forza! and forza! Lite

plug-in collections for Finale(TM)

Latest version available for download:
v 0.17 (Oct 01, 2004)

Forza! Component Descriptions

(click on these links for documentation/instructions)

Component Name	Forza!	Forza! LITE	Version Required	Description
Dialog Enhancer	●	●	Finale 2000	Document settings search - Find any document setting in Finale...fast! Enhanced user interface in Finale's dialogs Quick Navigator - Fast, easy and customizable access to Finale's features.
Easy MIDI	●	●	Finale 2000	Adjust MIDI controllers for the staves with an easy-to-use interface.
Text Block Manager	●	●	Finale 2000	Easy handling of text blocks, supporting style definitions and permanent clipboards.
Settings Transfer	●	●	Finale 2003	Transfer selected elements from the current document to any number of other documents. Print or display the document settings as reports.
Tempo Manager	●	●	Finale 2000	Easy handling of all kinds of tempo changes. *[Currently only includes the tempo viewer.]*
Rehearsal Figures	●	●	Finale 2000	Powerful and easy creation, editing and handling of rehearsal figures.
Workplace Manager	●		Finale 2004	
ForzaScript	●		Finale 2003	
Style Manager	●		Finale 2000	
Layout Manager	●		Finale 2001	
Metatool Manager	●		Finale 2000	

Main Pages

Translation Support	Get *Forza!* to talk your language!
Revision History	A list of the addition/changes in the different versions.

Forza!
Dialog Enhancer

The dialog enhancer component consists of 3 different parts:

(Click on the links to the left for more detailed help.)

Settings Search	Searches the text Finale's document settings dialogs to make it easy to find the settings you're looking for. It can even color code the matches in Finale's dialogs.
Enhancement	Improves Finale's own dialogs with features such as: - Sticky settings - Sticky positions - Adobe-style "Revert" feature - Copy/Paste of dialog settings - Dialogs bypass with the <Shift> key
Quick Navigator	Fully costomizable popup menus which gives you fast and easy access to almost any feature of Finale. A true productivity enhancer!

General:
- The Dialog Enhancer plug-in window can be resized.
- The *Collapse Window when losing focus* option in PDK Tools is supported in the Dialog Enhancer window.

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Forza!
Dialog Enhancer - Settings Search

The Settings Search will search for any words in Finale's Document Settings dialogs. It will provide you with a rapid method to find all relevant options for a specific element in Finale. When a Finale dialog is opened from the Settings Search page, the matches can also be marked with a color in Finale's dialog.

1 Enter the word(s) you want to search for in Finale's document settings dialogs. Separate each word with a space. Partial words can be used. You can press Enter in this field to start a search.

2 Press the search button when you want to perform a new search.

3 Right-click on the background to display the submenu:

Clear hit list	*Clears and hides the hit list.*
Case sensitive search	*Setting to control the case sensitivity of the next search.*
Include drop-down lists in search	*Setting to include all items from combo boxes in the next search.*
Include dialog titles in search	*Setting to include dialog titles in the next search. If dialog titles are included in the search, the titles will be weighted higher than the words found within the dialog.*
Color coding in Finale's dialogs	*Submenu that controls color coding when matches are found in Finale's dialogs.*
Hints	*Controls if hint texts should be displayed at the mouse pointer for this dialog page.*
Forza!	*Submenu with WWW links to help/support.*

4 The hit list is shown after a search is completed.

- Move the mouse pointer over the list items to display hints to show where in the dialog the search text is found.
- Open a dialog by double-clicking on it. If the list has the keyboard focus, the <Enter> key will also open the dialog.
- Sort the list items by clicking on the column headers. Sort in reverse order by clicking once again. The arrows next to the column titles will indicate the sort order.
- Resize the *Dialog name* column by dragging the divider between the *Dialog name* and *Match* column headers.

Right-click on items in the list to display the submenu:

Clear list	*Clears and hides the hit list.*
Sort by name	*Sorts the list in ascending dialog name order.*
Sort by best match	*Sorts the list in ascending hit point order.*
Open dialog	*Opens the selected Finale dialog.*

Some additional notes:
- The first search will take longer time, since the strings from all Document Settings dialogs has to be retrieved. All subsequent searches will be performed rapidly.
- The search words can consist of *any* part of a word. There is no requirement to search for complete words.
- When multiple words are searched, it's considered a hit when *any* of the search words is found.

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Forza!
Dialog Enhancer - Enhancements

The Enhancements part of the Dialog Enhancer will provide additional functionality for Finale's own dialog boxes. You can set the wanted feature set individually for each supported dialog. Below is an example of an 'enhanced' dialog:

1 All Finale dialogs that are enhanced have this icon. Right-click on the icon to bring up the context menu. (Ctrl+Alt+Space will also bring up the Enhancements context menu.)

Center dialog	*Centers the dialog.*
Restore opened position	*Reverts to the screen position the dialog had when it was opened.*
Revert settings	*Revert to the settings the dialog had when it was opened.*
Original/Default settings	*Revert to the settings the dialog had when the Dialog Enhancer was first installed.*
Copy all settings	*Copy all settings in the dialog to a permanent clipboard. Each enhanced dialog has its own separate slot in the clipboard.*
Paste all settings	*Paste from the permanent clipboard.*

2 Holding down the <Alt> key will turn the *Cancel* button into a *Revert* button. Click on the button while the <Alt> key is down to revert the settings to the state the dialog had when it was opened. (This feature works in the same was as in many products by Adobe, such as Photoshop.)

3 Holding down the <Shift> key while *selecting* an enhanced dialog will bypass the dialog (the dialog will not be displayed). It will be the same as pressing the Ok button.
This feature is useful when you want to perform a command that has settings dialog prior to the processing, and when you know that the already available settings are the ones you want to use.

1 The list of dialogs have 4 check box columns:

Sticky positions column:
☑ - Use sticky positions for the enhanced dialog, and store the positions permanently.
☑ - Use sticky positions, but only within the current Finale session. When Finale is restarted, the dialog positions will be reset to Finale's default position.
☐ - Don't use sticky positions.

