

THE PUBLIC IS MORE FAMILIAR WITH BAD DESIGN THAN GOOD DESIGN. IT IS, IN EFFECT, CONDITIONED TO PREFER BAD DESIGN, BECAUSE THAT IS WHAT IT LIVES WITH. THE NEW BECOMES THREATENING, THE OLD REASSURING.

PAUL RAND

A DESIGNER KNOWS THAT HE HAS ACHIEVED PERFECTION NOT WHEN THERE IS NOTHING LEFT TO ADD, BUT WHEN THERE IS NOTHING LEFT TO TAKE AWAY.

ANTOINE DE SAINT-EXUPÉRY

...THE DESIGNER OF A NEW SYSTEM MUST NOT ONLY BE THE IMPLEMENTOR AND THE FIRST LARGE-SCALE USER; THE DESIGNER SHOULD ALSO WRITE THE FIRST USER MANUAL...IF I HAD NOT PARTICIPATED FULLY IN ALL THESE ACTIVITIES, LITERALLY HUNDREDS OF IMPROVEMENTS WOULD NEVER HAVE BEEN MADE, BECAUSE I WOULD NEVER HAVE THOUGHT OF THEM OR PERCEIVED WHY THEY WERE IMPORTANT.

DONALD E. KNUTH



RACHAEL CARLSON

FINALE  
AND  
FINGER-STYLE GUITAR

RACHAELCARLSON.COM

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*Alpha Edition, May 2018*

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*For John Stropes, Joshua Lane, and  
Meghan Carlson, without whom I  
wouldn't.*



# *Introduction*

This document owes much to the work of John Stropes and Joshua Lane at the University of Wisconsin-Milwaukee. Depending on one's view, this document could be considered lovingly stolen from the stylesheet used by John Stropes at Stropes Editions, Ltd. This work was inspired by the class TRANSCRIPTION AND TYPESETTING FOR FINGER-STYLE GUITAR at the University of Wisconsin-Milwaukee in the Spring of 2017.

THE PURPOSE of this document is to generate consistency in the production of finger-style guitar scores. I offer it freely to all who are interested. If you feel motivated to contribute in any way, please feel free to email me your questions, comments, and concerns. This offering is done solely based upon my desire to see the transcription and typesetting of finger-style guitar music rise above the mundane and become a thing of beauty, clarity, and conviction. I believe that this can be achieved through special attention to detail. For instance, a quarter of a point can make the difference between the annotation of a 'p' clarifying or obfuscating the will of the typesetter.



# *Starting a New Document*

Before beginning a new Finale document one must ensure that all elements of the composition are known. These elements include but are not limited to its form, key signature, time signatures, desired staff for standard notation, etc. Knowing these elements will ensure that the preparation of the new document will keep bugs away later on. Changing these elements after having started the document can introduce bugs which will either greatly hinder the development of the document or make it impossible to continue.

## *Initial Steps*

The first several steps for creating a new document can seem tedious. At this point it seems that there is a possibility to create a template for each desired document layout. After creating a new document from a template one would then load a Finale Library in order to ensure consistency across multiple documents.

BEGIN BY STARTING a *New Document*. This *New Document* will be a *Default Document* as opposed to a document created through the *Setup Wizard*. This new document will be have around 32 measures of a treble clef with a time signature of 4/4 and a key signature of C major. In the Windows 10 version of Finale these will need to be deleted in order for the page margins to properly update.

NEXT, CHANGE THE MARGINS. Changing the margins of the document at this early stage will help to ensure that the number of measures per system will be appropriate. Changing the number of measures per system after annotations such as left-hand duration have been started can result in hours of more work to correct such a small oversight.

In Finale for MacOS select the *Page Layout Tool*. From the menu bar, open the *Page Layout Tool*, go to *Page Margins* and *Edit Page Margins*. For the top and bottom of the page, we will use 36pt. For the left and right of the page, we will use 54pt. Ensure that

All Pages is selected within the Change parameter. Select Apply to Parts/Score and select Score and Parts.

