

Part Copying: Guidelines & Checklist

First page:

- composer & arranger credits (top, right side)
 - date = optional
- Instrument name. (top, left side)
- Title (centered, Big Font, near top of page 1.)
[DON'T CONSERVE SPACE!]
- Feel and tempo. (under instrument name. Top left side)

Subsequent pages:

- Title, instrument name and page # (top right side)
Example: "Bad Dream" – Alto 2 – Page 2 (of 8)

General considerations:

- Key signature on every line
- Rehearsal letters within a box
- Measure numbers (at least at the beginning of each staff)
- Dynamics
- Articulations
- Multi-measure rests, adhering to rehearsal letters
- Written instructions/clues are appreciated over multi-measure rests