Sticky settings column:
☑ - Use sticky settings for the enhanced dialog, and store the settings permanently.
☑ - Use sticky settings, but only within the current Finale session. When Finale is restarted, the settings will be reset to Finale's default position.
☐ - Don't use sticky settings for the enhanced dialog.

Column for the dialog bypass feature (holding down the <Shift> key while selecting the dialog from Finale's menu):
☑ - Support the bypass feature for this enhanced dialog.
☐ - Don't support the bypass feature.

Column for the revert feature (holding down the <Alt> key within an enhanced dialog):
☑ - Support the revert feature for this enhanced dialog.
☐ - Don't support the bypass feature.

- Sort the list items by clicking on the column headers. Sort in reverse order by clicking once again.
- Resize the *Dialog name* column by dragging the divider between the *Dialog name* and *Match* column headers.

Right-click in the list to display an item/column-specific context menu:

Remove position data	*Remove the sticky position data for the selected item.*
Remove settings data	*Remove the sticky settings data for the selected item.*
This row	*Submenu with commands that will change the states of the check boxes for this item.*
This column	*Submenu with commands that will change the states of the check boxes for this column. Please note that this submenu will not be available if you right-click in the 'Dialog names' column.*

2 Press the Apply button to make the current changes permanent. (All boxes that was green will now turn black.)
Hold down the <Ctrl> key to close the dialog afterwards.

3 Right-click on the background to display the context menu with general settings and commands:

Remove all stored positions	*Removes all sticky position data for the enhanced dialogs.*
Remove all stored settings	*Removes all sticky settings for the enhanced dialogs.*
Remove all stored clipboard data	*Removes all clipboard data for the enhanced dialogs.*
Safety check for this page	*Controls if a safety message box should be displayed if the user closes the dialog without applying the changes.*
Revert to last saved state	*Reverts all check boxes to the state at the last 'Apply'.*
Save positions at Cancel/Close	*Controls if dialog positions should be saved when the user presses the Cancel button in a enhanced Finale dialog.*
Save settings at Cancel/Close	*Controls if the current settings should be saved when the user presses the Cancel button in an enhanced Finale dialog*
Enhancement icons in dialog	*Controls if the enhancement icon should be displayed in the title bar of Finale's dialogs. Be aware that the context menu functionality will be lost if the icon is removed.*
Hints	*Controls if hint texts should be displayed at the mouse pointer for this dialog page.*
Forza!	*Submenu with WWW links to help/support.*

Some additional notes:
- Sticky settings (and the copy/paste and revert features) are not supported for Finale dialogs with "multiple layers" of settings. This is dialogs where all settings that can be changed aren't displayed at the same time.
- Sticky settings are disabled for all document settings dialogs.

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Forza!
Dialog Enhancer - Quick Navigator

The Quick Navigator is a tool to help you access the commands you use in Finale in a faster and more efficient way. You can design the Quick Navigator in any way you want, to make it tailor-made for your own workflow.

The Quick Navigator has many advantages compared to Finale's Palettes and Toolbars and has advantages even to keyboard macro programs:
- The Quick Navigator doesn't require any screen estate.
- The Quick Navigator pops up at the mouse pointer, so all commands will be really easy accessible with the mouse.
- The Quick Navigator is fully customizable.
- No extra keys (except the keyboard combination to bring up Quick Navigator) are used.
- No need to remember which key is assigned to which feature.
- The Quick Navigator supports multiple menu sets.
- The Quick Navigator can be set to be intelligent enough to hide unnecessary commands when they can't be used.
- The Quick Navigator also can perform some tasks that would normally require multiple user actions.
- All commands and menus in the Quick Navigator can be renamed.

To activate the Quick Navigator anywhere in Finale, press <Shift>+<Ctrl>+<Alt>.

Don't forget to check out the tips at the bottom of this page!

The screen shot below shows the Quick Navigator configuration page in the Dialog Enhancer.

1
2
Dialog Enhancer v 0.08
Settings Search
Enhancements
Quick Navigator
Available commands:
File
Edit
View
Mass Mover
Clear Entries and Smart Shapes
Clear Items...
Apply Articulation...
Move Layers...
Retranscribe
Transpose...
Change
Change
Utilities
Utilities
Measure
Smart Shape Tools
Special Tools
Help
Tools Selection
Forza!
TGTools
User popups:
Work
Forza! Settings Search
User Manual

Staff Sets
Bookmark 1
Bookmark 2
Bookmark 3
Show Active Layer Only

Clear Items...
Move Layers...
Note Shape Tool
Add measures...
TG Create Slurs...
Layout Editing
Playback Editing
Publishing
Apply
3
4

1

Double-click on an item to transfer it to the currently active menu. The <Enter> key can also be used.
Double-click while holding down the <Ctrl> key to transfer the item to all menus.
Drag and drop items to the design area on the right to make a copy to a specific location.

in front of an item, means that a submenu containing all the items of that type will be inserted.

Right-click on an item to display the context menu for the items:

Add to active menu	*Transfer to item the curently active menu.*
Add to all menus	*Transfer the item to all available menus.*
Collapse all	*Collapse all tree branches so only the main folders are shown.*
Expand this	*Expand this entire tree branch to show all its children.*

Please note that *Forza!* will also display some 3rd party plug-ins. A full list of supported plug-ins is available at the end of this page.

2

Drag items to move or rearrange. The dragged item will be put just below the drop target.

Click on an already selected item to rename it.