In Windows 10 there is a bug which seems to make it impossible to change the page margins in the same manner explained above.<sup>1</sup> The workaround is to go to *Document* in the menu. Within this menu go to *Page Format* then *score*. Under the Page Margins section select 36pt for Top and Bottom and 54pt for Left and Right. Perhaps a related bug requires several more steps in order to update the page layout. Go to Page Layout. Click on the *Update Page Layout Tool*. Then delete the existing default measures. This should update the page layout.

<sup>1</sup> Bug noted as of April, 2018.

## Score Manager

### Window → Score Manager

- Instrument List
  1. Standard Notation
    - (a) Change clef for blank staff to desired clef
    - (b) Add additional standard notation clefs as needed and change clef
  2. Tablature
    - (a) Add Instrument → Tablature → Guitar [TAB with Stems]
    - (b) Change clef to serif 'TAB'
    - (c) Notation Style → Tablature → Settings
      - i. Change the tuning
        - A. Edit Instruments
        - B. Change pitches of each string to document tuning
          - These will be MIDI note pitches
          - $C_4 = 60$
      - ii. Default Lowest Fret = 0
      - iii. Capo Position = 0
      - iv. Options
        - A. Show Tuplets **checked**
        - B. Show Clef Only On First Measure **unchecked**
      - v. Fret Numbers
        - A. Vertical Offset = -4
        - B. Appearance
          - Use Letters **unchecked**
          - Break Tablature Lines at Numbers **checked**
- File Info

1. Add all pertinent information in each of the respective sections

### *Measures*

1. Edit → Add Measures
2. Add the total number of measures for the document
  - If the document has multiple movements add the total number for all movements

### *Time and Key Signatures*

1. Change the time signature for the document
  - If the document has multiple changes in time signature, add all of these changes in the appropriate measures





# Document Settings

THESE ARE THE SETTINGS which are configurable through the document settings dialog.

## *TAB Clef*

Edit default TAB clef in Clef Designer (nudge ‘A’ and ‘B’ down)  
Font: TeXGyreSchola, Bold, 10pt

## *Line Weights*

Line	Weight
Barlines	5 EVPU
Ledger Lines	4.6 EVPU
Left Half Ledger Line Length	7 EVPU
Right Half Ledger Line Length	7 EVPU
Stems	2.2 EVPU
Crescendos	4.2 EVPU

Table 1: Line Weights in EVPU

## *Ties*

<i>Placement: Over/Inner</i>	Horizontal:	Start: −1pt	End: 1
	Vertical:	Start: 3	End: 3
<i>Placement: Under/Inner</i>	Horizontal:	Start: 9.5	End: −9.5
	Vertical:	Start −3	End: −3



# *Tablature Slides*

## *Smart Shape Tool*

Smart Shape Placement

Tab Slide

Same V, Lines, Pitch Increasing

Start Point:	H: 1.5pt	End Point:	H: -1.5
	V: 4		V: -5.5



# *Page Layout*

## *Margins*

Left, Right: 54pt

Top, Bottom: 36pt



# *Text*

## *Title*

Font: Avenir Next Heavy, 28pt<sup>2</sup>

*Frame Attributes* Inserted preset text box (editable through score manager), page 1 only

Horizontal: Center, opt

Vertical: Top (Header), o

Position From: Page Margin

Position from Edge of Frame: **checked**

<sup>2</sup> A bug in Finale 25 on Windows 10 makes it so that you have to type in the name of the font exactly in order for the font to appear on screen. To embed the font for print you have to Print to PDF. To do so, in the print dialog, choose the Microsoft Print to PDF printer.

