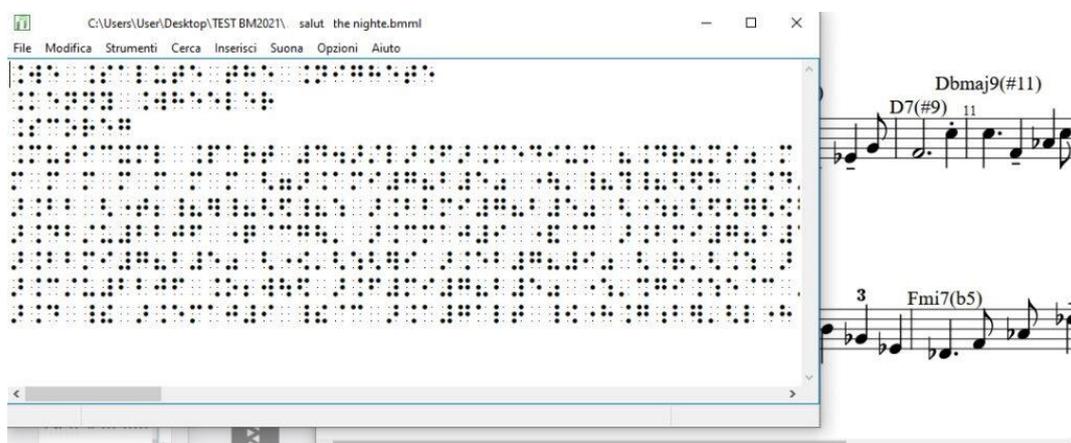


Braille Music Editor 2025



Manual

Summary

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1 Introduction

BM2025 is a software that allows you to access music according to the Braille musical syntax proposed by the *New International Manual of Braille Music Notation*¹ edited by Bettye Krolick. Thanks to this software, users can independently write musical scores in Braille, read them, listen to them. In addition, it is possible to export Braille in different formats (TXT, MusicXML, MIDI, BMML proprietary code). Music is written according to the rules of the New International Manual of Braille Music Notation. The musical score can be controlled in various ways: through the voice of the screen reader (JAWS or NVDA), which verbalizes the musical elements; through the MIDI sound or on the Braille display.

You can view the score in traditional graphic format, or export it in MusicXML format to view it in programs such as Finale, Sibelius, Musescore and many others.

1.1 Minimum system requirements

Required operating system: PC with Windows 10 or later (32 or 64 bit), at least 4GB of RAM, 2 GB of disk space.

If you have a screen reader installed on your PC, in order to use it with the BM2025 program, you need to install the scripts for JAWS (from version 2016 onwards) and NVDA (version 2023 onwards). The scripts are present in the same executable and are installed together with the BM2025 program.

1.2 License

BM2025 is a proprietary program produced by the Giuseppe Paccini Cultural Association and licensed. The terms of the license can be found on the website www.braillemusiceditor.com

1.3 Contacts and Information

For contacts and information, updates and news visit the site www.braillemusiceditor.com

2 Installation

In most cases, BM2025 can be installed on your PC like any other Windows application. After downloading the BM2025SETUP.EXE file, simply select it and press ENTER to start the installation procedure. It may happen that the User Account Control of Windows 10 or Windows 11, if enabled, asks for confirmation every time an unknown application wants to make changes to the operating system. Select run and then “YES” to the question “Do you want to allow this app with an unknown publisher to make changes to your device?”

¹https://www.music4vip.eu/it/manuale_internazionale_di_notazione_braille

The installer starts and, in general, you just need to press ENTER a certain number of times to have a standard installation. The installer asks you which screen reader is installed on your PC and installs the related scripts.

If you want to change some installation parameters, follow the instructions and options proposed by the installation program.

2.1 Registration

If not registered, the program works in demo mode for a limited period of 60 days, after which it will be necessary to purchase and activate it by registering. After purchasing, you will receive a six-digit user code associated with the email address provided with the order. When starting the program, a window will open to enter the user code and the associated email. After entering the data and pressing ENTER, a message will appear confirming successful registration.

