proofreading folder.
   2. If the issue is minor, simply add a comment (to ensure it’s not forgotten), colour the note teal, and ask on Slack. This is so that we can get it rectified asap.
2. **Line styles and symbols -** There are many custom line styles that have already been created. Prior to engraving a new line, please review and see if there’s already an existing line/symbol available for that.
3. **Stemlets –** Please use stemlets for percussion staves where the rhythms are complicated, or any other passages with complex rhythms. In the percussion, it is likely that there is a mix of both complex and simple together. For consistency, use stemlets throughout. However for simple rhythms in other instruments, do not use stemlets even if the composer uses.
4. **Accidentals**
   1. Please ensure all notes have an accidental, even naturals. The only exception would be – tied notes, or repeated notes that repeat right after each other. If they repeat after a rest, add a bracketed accidental. This is a non-negotiable composer preference.
   2. The harp is tuned a quarter tone down. As such, any non-quartertone pitches in the harp would be incorrect. Do keep a lookout for that.
   3. There are also some 6th tone accidentals. I’ve created shortcuts to get these as accidentals attached to the note, as opposed to symbols. Please use double flat for 6th tone down (from flat) and double sharp for 6th tone up (from natural). If you need more, please ask me first.
5. **For the Percussion II part**– When using the marimba, the composer may have kept in one stave, please split it to two staves where appropriate
6. **For piano/harp –** The composer tends to add the clefs at the start of the system, but hey may not have added cautionary’s on the previous page. Please be extremely careful and check all clefs to ensure the notes you have engraved are correct.
7. **LV Ties** – For any lv ties indicated by the composer, please add ties to the notes, then change them to lv ties in the Inspector.
8. **Multiple voices** – If there are multiple voices in a single staff, but only for a portion of the bar, please hide the additional voice rests for the rest of the bar.