Right-click on the items to display the context menu for the item:

Active menu	*Select this to make the current menu the active one. The active menu is the one that will be displayed when you press <Shift>+<Ctrl>+<Alt>.* *The active menu is also indicated by the symbol.*
Insert separator	*Inserts a horizontal separator line before the selected item. The <Insert> key can also be used.*
Delete	*Deletes the current item. The <Delete> key can also be used.*
Move	*Use this submenu to rearrange an item. The following keyboard shortcuts can also be used:* *<Ctrl>+<Up> - Moves an item up* *<Ctrl>+<Down> - Moves an item down* *<Ctrl>+<Home> - Moves an item to the top* *<Ctrl>+<End> - Moves an item to the bottom*
New menu	*Adds a new, empty menu at the bottom of the list.*
Make duplicate	*Makes a copy of an entire menu. A menu item must be selected for this command to be available.*
Test menu	*Test the currently selected menu. This function will show how the menu design will look in advance, without the need to press the Apply button. Selecting menu items in a test menu will do nothing, though. The shortcut <Ctrl>+<T> can also be used.*

3 Right-click on the background to display the submenu with global settings and commands:

Safety question for menu delete	*Controls if a safety question should be displayed each time you delete a menu from the design.*
Safety question for this page	*Controls if a safety message box should be displayed if the user closes the dialog without applying the changes.*
Revert to last saved state	*Reverts all check boxes to the state at the last 'Apply'.*
Conceal unavailable items	*When this option is ON, all menu items that normally would be disabled in the Quick Navigator menu will instead be hidden. This gives you menus that are much more compact.* *It's highly recommended to use this setting when you've get used how Quick Navigator works.*
Switch menus from popup	*Controls if it should be possible to switch menu set from the Quick Navigator menu.*
Named staff sets	*When this option is ON, the staff sets displayed in a Quick Navigator menu will also display a the instrument range of the staff set, instead of just displaying the staff set number.*
Hints	*Controls if hint texts should be displayed at the mouse pointer for this dialog page.*
Forza!	*Submenu with WWW links to help/support.*

4 Press the Apply button when you permanently want to store the menu design. (The Apply button will be disabled if no changes to the menu design has been done.)
Hold down the <Ctrl> key to close the dialog afterwards.

The example below shows how the designed menu could look when you press <Shift>+<Ctrl>+<Alt> to bring up the Quick Navigator:

1 Compare this screen shot with the designer screen shot at the top of this page.
As you'll notice, some items are not displayed. This is controlled by the *'Conceal unavailable items'* option (see above), which will hide all commands that aren't available in the current document. (In this example, the document where the Quick Navigator was used didn't have any bookmarks, so all bookmark items were hidden.)

Please also note that 'User Manual' has its own submenu in the example.

2 The Quick Menus submenu will be available if you have more than one menu in your design, and if the *'Switch menus from popup'* option is on (see above). Here you can switch between the different menu sets. This submenu will not display if you only have one menu in your design.

Tips:

Take a few moments and analyze how you work in Finale. Which commands do you use 'all the time'? When are you using them? Can your work be divided into different 'modes'?
To be productive, make sure you don't create too large menus. The 'Conceal unavailable items' option usually allows you to increase the number of choices in the menu without loosing productivity.
Create more than one menu. Organize your menus to the kind of workflow you have in Finale. For example, you might want to have one Quick Navigator menu when composing, one menu for doing the layout, one menu for preparing parts and so on.
Within a menu, arrange the items logically so you'll find them quickly. Put separators between groups.

These plug-ins are supported by the Quick Navigator:

TGTools (by Tobias Giesen)	1.86a or later. All TGTools commands will be listed in Quick Navigator!
Patterson's plug-ins (by Robert Patterson)	These (or later) versions: - Beam Over Barlines v1.01 - Patterson Beams v1.05r2 - Measure Numbers v1.01 - Page Mover v1.00 - Settings Scrapbook v1.01 - Staff Sets v1.01 - Tie Mover v1.02 - Tuplet Copy v1.01 - Tuplet Mover v1.01 Saved Settings are also supported as separate Quick Navigator items!
JW freeware plug-ins (by Jari Williamsson)	These (or later) versions: - Playback 1.01 - Space Systems 1.07 - Divider 1.06 - Tempo 1.02

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Forza!
Easy MIDI

Easy MIDI allows you to easily modify the general MIDI values for a specific staff.

1 This number displays the exact MIDI value when the slider is moved.

2 Move the slider to change the MIDI value. Right-click somewhere on the slider area to display the context menu for the slider:

Center	*Centers the slider.*
Action at multiple select	*<Not yet available.>*
Frequency	*This submenu controls how often small 'ticks' below the slider will appear.*

3 Click on the instrument and the column where you want to make the changes. To make multiple selections, use the <Shift> key (=range selection) or the <Ctrl> key (=one-at-a-time mutliple selection). A checkbox will appear next to the items that will be affected. The columns are:

- Main volume. The relative main volume.
- Pan position. This will set the stereo position of an instrument. If you want an instrument heard to the right, move the slider to the right.
- Balance. Please note that this controller should only be used to control the internal left/right balance of an instrument. Normally you probably want to use the Pan controller instead.

Press <Ctrl>+A when this list is focused to select all staves.

To sort any of the columns, click on the column header for that column. Click on the same column once again to reverse the sort order.

Right-click to display the context menu for the item(s)/column:

Remove data for item(s)	*Removes all MIDI values for the selected items.*
This column	*Submenu with commands that will affect the selected MIDI column only.*
Select	*Submenu with selection commands to make it easier to handle multiple items.*
Transform expressions	*<Not yet available.>*
Channel conflicts	*<Not yet available.>*

4 Press the Apply button when you want to transfer the displayed settings to your document. Remember that no data is stored in your document until you hit the Apply button.

5 Right-click to display the context menu with general options and commands:

Controllers in each measure	*With this option ON, a MIDI controller event will be inserted at the start of each measure in the staff.* *If this option is OFF, a MIDI controller event will be inserted only in the first measure of the staff.*
Scan/warn for existing MIDI data	*With this option ON, Easy MIDI will check if there's existing data (created by another tool/plug-in) that will be overwritten when you hit the 'Apply' button. If so, it will warn you. This is safer and is recommended, however it will take a little more time.*
Safety check for this page	*With this option ON, there will be a safety check if you close the page without using the 'Apply' button on unsaved data.*
Check for channel conflicts...	*<Not yet available.>*
Revert to last saved	*This command will revert the settings back to the last state when the 'Apply' button was used (or when the window was opened).*
Hints	*Controls if hint texts should be displayed at the mouse pointer for this dialog page.*
Forza!	*Submenu with WWW links to help/support.*

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Forza!
Text Block Manager

The Text Block Manager can be used to easily control and maintain the text blocks in your document and keep the look consistent between documents.