3 How to Get Started

BM2025 is a music editor that uses Braille syntax. Similar to a word processor, it stands out for its ability to automatically recognize and interpret Braille characters in musical elements, following the rules of the International Manual. BM2025 is equipped with numerous functions and tools that simplify reading, correction, verification, archiving and exporting to various formats. When started, the program shows a blank page with the cursor positioned at the beginning of the score.

3.1 Using the keyboard

The image below shows a Braille cell with the six Braille dots numbered from 1 to 3 in the left column and from 4 to 6 in the right column.

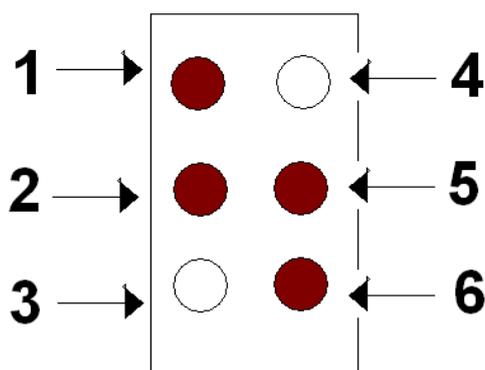


Figure 1: Braille cell with 6 dots

Writing with the BM2025 is generally done using the keyboard in Braille typing mode. This involves using only the third row of keys according to the following conventions:

f, d, s correspond respectively to Braille dots 1, 2, 3

j, k, l correspond to points 4, 5, 6

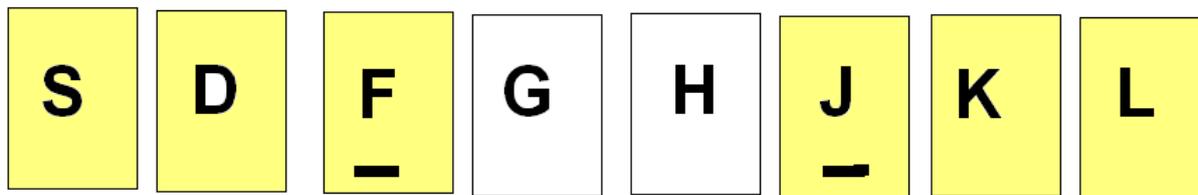


Figure 2: Computer keys 123 and 456

To navigate the document, use the SPACE, ENTER and ARROW keys. Other hot keys are used to activate additional functions, described in more detail in the SPECIAL INSERTS chapter.

The input technique requires that characters appear on the screen only after the simultaneously pressed keys are released. If the keyboard does not support pressing six keys at the same time (the limit can be only four keys), you can opt for the sequential input mode. For further details on the input modes, see the chapter [INPUT MODES](#).

3.2 Writing a simple score

Let's start with a simple example the first bars of the melody "Happy Birthday to You". Braille characters will be indicated as sequences of dots. For example, the letter 'd' is represented by dots '145'. Each character is separated from the next by a comma by convention. In the score, the space acts as a real white space, equivalent to a musical bar.

3.2.1 Time Entry

To begin, enter the tempo by selecting INSERT\TIME from the menu or by pressing the 'T' key. This will open a window where you can type the tempo in Braille typing mode. For example, to set a 3/4 tempo, you can use one of the following Braille combinations:

3456,14,256

3456,25,145

3456,14,6,3,1456

After entering the tempo, press ENTER to return to the main window. If the tempo is not entered correctly, the window will remain open to allow corrections. Once confirmed, the Braille sequence will appear in the document as a tempo indication, and the speech synthesizer will read 'three-quarter time' when the cursor is over the tempo text.

3.2.2 Inserting notes

After setting the tempo, you can start writing music. Using the braille typing mode, we start entering some notes, remembering to add the octave sign

before the first note. Each time we enter a note, we can hear the corresponding sound.

