

The *Format Instrument Name* dialog in the plugin *Edit Instrument Names*

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Edit Instrument Names is a plugin that allows you to edit the full and short instrument names of all the staves in a score at once. It is especially useful for large scores. You can read about it in these blog posts:

- <https://www.scoringnotes.com/tips/tip-editing-instrument-names-quickly/>
- <https://www.scoringnotes.com/tips/working-with-instrument-names-in-sibelius/>

Formatting Instrument Names

Instrument names are commonly plain text, such as *Flute*. If you want something like a real accidental for *Trumpet in B \flat* , though, you need to apply formatting. You might also want to make text bold or italic or to appear on multiple lines.

The most straightforward way to do that is to double click on an instrument name at the left edge of a staff, and type *Return* to split a line, or make a selection and type ctrl/cmd+i to make it italic. You can right click to get special characters such as accidentals.

That is fine for 1 or 2 names, but if you need to change 40 in an orchestral score that gets tedious.

In *Edit Instrument Names*, you can type in formatting wildcards around the text, and these will be converted into formatted text in the score. You can type ^b, and it will be converted into a flat accidental from the *Music Text* font, and you can use any other formatting wildcards discussed in the Sibelius Reference in the *Wildcards* section. Though these are defined for the Score Info/Backstage area, they will work in the score and in these plugins in most cases.

Adding formatting changes to Score Info

Sibelius allows you to add line-breaks and changes of font, character and style at any point within text in the File ▶ Info dialog. Most changes of format are simply sandwiched between backslashes—e.g. \n\.

<ul style="list-style-type: none">• \B\—bold on• \I\—italic on• \U\—underline on• \n\—new line	<ul style="list-style-type: none">• \b\—bold off• \i\—italic off• \u\—underline off• \f\—change to the text style's default font
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- \fontname\—change to given font name (e.g. \Arial\ to switch to Arial)
- \height\—set the font size to *height* x 1/32nd spaces (e.g. \s64\ to set font height to two spaces)
- ^—use the Music text character style for the next character.

Prior to version 02.21.00, the dialog in Edit Instrument Names could not show text that had been formatted previously, but now, in Sibelius 6 or later, any text formatting will be retained and shown in the dialog.

Format Instrument Names

You can add numbers, line feeds, and spaces to one or more Instrument Names as described in the Sibelius Reference in section '5.4 Instrument Names - Format and style of names - Advanced Name Formats'. This is accomplished by choosing one or more Instrument Names, picking a formatting preset, and choosing 'Apply formatting'. Presets that use \n assume that line spacing for the Instrument Names text style is set to 50% as described in the Reference.

If you select a preset, its formatting characters and description appear below the list box. Presets use Sibelius formatting wildcards and special characters to represent the name or parts of the name. '@' is the complete name. For instruments like Trumpet in Bb, '%' is the portion of the name up to 'in', and \$ is the portion from 'in' on. 'Split' presets that use % and \$ will only format instrument names that include a key, such as 'in Bb'.

Undo Formatting will restore the formatting string to the value it had when this dialog was brought up before making any changes. It will not undo formatting made in a previous session. You will need to edit the formatted name in the main dialog to remove such formatting.

Names with 'X' after the staff number are not editable. Changes will be kept only if you choose 'Accept changes.'

Instrument names with staff/type headers. Use ctrl/cmd+click to multi-select names

1_Full: Flute
 1_Short: Fl.
 2X_Full: Flute
 2X_Short: Fl.
 3_Full: Oboe
 3_Short: Ob.
 4X_Full: Oboe
 4X_Short: Ob.
 5_Full: Clarinet in B^b
 5_Short: Cl.
 6X_Full: Clarinet in B^b
 6X_Short: Cl.
 7_Full: Bassoon
 7_Short: Bsn.
 8X_Full: Bassoon
 8X_Short: Bsn.
 9_Full: Horn in F
 9_Short: Hn.
 10_Full: Horn
 10_Short: Hn.
 11X_Full: Horn
 11X_Short: Hn.
 12_Full: Trumpet in B^b
 12_Short: Tpt.
 13_Full: Trumpet
 13_Short: Tpt.
 14X_Full: Trumpet
 14X_Short: Tpt.
 15_Full: Trombone
 15_Short: Tbn.
 16X_Full: Trombone
 16X_Short: Tbn.
 17_Full: Sousaphone in E^b
 17_Short: Sousa.

Presets for formatting names

Name 1-2
 Name 1-2 grand staff
 Name 3-4
 Name 3-4 grand staff
 Split in key 1
 Split in key 1-2
 Split in key 2
 Split in key 3
 Split in key 3-4

< Apply formatting
 < Undo formatting
 Edit, Add, or Delete Preset...