## *Subtitle*

Font: Avenir Next, Regular, 8pt

*Frame Attributes* Inserted preset text box (editable through Score Manager), page 1 only

Centered, Top, Page Margin; H: o, V: -32pt

Position from edge of frame: **checked**

## *Tuning*

Font: Pitches, TeXGyreSchola, Regular, 10pt

Octave designations: TeXGyreSchola, Regular, 6pt

Baseline shift: -1

Accidentals: TeXGyreSchola, Regular, 8pt

Superscript: 2

*Frame Attributes* Text box, page 1 only

Horizontal: Left, 1

Vertical: Top (Header), -36

Position from edge of frame: **checked**

*Composer*

Font: TeXGyreSchola, Regular, 10pt

*Frame Attributes* Inserted preset text box (editable through Score Manager), page 1 only

Horizontal: Right; -1pt

Vertical: Top (Header), -36 (align with tuning); Arranger -49

Position from: Page Margin

Position from edge of frame: **checked**

*Copyright*

Font: TGS, Regular, 8pt (This is a modified version of TeXGyreSchola with Old Style numerals)

*Frame Attributes* Inserted preset text box (editable through Score Manager), page 1 only

Horizontal: Centered, 0

Vertical: Bottom (Footer), -2.25

Position from: Page Margin

Position from edge of frame: **checked**

Justification: Center

*Page Number*

Font: TGS, Regular, 8pt

*Frame Attributes* Inserted preset text boxes: [Title] [File Date] [Page Number]/[Total Pages]

Attach to: All Pages

Horizontal: Right, 0

Vertical: Bottom (Footer), -2.25

Position From: Page Margin

Position from edge of frame: **checked**

*Timecodes*

Font: Avenir Next, Regular, 8pt

*Frame Attributes* Text box, Measure attached (standard notation)

H: 0

V: 48

Position from edge of frame: **checked**



# *Text Expressions*

## *Tempo*

Justification: Left

Horizontal Alignment: Start of Time Signature, 0

Vertical Alignment: Staff Reference Line, 36

## *Time Signatures*

Font: Maestro, bold, 44pt

Justification: Left

Horizontal Alignment: Start of Time Signature, 0

Vertical Alignment: Staff Reference Line, -22.75

## *Movements*

Font: TeXGyreSchola, Italic, 9pt

Edit Measure Number Regions

One Standard notation staff: Left, Left; H: 1.5, V: -66

Grand staff: V: -142

Show on: Top Staff, **checked**; Exclude Other Staves, **checked**;  
Bottom Staff, **unchecked**



# *Special Tools*

## *Beam Angle*

Eighth note stems: -12

Sixteenth note stems: -12

Beamed eight notes: -8

## *Stem Length*

Quarter note stems: -12pt



# *Resize Tool*

## *Resize System*

Standard Notation: 85%<sup>3</sup>

Tablature: 90%

<sup>3</sup> Click on staff to ensure that you are adjusting the whole staff and not a note.



# *Fingerings*

## *Left-Hand Fingers (Above Staff)*

Font: TeXGyreSchola, 8pt, *courtesy: 7pt*

Enclosure Shape: Circle

Line Thickness: 0.44922

Height: 10; *courtesy: 9.75*

Width: 10; *courtesy: 9.75*

Center H: 0

V: -0.25

Match Height and Width

Fixed enclosure size: **checked**

Justification: Center

Horizontal: Stem, 2.75; *courtesy: After Clef/Key/Time/Repeat*  
(2.75)

Vertical: Staff Reference Line;

First: 12.75pt; Second: 23.75pt; Third: 34.75; Fourth: 45.75

## *Left-Hand Duration Lines*

When terminated in the same system as its inception, use the *Bracket Tool*.

When terminated in a different system than its inception, use the *Line Tool* and make it horizontal.