Here is an example where the notes are represented by a sequence of Braille dot combinations. Remember that the space, or the use of the 'ENTER' key to start a new line, acts as a bar separator.

46,145,145, space,
156,1456,12456, space,
1234

After entering these combinations, we use the arrows to navigate between the inserted symbols. As the cursor moves, we can hear both the names of the musical elements via Jaws (for example, fifth octave, C eighth) and their sounds

3.2.3 Execution

Once you have completed composing your piece, you can listen to it in its entirety by selecting PLAY\SCORE from the menu or by pressing 'CTRL+B'. This command will open a MIDI playback window. To start listening, press the 'ENTER' key.

For further details on the MIDI playback window and its options, see the chapter '[MIDI PLAYBACK](#)'.

To listen to a specific measure, place the cursor inside it and press: 'SHIFT+B' to listen to all the notes in the song, including those in any other parts; 'B' to listen to only the notes in that measure.

To continue with the example, let's move to the last character entered by pressing 'CTRL+END' and proceed with inserting the rest of the song, as follows:

145,145 space,
156,1456,1256 space,
12345,145,145 space,
56,1456,246,12456 space,
1246,156,126,46,245,245 space,
246,12456,1256 space
12345.3 space

(Note: In Braille, both the space and the start of a new line have the same function: they both indicate the bar mark.)

In this fragment we have written octave symbols, notes, beats, a flat and a dot on the last note

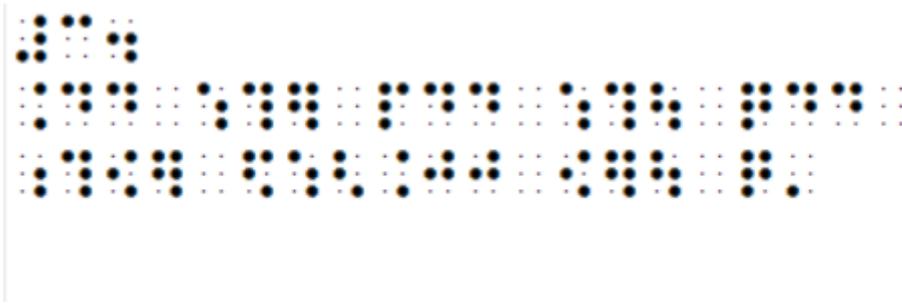


Figure 3: musical fragment happy birthday to you

3.2.4 Adding a key signature (key)

Let's further refine our piece, which is in F major. To add this key, we place the cursor at the beginning of the score, before the time signature, and press the letter 'Y' or select INSERT\KEYMARKS' from the menu. The 'Keymarks' window opens where we insert the Braille dots '126' and press 'ENTER' to confirm. The key signature with a flat will now be added to the beginning of the score. We can then remove the flat sign that precedes the note by selecting it and pressing the 'DEL' key.

Finally, to conclude the piece, we add a double line at the end of the melody using the dot combination '126,13', which indicates the end of the piece. Now, the Braille score is complete and can be viewed 'in black' via the TOOLS\GRAPHICS menu item or by pressing the 'F9' key.

For information on converting for printing, see the chapter ['Exporting to MusicXML'](#).

If you close the document without saving it, the program will ask you if you want to save the changes you made.

3.3 Writing multiple parts

In addition to writing a simple piece for a single part, as seen above, we can create more complex compositions for multiple parts.

When we open a new page with the combination CTRL+N or by selecting FILE\NEW, the first action to perform is to set the instrumental structure. To do this, we press CTRL+P or select "INSERT\SELECT PARTS".

As an example, let's define a piano score, which includes the right hand and left hand part. Let's go to the INSERT\SELECT PARTS menu or press CTRL+P. A window with two boxes will open. The first box, titled "Parts", contains the main instrumental families or groups.