Selected preset formatting codes and description

1\n\@ \n\2

Name in single staff followed by 1 above and 2 below

Translatable text for Split presets for names like Trumpet in Bb

"in" portion: in
 Key root names: A, B, C, D, E, F, G

Edit Split Preset Text...

Help... Cancel Accept changes

Staff 4 is not editable

Formatting codes for this preset

Preset description

For "Split" presets, we can replace "in" and A, B, C with language-specific key text

The *Instrument Names* listbox contains all the full and short names in the current screen of the main dialog. Each entry consists of a label, which is the staff number followed by *_Full:* or *_Short:*, followed by the instrument name that was shown in the edit box in the main dialog. Only the instrument name portion will be formatted. Staves whose edit boxes were disabled in the main dialog will be marked with an X after the staff name, indicating that this staff cannot be formatted.

In Sibelius 7 and later you can *ctrl/cmd click* entries in the list box to multi-select entries and format several names at once.

Formatting is accomplished by applying formatting *presets* to selected instrument names.

If you select a preset from the *Presets* list box, its formatting characters and description appear below the list box. Presets use Sibelius formatting wildcards and special characters to represent the name or parts of the name. '@' is the complete name. For instruments like *Trumpet in Bb*, '%' is the portion of the name up to 'in', and \$ is the portion from 'in' on. 'Split' presets that use % and S will only format instrument names that include a key name, such as '*Trumpet in Bb*', and ignores other instrument names. The "marker text", which in English is " in " and the letters A- G, can be edited to handle non-English names.

If you apply the preset *Name 1 -2*, whose formatting codes are *1\n\@ \n\2* to the instrument name *Flute*, the result will be as shown below in the dialog, and then in the score. Unfortunately, there is no good way to preview the results in the score until you close the plugin. Use *Undo* immediately if the result is not what you expected.

Instrument names with staff/type headers. Use ctrl/cmd+click to multi-select names

1_Full: 1\n\nFlute \n\n2

1_Short: Fl.
2X_Full: Flute
2X_Short: Fl.
3_Full: Oboe
3_Short: Ob.
4X_Full: Oboe
4X_Short: Ob.
5_Full: Clarinet in B^b
5_Short: Cl.
6X_Full: Clarinet in B^b
6X_Short: Cl.
7_Full: Bassoon
7_Short: Bsn.
8X_Full: Bassoon
8X_Short: Bsn.
9_Full: Horn in F
9_Short: Hn.
10_Full: Horn
10_Short: Hn.
11X_Full: Horn

Presets for formatting names

Name 1-2
Name 1-2 grand staff
Name 3-4
Name 3-4 grand staff
Split in key 1
Split in key 1-2
Split in key 2
Split in key 3
Split in key 3-4

< Apply formatting
< Undo formatting
Edit, Add, or Delete Preset...

Selected preset formatting codes and description

1\n\n@\n\n2
Name in single staff followed by 1 above and 2 below

Flute 1
2

Instrument name text style set to 50% line spacing

Result in score

Undo Formatting will restore the formatting string to the value it had when this dialog was brought up before making any changes. It will not undo formatting made a previous session. You will need to edit the formatted name in the main dialog to remove such formatting.

The preset *Name 1-2* implements one of the instrument name styles described in the Reference in section 5.4 **Instrument names** in the topic **Format and style of names**. It is marked as format 2 in the graphic below.

Here are some more advanced instrument name formats:

4 Horns

You can write this at the start of your score simply by double-clicking the name to edit it. (You might also want to edit the short form of the name on a subsequent page.)

Tri.
S.D.
B.D.

To achieve this, simply double-click the instrument name and hit Return (on the main keyboard) between each name.

1

In this instance, create a single flute, then add an extra staff below (□ 2.5 Staves), and then edit the instrument name: type "1 Return Return Fl. space space Return Return 2". The 1 and 2 are correctly positioned vertically but will get slightly mispositioned if you change the gap between staves from the default.

2

You can get this effect by creating the name in a right-justified text style with line spacing set to 50%; type "1 Return Clarinet space space space Return 2." As you need to set the Instrument names text style to have line spacing of 50%, other instrument names that span more than one line will need an extra Return between lines to space them correctly.

Violin I
divisi

Here "Violin I" is the instrument name, and "divisi" has simply been added by typing Expression text in the margin. Beware that this "divisi" is attached to the first bar of the staff, so reformatting the score might move it. For this reason, create a system break at the end of the previous system to make sure it doesn't get displaced.