1 This is the **text block tree**, which contains all the pages and page text blocks in your document.

For a page, the physical page number is displayed first and the displayed page number(s) is enclosed within parenthesis.

Items marked with represent multiple-page text blocks (that appear on a range of pages). All other items represent single-page text blocks.
When a multiple-page text block is selected, all other instances that belong to the same definition are underlined.

- Drag a text block to a style to assign the style on the text block.
- Drag a text block to a position in the Styles section while holding down the <Ctrl> key to create a style based on the text block.
- Drag a single-page text block to the Clipboard section to store it there.
- Drag an entire page to the Clipboard section to create a clipboard folder containing all the single-page text blocks of that page.
- Drag a single-page text block to another page to move it.

- Double-click on a text block while a style is selected to assign the style on the text block.
- Double-click and hold down the <Ctrl> key on a text block while any item in the Styles section is selected to create a new style based on the text block.

Right-click on an item to display the context menu:

Cut	*Cuts the text block(s) to the Manager's local clipboard. <Ctrl>+<X> or <Ctrl>+<Delete> can also be used.*
Copy	*Copies the text block(s) to the Manager's local clipboard. <Ctrl+<C> or <Ctrl>+<Insert> can also be used.*
Paste	*Paste the text blocks to the current page from the Manager's local clipboard. <Ctrl>+<V> or <Shift>+<Insert> can also be used.*
Delete	*Delete the selected text block. Selecte the page to remove all text blocks on the page. The <Delete> key can also be used.*
Create style...	*Creates a style based on the selected text block.*
Page number...	*Change the page number for a text block. Please note that it's the printed page number you change, not the offset.*
Text inserts	*Displays the text inserts associated with the selected text block. Select a text insert from the submenu to edit it.*
Display this page	*Displays the page in the Finale document window. This command switches to Page View if necessary.*
Create Guide	*Creates a guide (horizontal or vertical) exactly at the handle position for the text block. This feature is only available in Finale 2003 and later.*
Expand all	*Expand all pages of the tree view.*
Collapse all	*Collapse the tree view.*
Reload	*Reloads the text block tree with the current information. This feature should be used if you change the text blocks "outside" the Text Block Manager, but it can also be useful as an 'Undo' feature.*

2 This is the **Styles & Clipboard tree**.

The branch below contains the text block styles. A text block style is a description of the parameters that need tobe changed to get a certain effect.

The branch below contains the permanent clipboard storage. Here you can store text blocks that you want to reuse. Collect text blocks into folders.

- Drag a style to a text block to assign the style to the text block. Drag a style to a page to assign the style to all text blocks on the page.
- Drag a style to a text block while holding down the <Ctrl> key to "force assign" the style to the text block. Force assign means that any font style settings will be assigned to the complete text. If force assing isn't used, the text will only start with the indicated font style settings (any font settings appearing later in the text will be kept).
- Drag items and folders within its tree branch to rearrange them.
- Drag clipboard items to a page to insert it on that page.
- Drag a folder from the Clipboard section to a page to insert all the folder's text block onto a page.

- Double-click on a style while a page text block is selected to assign the style to the text block.
- Double-click on a style while a page is selected to assign the style to all text blocks on that page.
- Double-click on a style with <Ctrl> pressed down to force assign the style to the block(s).

Rename an folder or item by clicking on a selected item. Please note that the descriptions you give the styles/clipboard items will not affect the actual contents.

Right-click on an item to display the context menu:

New folder	*Creates a new style or clipboard folder.*
New style	*(In Styles section only.) Creates a new style.*
Delete	*Deletes the item/folder.*
Move	*Use this submenu to rearrange an item. The following keyboard shortcuts can also be used:* *<Ctrl>+<Up> - Moves an item up* *<Ctrl>+<Down> - Moves an item down* *<Ctrl>+<Home> - Moves an item to the top* *<Ctrl>+<End> - Moves an item to the bottom*
Copy to local clipboard	*(In Clipboard section only.) Transfer the selected text blocks to the Manager's local clipboard. <Ctrl>+<C> or <Ctrl>+<Insert> can also be used.*
Paste from local clipboard	*(In Clipboard section only.) Inserts the contents of the Manager's local clipboard to the Clipboard branch. <Ctrl>+<V> or <Shift>+<Insert> can also be used.*
Safety question for folder delete	*Controls if a safety question should be shown when deleting non-empty folders.*
Properties...	*(In Styles section only.) Edits the selected text style.*

3 Press the Apply button to process all changes made in the text block tree. Please remember that no text blocks are created or deleted until you hit the Apply button.

4 Right-click on the background to display a context menu with general commands related to page text blocks:

Autotrack page	*When this option is used, the selected page in the tree view will automatically be displayed in the Finale document window as well.*
Safety question for multi-page text delete	*With this option ON, a safety question will be shown before a text block marked with is deleted.*
Safety question for multiple text blocks operations	*With this option ON, a safety question will be shown before actions that affect more than one text block are processed.*
Safety question for this page	*With this option ON, there will be a safety check if you close the page without using the 'Apply' button on unsaved data.*
Revert to last state	*This command will revert the settings back to the last state when the 'Apply' button was used (or when the window was opened).*
Hints	*Controls if hint texts should be displayed at the mouse pointer for this dialog page.*
Forza!	*Submenu with WWW links to help/support.*

5 When the mouse pointer is shown, you can drag the splitter to make more room for the left or right side of the dialog.

To create / edit a text style

Creating or editing text styles is easy. These simple guidelines should be all you need to get started:
- Each style setting has its own "usage".
If a style setting is used, the style will change that attribute for the text block. If a setting is unused, that specific text block attribute will not be affected by the style.
- Style settings that will be used are displayed in **boldface**. Style settings that will not be used are displayed in *italic*.
- To change usage for a setting, right-click on the control to bring up the context menu.
- To change usage for all controls on the page, right-click on the background of the page to display the page context menu.
- Some controls also have a "No value" item in the context menu. This can be used to remove any existing setting.