To navigate the list we use the down arrow. To expand a selected item in the list we use the right arrow. Therefore we look for the "Keyboards" item and expand the content with the right arrow. We select the right hand with the space bar, then use the down arrow and the space bar again to select the left hand. Alternatively, to manage the selection of parts you can use the "Insert" and "Delete" buttons.

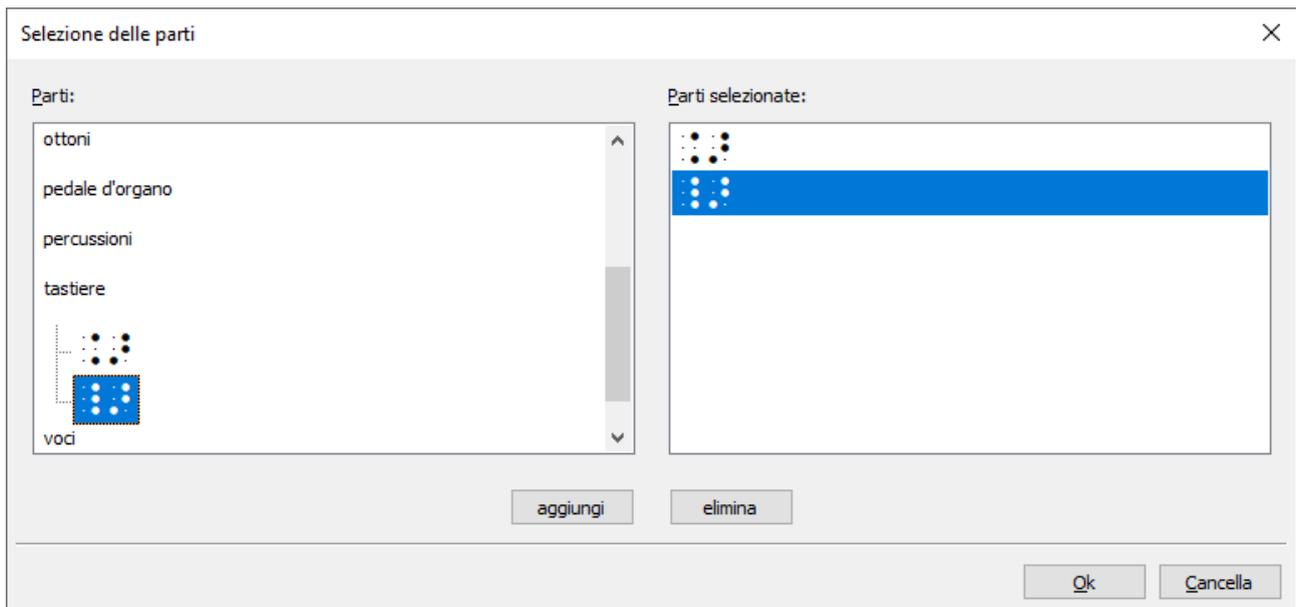


Figure 4: Part Selection Window

Now the two parts will appear in the second box called “Selected Parts”. Press Enter to save the new song structure.

If you want to set formations other than the default ones, you can do so via the "Edit" menu by selecting "Parts Library". Here you can add new elements, which will then be available in the "Parts Window"

