

## Publication Engraving Parameters - Choral Music with Organ/Piano (based on Sibelius)

### LAYOUT

- Staff Size .23" (or as low as .20" – any lower must be approved by Music Editor)
- Page Size Octavo
- Page Margins Top 0.4, Left 0.5, Right 0.5, Bottom 0.4
- Staff Margins Full Names 0.5, Short Names 0.11, No Names 0

### TEXT

- Main Text Font – New Century Schoolbook
- Main Music Font – Opus Standard
- Music Text Font – Opus Text Standard
- Lyrics – 9.0-9.4 pt.
- Dedication – 7.2 *Italic*
- Title – 19.4 pt. **Bold**
- Subtitle – 12.5 pt. (SATB and organ)
- Organ registration – 9 pt.
  - Use ‘symbol and not “ft.”
  - Use commas between pitch levels
  - Use period after abbreviations (e.g. Sw.) unless it’s followed by a colon
- Composer and Lyricist – 10 pt.
  - Remove any degrees from composer line.
  - Don’t use the work “by”
  - Any book titles should be italicized
- Instrument Names (including voices) – 9 pt. (no need to label Pedal staff)
- Page # – 9.5 pt. (absolute)
- Bar # – 8.0 pt. (absolute)
- Tempo Text – 9 pt. **Bold** (should generally appear above top choral voice and keyboard part)
  - mm note is 12 pt. Opus Text Std - no parentheses
  - General rule – align first tempo mark with time signature
  - There should be a space between note and “=” and number
- Dynamics (p, f, etc.) – 10 pt. **Bold** Opus Text Std
- Dynamic text (cresc., dim., etc.) – 9 pt., regular text
- Copyright – 9 pt. (Should be above the PPM0# on the page layout)
- PPM0# – 9 pt. (This number given at time of contracting).

### ENGRAVING RULES

- Staves / Justification – Justify staves when page is at least **120** % full
- Bar Numbers / Edit Text Style / Indents / First Line Indent – 3.0 mm
- Bar Numbers / Show on Staves / Specific Staves
  - Bar numbers may also appear above the keyboard staff.
- Time Signatures / Edit Text Style / Border / Erase background – 3% for both left and right
- Beams and Stems / Stems – Minimum length 3.0
- Slurs / Shape – Clip at end of systems
- Ties 1 / Shape – Clip at end of systems

### CHECK

- Layout clearly readable
- Layout free of collisions
- Layout easily followed
- If possible, use the same number of measures per staff (there will need to be some exceptions)
- Braces and brackets on choral section and keyboard parts. No brace or bracket on single instrumental or voice part.
- No italics except dedication, foreign language, hymn tune name or book title
- Vowels align with notes
- Dynamics align with notes
- Slurs and ties not in contact with staff lines