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Forza!
Settings Transfer

The Settings Transfer component is a very powerful tool to easily transfer selected settings or elements from the current document to any number of currently opened documents. *Settings Transfer will only run on Finale 2003 and above.*

The interface is straight-forward: Mark the settings on the left side, mark the destination documents on the right side, and when appropriate select additional options that control the transfer at the lower part of the window.

Here are some benifits of Settings Transfer:
- It can transfer settings from one document to as many documents as needed in *one* task. For example: if settings changes have been made to one part, Settings Transfer can easily transfer those changes to all other parts instantly.
- No setup time needed, just mark the elements you want to transfer to the marked destination documents.
- Settings Transfer can perform much more detailed settings transfers than libraries, for example individual settings pages or only document settings affecting vertical lines.
- By default, Settings Transfer will not unnecessarily duplicate already existing shapes, for example when transfering shape clef definitions or default definitions for multimeasure rests.
- When transfering lists of objects (such as expressions, articulations, etc), it can be set to *not* duplicate already existing objects.
- When transfering lists of objects, assigned *metatools* can optionally be transfered as well.
- When transfering document options, already existing elements in the destination documents can be set to conform to the new defaults.

TIP: Create a master document containing all your needed settings and elements, if you repeatedly need to conform to the same style for your documents. Use Settings Transfer to transfer the settings to the master document, and also use Settings Transfer to transfer the settings from the master to other documents.

1 The **pull-down menus**. They contain duplicates of the menu items that is available in the contextual menus.

2 This is the **mode selector** list.

Use it to select any of the 5 modes that is available. Each mode is a category of settings:
Settings Pages - Settings that are available on the pages of Finale's *Document Options* dialog box.
Other Document Options - Document settings that aren't directly available in the Document Options dialog box.
Lists - Different kinds of element lists, such as lists of expressions,. articulations, fretboard styles, etc.
Setting Groups - Document settings grouped by the kind of parameter they control, for example line widths.
Miscellaneous - Other settings that are stored in the document (that doesn't fit in any of the categories above).

3 This field displays the name of the current document (from where the settings will be transfered).

4 This is the **settings list**. Which items that appear here are dependent on the selected mode. Only the settings that are selected here will be part of the transfer.

Mark a setting by clicking on the check box next to it.

Right-click on the list to display a context menu:

Mark All	*Mark all items in the list.*
Mark None	*Unmark all items in the list.*

5 Press the **Report Current Settings...** button to get a report of the selected document settings. From within the report window, you can also print the report.

6 This is the **option list**, which sometimes contains extra options related to the transfer. Which options that appear here are dependent on the selections in the *setting list*.

Right-click on the list to display a context menu:

Mark All	*Mark all items in the list.*
Mark None	*Unmark all items in the list.*

7 Press the **Transfer** button to make the transfer of the selected settings to the marked documents.

8 This is the list where all other opened documents are listed, which can be used as targets for the setting transfers.

Mark the documents by clicking on the check boxes.

Right-click in the list to display a context menu:

Mark All	*Mark all documents in the list.*
Mark None	*Unmark all documets in the list.*

Below is a table with all currently available transfers, listed by mode. An asterisk (*) indicates that additional options are available for this transfer:

Settings Pages (The settings available on the pages in the Document Options dialog box.)	**Other Document Options** (Document-specific settings that don't appear directly on the pages in the Document Options dialog box.)	**Lists** (List of objects created in the document.)	**Setting Groups** (Document settings grouped in other ways. More information available in a separate table below.)	**Miscellaneous** (Other document data transfers.)
Accidentals	Page Format for Score	Text Articulations*	Horizontal Line Widths	Time Signature Metatools*
Alternate Notation	Page Format for Parts	Shape/Mixed Articulations*	Horizontal Line Lengths	Tool Switch Metatools*
Augmentation Dots	Pickup Measure	Text Expressions*	Vertical Line Widths	
Barlines	Playback Options	Shapes*	Vertical Line Lengths	
Beams	Clef Definitions	Executable (Playback) Shapes*		
Chords	Repeat Endings	Text Repeats*		
Clefs*	Stem Connections	Custom-Line Smart Shapes*		
Flags	Chord Tool Options	Arrowhead Shapes*		
Fonts	Tie Contours	Tablature Instruments*		
Grace Notes	Slur Contour	Fretboard Styles*		
Grids and Guides	Smart Shape Placement	Fretboard Glyphs*		
Key Signatures	Smart Shape Options			
Layers	Smart Slur Options			
Lines and Curves	Guitar Bend Options			
Lyrics (on Finale 2004 and later)				
Multimeasure Rests*				
Music Spacing				
Notes and Rests				
Piano Braces				
Repeats*				
Stems				
Text				
Ties*				
Time Signatures				
Tuplets				

The **Setting Groups** mode will transfer the following settings:

Horizontal Line Widths	**Horizontal Line Lengths**	**Vertical Line Widths**	**Vertical Line Lengths**

Staff Line Thickness Ledger Line Thickness Beam Thickness Tuplet Bracket Thickness	Default Broken Beam Length Left Half Ledger Line Length Right Half Ledger Line Lenght Left Half Ledger Line Lenght for Rests Right Half Ledger Line Lenght for Rests	Heavy Barline Thickness Thin Barline Thickness Stem Thickness	Barline Dash Length Normal Stem Length Short Stem Length Half Stem Length

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Forza!
Tempo Manager

Right-click on the dialog background for global options.

Right-click on a tempo item for options related to the selected item/column.

No documentation yet. This version only includes the tempo viewer, later versions will be able to create and manage tempo-related issues as well.