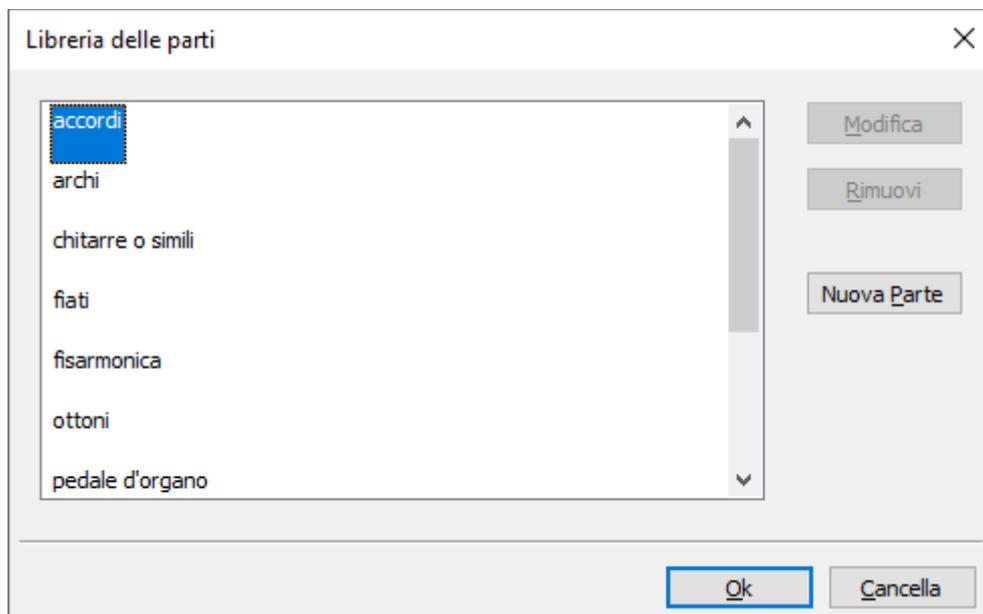


Figure 5: Parts Library window

To enter the tempo and key signature, we proceed as for writing a single part described above. Let's position ourselves on a new line and press ENTER. Here we insert the right hand part. To do this, press the P key. The relative symbol is automatically inserted at the beginning of the line.

At this point, we can write the melody for the right hand as seen previously. Below are the necessary characters remembering that “S” indicates “Space”

46,145,145,S,156,1456,12456,S,
1234,145,145,S,
156,1456,1256,S,
12345,145,145,56,1456,246,12456,S,
1246,156,126,46,245,245,S,
246,12456,1256,S,12345,3,126,13

After writing the right hand part, we press ENTER to move to a new line, then press P again. The program will then insert the Braille symbols for the left hand. It is important to remember the following rule: a new part can only start on a new line. In practice, you need to press "ENTER" at the end of each part section.

The program can automatically insert part markings for the right and left hands alternately. Then, as you continue to enter part markings, the right and left hand markings will alternate across the score, as is usual in ordinary Braille score. However, you can change this alternation by placing the cursor on an already inserted part marking and pressing P at that point. This will cause the part marking to change. In a simple situation like this, the right hand part can be changed to the left, or vice versa.

If there are more than two parts, each time you press the letter P, the part sign will change to the next part type. The sequence corresponds to the order in which the parts were added to the list of selected parts in the "Select Parts" dialog box.

After the left hand sign you can write the relative notes. Below is the sequence of combinations:

456,12456,246,346,2356,S,
456,1456,1246,35,2356,S,
2356,456,12456,246,346,2356,S,
12456,246,126,35,2356,S,
2456,156,346,2356,1456,12456,346,1246,35,S,
12345,3,346,126,13

In the example below you will find the complete score. The right hand part has remained almost unchanged from the previous example. The only difference is the presence of a sign indicating the right hand before the first note in the upbeat. The left hand part begins on a new staff .

126,S,3456,14,256
46,145,145,S,156,1456,12456,S,1234;145,145,S,156,1456,1256,S,
12345,145,145

56,1456,246,12456,S,1246,156,126,46,245,245,S,246,12456,1256,S,
12345,3,126,13
456,3,1236,S,456,12456,246,346,2356,S,456,1456,1246,35,2356,S,2356
456,12456,246,346,2356,S,12456,246,126,35,2356,S, 2456,156,346,2356
1456,12456,346,1246,35,S,12345,3,346,126,13

At this point you can save the document by pressing CTRL+S, play it with CTRL+B, print it, or export it to MusicXML for a traditional graphical representation.

4 Braille Music Text Input Mode

The program has four different modes for entering Braille characters.