*Elevated Duration Line* Line Style: Solid; Horizontal, true

Thickness: 0.46094

End Point Style for elevating duration line one level:

Start: End:

Hook, -6.5pt Hook, -3pt

End Point Style for elevating duration line two levels:

Start: End:

Hook, -17pt Hook, -3pt

*Courtesy Parenthesis* Font: TeXGyreSchola, Regular, 10pt

( ): Three spaces in between each parenthesis

Justification: Center

Horizontal Alignment Point: After Clef/Key/Time/Repeat: 2.75pt

Vertical Alignment Point: Staff Reference Line:

First, 12pt; Second, 23pt; Third, 34pt; Fourth, 45pt

### *Left-Hand Fingerings (Below Staff)*

*Fourth String* Justification: Center

Horizontal Alignment: Stem, 2.75pt

Vertical Alignment: Staff Reference Line, -17.5pt (quarter), -16.5pt (eighth)

*Fifth String* Justification: Center

Horizontal Alignment: Stem, 2.75pt

Vertical Alignment: Staff Reference Line, -26.5pt (quarter), -25.5pt (eighth)

*Sixth String* Justification: Center

Horizontal Alignment: 2.75pt

Vertical Alignment: Below Staff Baseline or Entry, -35 (quarter), -34 (eighth)

*Additional Offsets* Additional Entry Offset:

First, -13.75pt; Second, -24.75pt; Third, -35.75pt; Fourth, -46.75pt

### *Parentheses*

*Note: this is for surrounding a tablature notehead with a parenthesis. This is used when a finger of the left hand is placed on a fret but the right hand does not play the string.*

Font: Avenir Next, Regular, 10pt

( )-three spaces between for single-digit tablature, four spaces for double-digit tablature

Justification: Center

Horizontal: Stem, 3pt

Vertical: Staff Reference Line

First, -2.5pt; Second, -11.5pt; Third, -20.5pt; Fourth, -29.5pt; Fifth, -38.5pt; Sixth, -47.5pt

### *Right-Hand Fingerings*

Font: TeXGyreSchola, Regular, 8pt



*Positioning: I, M, A* Justification: Center

Horizontal Alignment: Stem, -5; two-digit numbers -7

String	Reference	Alignment
First	Staff Reference Line	2.25
Second	Staff Reference Line	-7.25
Third	Staff Reference Line	-16.5
Fourth	Staff Reference Line	-25.25

Table 2: Vertical Alignment of i, m, a

*Positioning: P* Justification: Center

Horizontal Alignment: Stem, -3.75pt

String	Alignment
First	Staff Reference Line, -6.5
Second	Staff Reference Line, -16.5
Third	Staff Reference Line, -24.25; strum, -33
Fourth	Staff Reference Line, -32.75; strum, -41.75
Fifth	Staff Reference Line, -41.75; strum, -50.75
Sixth	Staff Reference Line, -50.5; strum, -55.75

Table 3: Vertical Alignment of p

## *Muted Notes*

Enclosure Shape: Circle

Line Thickness: 0.08984

Height: 8.5

Width: 8.5

Center H: 0

V: 0.25

Match Height and Width

Fixed enclosure size: **checked**



# *Staff Attributes*

Notehead font: Avenir Next Medium, 12pt

## *Stems*

Always down

Horizontal Stem Offsets: 0, 0

Use vertical offset for notehead end of stems: **checked**

Offset from noteheads: Up, 6.25pt, Down, -6.25pt

Use Vertical offset for beam end of stems (offset from staff)

**unchecked**



# Harmonics

Enter the number for the harmonic node  
Special Tools > Note Shape Tool

## Notehead Settings

*Positioning* Horizontal: 0  
Vertical: 1  
Allow vertical positioning: **checked**

*Font* Use default notehead font **unchecked**  
Zeal 9 plain

*Surrounding* ‘<’ and ‘>’ are separate expressions  
Font: Zeal 9 plain  
<:  
Justification: Center  
Horizontal Alignment Point: Stem  
Additional Horizontal Offset: -2.75  
>:  
Justification: Center  
Horizontal Alignment Point: Stem  
Additional Horizontal Offset: 9

String	Alignment
First	-3pt
Second	-12
Third	-21
Fourth	-30
Fifth	-39
Sixth	-48

Table 4: Vertical Alignment of < and >



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