

Preparing Digital Music Files for Publication Guidelines & Requirements

Below are guidelines for size and format of digital files.

Engraving: (Sibelius, Finale)

Format page size and margins as follows:

- ◆ Score (large orchestra or Lg. Band – 25 staves or more) 11x17 or 11x14 page size, Margins should be 0.7" all around.
- ◆ Score (small orchestra, chamber ensemble, solo, vocal, etc.) 8½"x11" and 9"x12" page size, margins top & bottom - 0.5", left & right - 0.7".
- ◆ Parts (all inst.) 8½x11, 9x12, 9½x13 page size, margins T/B 0.5", L/R 0.6" (page turns on odd pages)

Printing to PDF: Print to same paper size as file as stated above. VERY IMPORTANT: Make sure to embed all fonts and set resolution to 600 dpi (NOT 1200). There is no decrease in image clarity and the file size is much smaller.

Saddle stitched parts can be printed only in PORTRAIT ORIENTATION. Any scores or parts prepared in landscape orientation can only be bound with a plastic coil.