- 1) In "LINE" mode, you use the 6 braille keys on the keyboard as you would with a braille typewriter. This system also provides the use of some shortcut keys to open windows for entering musical elements such as time, key, lyrics, chords, etc. In this mode, the Space, Enter, Backspace and arrow keys are also active.
- 2) The "sequence" mode is similar to the line mode, but the keys can be pressed one after the other and the input confirmation is done with the Space key. The Space is always inserted with the text Space when no key of the 6 Braille signs is pressed. This system is used when the PC keyboard does not support the simultaneous pressing of 6 keys.
- 3) The third mode, called "Alphanumeric", allows you to use the keyboard normally. When this mode is active, you can configure the keyboard via the "correspondence table" menu, to configure which please refer to alphanumeric configuration. Warning: in "Alphanumeric" mode the hotkeys are all deactivated. To access the various functions you have to do it from the menu
- 4) Finally, Braille characters can be entered directly from the 6 keys on the "Braille Focus" Braille display or other displays that support the BrailleIn standard.

4.1 Text entry in braille typing mode

To write in braille typing mode, use the third row of keys with the following conventions:

fds = points 1 2 3

jkl = points 4 5 6

The input technique is similar to that used with the braille typewriter, taking into account that the character appears only after the last key pressed is released. In this mode, a series of keys are active, such as P, T, Y, etc. to open specific windows. To find out about the hot keys, see the INSERT menu.

4.2 Text entry in sequential mode

Since Braille typing mode may not work with all keyboards, you can activate a so-called "sequential" mode through `OPTIONS\KEYBOARD\SEQUENCE`.

In this mode, the F, D, S, J, K, L keys must be pressed one after the other and confirmed with the SPACE key. For example, to enter the sign 1456, press F, J, K, L in succession followed by SPACE.

To insert a space, simply press the SPACE key.

4.3 Entering in alphanumeric keyboard mode

Braille characters can also be entered using all the keys on your keyboard or using an external keyboard, or an external 6 or 8-key keyboard. Using this mode, hotkey entries such as U,Y,T, can only be selected from the menu. In order to correctly present Braille characters, it is necessary to use a correspondence table, which has the extension kbd. The table is selected from `OPTIONS\KEYBOARD\CORRESPONDENCE TABLE`. Some tables are present by default, but depending on the language and the external keyboard used, it may be necessary to create a custom table.

To create a table you can use a text editor respecting the following rules:

The first line must be a header line such as the following: [BM2025 Keyboard Translation Table / Ascii=Dots]

Below, for each line, the correspondences are written in the form:

ANSI code = Braille dots

for all 256 ANSI characters and any additional Unicode characters.

For example to convert the ANSI 97 code at point 1

a line is written as follows:

97=1

The line that begins with a semicolon is a comment line.

4.4 Using the 6-key Braille keyboard of the Focus or compatible Braille display

4.4.1 With JAWS screen reader

The JAWS script has a feature that allows you to write directly from the six-key keyboard of the Focus Braille display or other display that supports the BrailleIn standard.

This function is activated in two ways:

- the first from the computer's alphanumeric keyboard with the default command Ctrl Shift R;
- the second directly from the Braille display keyboard with the 3 and 6 keys and space.

At first activation, and only the first time, from the BM2025 menu Options, Keyboard, Correspondence Table, you must select the relevant table called "Unicode.kbd" or another one compatible with the language in use.

Once the key combination is pressed, the script automatically activates the alphanumeric keyboard, along with the correspondence table.

Finally, all you have to do is type using the Braille display keyboard, and JAWS will automatically insert the characters corresponding to the points pressed, making it possible to easily type Braille music scores.

Key combinations can be freely changed through the JAWS Keyboard Utility, which can be called up via the combination Insert + 8, or via the JAWS menu manager, Insert + F2 / Keyboard Utility.

4.4.2 With NVDA Screen Reader

If you have the NVDA screen reader, once you have installed the script you can invoke the write function from the six-key keyboard of the Focus Braille display or other display that supports the BrailleIn standard.