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Forza!
Rehearsal Figures

With the Rehearsal Figures component, the rehearsal numbers in your documents can be handled in a quick and powerful fashion, using a style concept. The rehearsal figures can be automatically created in the document, based on the criteria you select (such as barline style, measure number, time signature change, tempo change and so on). Rehearsal figures can be automatically set to break multi-measure rests, and staff assignments and/or positions can be changed for all rehearsal figures in one move.

The figures are created in the document as measure-attached expressions.

Don't miss the tips at the bottom of this page for efficient ways to work with the Rehearsal Figures component!

1 This field displays the currently **active rehearsal figure style**. All figures that match the active style will be listed in the Figure List.

If no style has been activated, <NONE> is displayed. To make a rehearsal style active, double-click on it in the style tree.

2 This is the **Figure List**. All rehearsal figures in the document that matches the active style are listed here.

The column displays the measure number where the rehearsal figure is displayed.

The column displays the rehearsal figures.

The ***Assigned to*** column displays which staves the figure is assigned to. You can assign a rehearsal figure to all staves, a single staff or an existing staff list. When you create new rehearsal figures, the default assignment method is All Staves.

- Double-click on an item in the list to **directly edit** the value in a column. To store a directly edited value, press the <Enter> key or click outside the direct editing area. To cancel direct editing, press the <Esc> key.
- Select a range of items in the list by holding down the <Shift> key while clicking.
- Add/remove individual items to/from the selection by holding down the <Ctrl> key while clicking.

Sort a column by clicking on a column header. Reverse the sort order by clicking once again on the same column header.

When the focus is in the figure list, use the <Ctrl>+A shortcut to quickly select all rehearsal figures.

Press the <Delete> key to delete the currently selected figures.

Right-click to display the context menu:

New...	*Creates a new style or measure sequence folder.*
Delete	*Deletes the selected rehearsal figure(s).*
Display in document	*Moves the document view so the selected rehearsal figure is visible on the screen.*
Renumber...	*Renumber the selected rehearsal figures. Despite the name, this feature will work on all numbering styles, even if they aren't numerical.* *For a straight-forward rearrangement of the selected figures, use the **Rearrange based on assigned measure** option in the dialog box. To keep the current relative order between the figure numbers/characters, keep that option OFF.*
Position...	*Displays a dialog box where you reposition (absolute or relative) the selected rehearsal figures. Here you can also find 10 quick buttons that you can program (by holding down the **Ctrl** button) for use for commonly used positions.*
Figure = Measure Number	*Change the selected figures to use the same number as the measure. This feature currently only works with the numerical numbering style.*
Position...	*Modify the position within the measure for the selected figure(s). More information is available on the Rehearsal Figures Position page.*

Select	*Submenu with selection commands to make it easier to handle multiple items.*
Point at	*Submenu with display filters to help with locating rehearsal figures that match the filter rules. This set of options is especially useful when dealing with a large number of rehearsal figures.* *If an option in this submenu is set, an arrow will be pointing at each of the rehearsal figures that match the option. Please note that this submenu will not affect editing in any way, it's only a visual guide.*
Create Sequence...	*Creates a sequence of rehearsal figures in the document. This is the fastest way to create rehearsal figures. More information is available on the Rehearsal Figures Sequence page.*
Renumber All...	*Renumber all visible rehearsal figures in the list.*
Remove All Duplicates	*Removes all identical duplicates from the document. An identical duplicate is a rehearsal figure with the same measure, figure and assignment as another one.*
Report...	*Creates a report of all rehearsal figures in the list including the current positions of each figure. This report can also be printed.*
Properties...	*Change the properties for the selected items(s). More information is available on the Rehearsal Figures Properties page.*

3 Right-click on the background to display a context menu with general commands related to the Rehearsal Figures module:

Autotrack Figure	*With this option ON, the document will automatically be positioned so the currently selected rehearsal figure is displayed. Only use this feature on fast machines.* *To manually position the document, use the* ***Display in document*** *feature described above.*
Safety Question on Multiple Delete	*With this option ON, a safety question will be shown if more than one rehearsal figure is about to be deleted.*
Safety Question on Folder Delete	*With this option ON, a safety question will be shown if a non-empty folder in the Styles/Measure Sequences tree view is about to be deleted.*
Safety Question When Deleting Active Style	*With this option ON, a safety question will be shown if the currently active style is attempted to be deleted.*
Hints	*Controls if hint texts should be displayed at the mouse pointer for this dialog page.*
Forza!	*Submenu with WWW links to help/support.*

4 This is the **Styles and Measure Sequences tree**.

The currently active style (if any) is marked with a red bullet.

The branch below contains the rehearsal figure styles. A rehearsal figure style describes how the rehearsal figure should look and behave.

The branch below contains the storage for measure number sequences. Here you can store existing sequences of measures that you want to reuse in other documents.

To easier manage your styles and sequences, organize your work in subfolders.

- Click on an already selected item to rename it. Renaming an item will not affect the contents of it. You can not rename the main branch folders for styles and measure number sequences.

- Double-click on a measure sequence to apply the sequence in the document (create new rehearsal figures using the measures that are stored in the sequence).
- Hold down the <Ctrl> key while double-clicking on a measure sequence to apply the stored sequence and the old figure positions to the document.

Press the <Insert> key to create a new style.
Press the <Delete> key to delete a selected item.