TENOR

In some choral scores, no instrument names are used to the left of systems. Instead they are typed in capitals in Technique text above each staff (starting over the clef) at the start of the piece, and then wherever the singers used on the system change. This convention is often used in early music editions and in scores where the same staves occur on most systems. Instrument names for choral singers are usually written in capitals.

For this formatting to be effective, the text style used for *Instrument Names* needs to be modified as described in the to have a Line Spacing of 50% rather than the default 90%. The built-in presets all assume a line spacing of 50% for proper spacing.

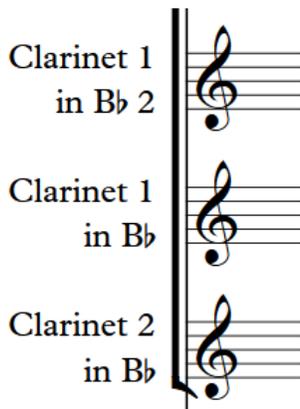
Processing Instrument names with “in Bb”- type key names

While names such as *Clarinet in Bb* can be processed as a single block, this dialog can also split names that contain “in” followed by a key name (a capital letter A through G) into 2 parts: the part before “in” and the part from “in” to the end. Formatting will then be applied only to the second piece of the name. For example, we might have

Clarinet in Bb

The built-in presets that start with *Split* use the special formatting characters % and \$ to split the name into “*Clarinet*” and “*in <keyname>*”, add formatting around the 2 parts of the name.

Here are some instrument name formats that music engraver Bill Holab sent to me to use as examples. We can produce these with various combinations of parameters.



Bill described the examples above as

```
Clarinet 1\n\\n\\n\\in B^b 2  
Clarinet 1\n\\n\\n\\in B^b  
Clarinet 2\n\\n\\n\\in B^b
```

Assume we start with *Clarinet in B^b*, these can be produced using the presets *Split in key 1-2*, *Split in key 1*, and *Split in key 2*.

The “marker text”, which in English is “in” and the letters A- G, can be edited to handle non-English names using *Edit Split Preset Text*.

Creating and editing presets

If you want to use formatting that is different from the available presets, you can edit or create your own presets using the *Edit*, *Add*, or *Delete Preset* button, which brings up another dialog.

Presets for formatting names

- Name 1-2
- Name 1-2 grand staff
- Name 3-4
- Name 3-4 grand staff
- Split in key 1
- Split in key 1-2
- Split in key 2
- Split in key 3
- Split in key 3-4

< Apply formatting

< Undo formatting

Edit, Add, or Delete Preset...

Edit Preset

For Edit, Rename, Add, and Delete, the name in the Preset Name edit box relates to the name currently selected in the Presets listbox, and there are some limitations:

- Edit and Delete require that the names be the same.
- Add and Rename require that the new name is not already present in the Presets listbox, so the names must be different.

To Add a preset, start with an existing preset, then change the name and any other properties and choose Add New Preset.

The characters double quote, grave accent (`), and asterisk (*) are disallowed in the edit boxes, and fields containing them will be rejected because they are used internally. In the Preset formatting code edit box, each entry must contain either exactly one @ character (representing the full instrument name), or, for instruments such as 'Clarinet in Bb', exactly one % character (representing the name up to 'in' and one \$ character (representing the name from 'in' to the end), with the % always coming before the \$. The other characters can be formatting wildcard or any other text, but you cannot mix @ with % or \$ in the same string.

If a formatting string includes % and \$, only instrument names that include 'in' with a key name will be processed.

NOTE: if you choose 'Accept Changes', the preset lists will be updated even if you later cancel out of the Format Names dialog. Be sure that is what you want to do.

Presets

- Name 1-2
- Name 1-2 grand staff
- Name 3-4
- Name 3-4 grand staff
- Split in key 1
- Split in key 1-2
- Split in key 2
- Split in key 3
- Split in key 3-4

Preset name: Name 1-2

Preset formatting code: 1\n\@ \n\2

Preset description. Text in the 3 edit boxes will be combined.

Name in single staff

followed by 1 above and 2 below

Edit preset

Rename preset

Add new preset

Delete preset

Restore list to built-in presets

Trace all presets

Cancel

Accept changes

The documentation in the dialog should contain enough information to let you *Edit, Rename, Add, or Delete* a preset. You will need to understand what the formatting codes do to use this effectively. It can often be helpful to start with a similar preset and make changes to the formatting codes from there.

Edited presets are stored between Sibelius sessions in the plugin *Preferences* database, which can be viewed and edited using the shipping *Preferences* plugin. There is no way currently to transfer changed presets to another machine, but *Trace all presets* will at least write them to the trace window, and you can copy the text to a text editor and print them out for entry in the *Edit Preset* dialog.