Right-click to display the context menu:

New Folder	*Creates a new folder for styles or measure sequences storage.*
New Style... *(only in Styles branch)*	*Creates a new rehearsal figure style. Information about how to design a style is available on the Rehearsal Figures Style page. If an existing style have been right-clicked, that style will be used as a template for the new style.*
Clone... *(only in Styles branch)*	*Create a new style based on an expression definition. This method is highly recommended when rehearsal figure expressions already exist in the document.* *In the list that appears, select the text expression that you want to base the style on.*
Active *(only in Styles branch)*	*If the highlighted style is active, this menu item will be checked. Selecting the menu item will make the style active (same as double-clicking on the style).*
Store All Figures *(only in Measure Sequences branch)*	*This command will revert the settings back to the last state when the 'Apply' button was used (or when the window was opened).*
Store Selected Figures *(only in Measure Sequences branch)*	*Controls if hint texts should be displayed at the mouse pointer for this dialog page.*
Delete	*Delete the item/subfolder.*
Move	*Use this submenu to rearrange an item. The following keyboard shortcuts can also be used:* *<Ctrl>+<Up> - Moves an item up* *<Ctrl>+<Down> - Moves an item down* *<Ctrl>+<Home> - Moves an item to the top* *<Ctrl>+<End> - Moves an item to the bottom*

Convert Figures *(only in Styles branch)*	*Converts the visible rehearsal figures to another style. If selected rehersal figures exist, only the selected ones will be converted.*
Select Active *(only in Styles branch)*	*Selects the currently active style.*
Report... *(only in Styles branch)*	*Creates a report for a style (or multiple styles) with all settings for each style. This report can also be printed.* *To get a report of all styles in a folder, right-click on the folder and select* ***Report...***
Apply Sequence *(only in Measure Sequences branch)*	*Creates new rehearsal figures using the measures that are stored in the sequence. The same as double-clicking on a measure sequence.*
Apply Sequence and Positions *(only in Measure Sequences branch)*	*Creates new rehearsal figures using the measure and positions that are stored in the sequence. The same as double-clicking on the sequence while holding down the <Ctrl> key.*
Convert Figures	*Converts all listed figures into the selected style. Use this to quickly convert the figures to another style without having to redefine the active style.*
Properties... *(only in Styles branch)*	*Edits the style. More information is available on the Rehearsal Figures Style page.*

Tips:

- If you already have rehearsal figures in your document and want to quickly take advantage of the features in the Rehearsal Figure module, use the **Clone** feature in the style tree. That will automatically create a style based on an existing expression definition.

- The Figure Properties can be used to apply settings (such as assignment and position) to multiple rehearsal figures in one move. Just make a multiple selection of figures before selecting **Properties...** from the context menu.

- If you want to create rehearsal figures based on many different situations (such as at double barlines as well as on tempo changes), here's a fast way to do it:
1. Create multiple sequences (using **Create Sequence...**) for the situations you need. Make sure that **Append to existing** is selected on each pass.
2. Select **Renumber All...**

- If you need to make individual positioning of rehearsal figures for some staves, you have to do it in the Finale document. However, you can have Rehearsal Figures open while you're adjusting the positions. Use the **Display in Document** feature to quickly find the rehearsal figures in the document.

- You can Undo and Redo while you are in Rehearsal Figures. Use <Ctrl>+Z and <Ctrl>+Y as you normally would do.

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Forza!
Translation Support

This page lists the components in *Forza!* that have support for foreign language translations. If you want to translate a Forza! component to "your" language, please use the component links below to the left to get to the translation pages.

If your language is supported by a *Forza!* component, do like this to see the component in your language:
1. Open the *PDK Tools Control Panel* (usually located at *Plug-ins/PDK Tools*... in Finale)
2. In the list *Prefered languages for plug-ins*, select your language. Press the *OK* button.

Component Name	**English**	**German**	**Italian**	**French**	**Spanish**	**Portuguese**	**Swedish**	**Finnish**	**Dutch**	**Flemish** (only if different than Dutch)	**Danish**	**Norwegian**
Rehearsal Figures	●						●					

Forza!
Revision history

v 0.17	- Forza! Lite is introduced - All components are fully compatible with Finale 2004 and Finale 2005 - Settings Transfer now can display/print reports of you current document settings - Some bug fixes and additions to Tempo Viewer - Some small additions to Easy MIDI - Many stability fixes
v 0.16a	- Minor additions and changes to Quick Navigator and Settings Transfer
v 0.16	- Settings Transfer component added - Misc. additions to Rehearsal Figures and Text Block Manager
v 0.15c	- Translation support added for the Rehearsal Figures component (currently only Swedish translation available) - Quick Navigator support for Patterson's Page Mover" plug-in - PDK Tools 2.09 or higher is now required. Download PDK Tools here.
v 0.15b	- Forza! is now compatible with Finale 2003 - Quick Navigator support for Patterson's Beam Over Barline plug-in - Finale 2003 enhancements to the Rehearsal Figures component - Minor fixes
v 0.15a	- Minor additions to the Quick Navigator
v 0.15	- A dialog replacement has been added for "Default Fonts"
v 0.14	- Additions and bug fixes to Rehearsal Figures and Tempo Viewer
v 0.13b	- Minor fixes
v 0.13a	- Minor fixes
v 0.13	- Tempo Manager component added. In this version it only has viewing capabilities (named Tempo Viewer).
v 0.12	- Feature additions to Text Block Manager, Easy MIDI and Rehearsal Figures
v 0.11c	- Feature additions and small fixes to Easy MIDI and Rehearsal Figures
v 0.11b	- Bug fixes in the Rehearsal Figures component
v 0.11	- Rehearsal Figures component added
v 0.10e	- Forza! is now compatible with Finale 2002
v 0.10d	- Minor fixes
v 0.10c	- Minor fixes

v 0.10b	- Minor fixes
v 0.10a	- Stability fixes for Win95/98
v 0.10	- New features added to the Text Block Manager
v 0.09a	- Minor bug fixes
v 0.09	- A first version of Text Block Manager added - More 3rd party plugin support in Quick Navigator - Forza! as separate pull-down menu - Stability fixes
v 0.08b	- About 50 more commands for Quick Navigator added
v 0.08	- Quick Navigator has now been added to Dialog Enhancer
v 0.07a	- Bug fixes in the context menu for the staff list in Easy MIDI
v 0.07	- A first version of Easy MIDI (Staff controllers) included - Feature additions to Enhancer settings
v 0.06	- Dialog Enhancer (Settings Searcher + Enhancer settings) included

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Forza!
Rehearsal Figures - Figure Position

1 This warning message will appear when multiple figures have been selected, and the main positions between the figures differ.

2 Absolute movement will move the rehearsal figure(s) to the indicated position.
Relative movement will move the rehearsal figure(s) by the indicated amount.

Hold down the <Ctrl> key while clicking on the up/down arrows at the control to add/remove a space to the current value. Vertically, a space is equal to the distance between 2 staff lines.

3 Set this option to OFF to make independently moved items remain at the current positions.

4 10 programmable preset position buttons.
Program these buttons with the rehearsal figure positions that you mostly use in the documents.
Press a button to change the entry fields to the programmed values. Hold down the <Ctrl> key to reprogram a button.

The **Original** button will reset the entry fields to the original position.

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Forza!
Rehearsal Figures - Creating Figure Sequences

When creating automatic rehearsal figure sequences, one of 3 different methods can be used. Each method has its own page and only that visible page will be used during the auto-creation of rehearsal figures.

3, 4, 5, 6 are used for every creation method.

1 Switch method of how to auto-create rehearsal figures by selecting another page.

2 Select the barline styles where you want to place a rehearsal figure.

3 The first figure that should appear in the document when new rehearsal figures are created. This value is dependent on the numbering style. If you for example use alpha characters-only as numbering style, an alpha character should be placed here.

4 Click on this button to auto-create rehearsal figures based on your settings.

5 Use this setting to not auto-create rehearsal figures at the very end of a piece. Set to 0 to turn the feature off.

6 Set to ON to merge existing rehearsal figures with newly created ones.
Set to OFF to remove the old rehearsal figures before the new ones are created.

1 Use this option to create sequences that reappear at static intervals throughout the document.

2 Insert a custom measure number sequence here. Commas, spaces and returns can all be used as separators between the measure numbers.

No more than one rehearsal figure will be created for each measure. If, for example, a time signature and key signature change appear in the same measure, only one figure is created for that measure.

1 Create a rehearsal figure if the measure has a Break multi-measure attribute set (set and reset with the Measure Tool).

2 Create a rehearsal figure each time the time signature changes in the piece.

3 Create a rehearsal figure each time the key signature changes in the piece.

4 Create rehearsal figures each time the tempo changes, based on any of the listed options.

Don't use the **Note-attached Expressions** option, unless you need it. The process of creating new rehearsal figures will be much faster when this option is turned off.

When **Single Tempo Tool markings** is selected: If multiple Tempo Tool changes appear in the same measure, no new rehearsal figure will be created for that measure.

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Forza!
Rehearsal Figures - Figure Properties

The Figure Properties dialog box is an efficient way to apply changes to rehearsal figures. You can apply property changes for any selection of rehearsal figures.

If the settings differ between multiple selected rehearsal figures, that field will be empty/unselected in the dialog box. If the entry still is empty/unselected when you press OK, no change of that value will be made.

1 Change the measure where the rehearsal figure should appear here.

2 Change the displayed figure here.

3 Select the staff assignment here.

4 Set the main positions for the rehearsal figure(s). The positions are absolute.

If you need relative movement or more controlled movement options, use the **Position...** dialog instead.

[Rehearsal Figures page] [Back to Forza! home]

Forza!
Rehearsal Figures - Styles

With Rehearsal Figure styles you can provide all the characteristics that defines the rehearsal figure appearance, and then reuse the style in any Finale document.

Rehearsal Figure Styles also works as filters for the Figure List. Only the figures that fully match the active style definition will be listed in the Figure List.

1 Set **Break multimeasure rest** to ON to make sure that the rehearsal figures are displayed during multimeasure rests. This is the recommended setting. (In Finale 2002 and later versions, Rehearsal Figures sets the multi-measure break in the measure expression definition instead of in the measure attribute.)

Set **Allow individual positioning** to ON if you need different positions on different staves for the created rehearsal figures.

2 The numbering style decides how numbering will be interpreted and what type of text to use on created rehearsal figures.

1 The text style attributes to use for the rehearsal figure.

2 The size of the text for the rehearsal figure.

3 Press this button to display the font dialog to select a new font. Here you can also change the size and text style attributes.

1 If your rehearsal figures should display enclosures, check this box.

2 Use the same settings for this group as in the enclosure dialog box for text expressions. Please refer to Finale's documentation for the explanation of these options.

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Forza!
Support FAQ

Q: *How do I install Forza! Lite?*
A: Do like this:
1. Download the Setup file available on this page to any folder on your computer
2. If Finale is running, exit Finale
3. Double-click on the setup file that you downloaded to start the installation of *Forza! Lite*
4. Follow the setup instruction on the screen
5. When you have reached the last page of the setup program, press the *Finish* button and *Forza! Lite* is ready to use in Finale (it's available as a drop-down menu to the right once you've a document open).

Q: *When I work in the Forza! windows, Finale sometimes hangs. What's wrong?*
A: On some systems (such as Windows 95), Window's Tooltip feature might hang *Forza!*. To prevent it, turn off hints on the problematic pages (right-click on the page background and deselect **Hints** from the context menu).

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Forza!
Known issues

On this page, all known problems (if any) with the *latest version* are listed. If you have a problem, and it's **not** listed on this page, please report it, using the form available on the support page.

Please note that this list doesn't contain missing features, only problems with existing features.

Problem	Description	Status / workaround
Tooltip locks Finale	On some systems (Windows 95 and sometimes Windows 98), the tooltips (the "hints") may occasionaly hang Finale.	If you have problems with this on your computer, turn off the hints on the page by right-clicking on the background and deselect *Hints*.

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Forza!
Downloads

For Windows 95/98/ME/2000/XP

Forza! Lite, v. 0.17 Setup (.exe) for Finale 2000-2005.

Installation Instructions:
1. Download the Setup file to any folder on your computer
2. If Finale is running, exit Finale
3. Double-click on the setup file that you downloaded to start the installation of *Forza! Lite*
4. Follow the setup instruction on the screen
5. When you have reached the last page of the setup program, press the *Finish* button and *Forza! Lite* is ready to use in Finale (it's available as a drop-down menu to the right once you've a document open).

This file is also available for download at the *forza-talk* file space (after you're logged in).

Documentation in PDF file format. (.zip)
This file contains the Forza! documentation available on this site as one single PDF file. (View it with Acrobat Reader.)

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