This function is activated in two ways;

- the first from the BM2024 program menu by selecting Alphanumeric Keyboard from the Options, Keyboard menu.
- the second directly from the Braille display keyboard with the 3 and 6 keys and space.

At the first activation, and only the first time, from the BM2025 menu Options, Keyboard, Correspondence Table, you must select the relevant table called Unicode.kbd or another compatible with the language in use. The script will automatically take care of activating the alphanumeric keyboard, together with the appropriate correspondence table.

Finally, you simply type into the Braille display's keyboard, and NVDA automatically inserts the characters corresponding to the points you press, making it possible to type Braille from your music score.

5 Special Inserts

Some musical elements (tempo, key, text, etc.) cannot be written directly on the main page, but must be inserted through specific windows. Inside the window, writing can be Braille type, for example to write the tempo, or traditional type using the normal keyboard characters, for example, to write the lyrics. At the end of writing inside the window, the typed element is inserted in the position where the cursor was.

To modify an element inserted through the appropriate window, you must position the cursor inside the element and press the relevant command to open the window with the previously inserted button.

For example, if we have entered a 4/4 time with the combinations 3456,145,256 and we want to correct it, we must position the cursor on one of the Braille signs and press the T key. The time window will open again, with the text previously written. Now you can edit the text and press "ENTER" to confirm the changes.

Warning: to delete an element inserted from a table, you must select all the elements belonging to it and then press the DEL key.

Below is a list of elements that must be inserted using a special window preceded by the relevant command:

T Time

Y Key alterations also called key signature

M Metronome

U Text (of various types)

C Agreement

W Lyric

etc.

NOTE: in the case of writing with multiple parts, the time signature and key signatures can obviously be inserted before the parts or within them after the part sign. This second method, for example, is necessary if you want to write a score with transposing instruments.

For the insertion of text, chords or lyrics, a more detailed discussion is necessary, which will be covered in the specific chapters dedicated to these topics such as:

- Inserting text
- Inserting the lyric
- Inserting chords

5.1 Inserting text

In a score, inserting text such as titles or tempo markings is a common practice. To add text, you can use the INSERT\TEXT menu or press the 'U' key. In both cases, an editing window opens where you can type the text using the full alphanumeric keyboard. During this operation, the system's 'line' mode is temporarily deactivated.

By moving with the "TAB" key we can select three checkbox options.

Braille sign first: the entered text will be preceded by the Braille sign 345

Braille sign after: The entered text will be followed by the Braille sign 345.

Braille only: The entered text is displayed in the document but is not exported to MusicXML.

You can assign a "Type" to the text. This information is useful both for the Screen-reader that has to read the text and for exporting to MusicXML.

Let's take an example: in a new document we want to insert a title. We press U to activate the window, and we write the title "Prelude". With "TAB" we move to the "TYPE" box and select "title" with the down arrow. By pressing "ENTER" the title is inserted in the main window.

5.2 Inserting the Parts

Before starting to write a music it is necessary to know how many and which parts it will be composed of. This information is important because once you

have started writing it is no longer possible to add/modify new parts to the composition.

You can insert a part through the INSERT\PARTS menu or by pressing the P key. However, before inserting a Part you must select and set the set of parts that will be part of the composition. We have already discussed the selection of parts to which we refer.

In this chapter we just want to keep in mind that the parts are inserted in the order in which they were prepared. It is therefore possible to write scores in which a part is silent for a certain period. For example, in a score for violin and piano, the selected parts will be: violin, right hand, left hand. Pressing P the first time inserts the violin part. Without moving the cursor you can press P again to insert the next part which will be the right hand. After writing the notes for the right hand and finishing the line, press P again to insert the left hand part. After writing the notes for the left hand and finishing the line, press P again to insert the violin part, and then the right hand and left hand. The violin part therefore begins a certain number of bars after the piano.

Each time you press the P key, the next part in the cycle is proposed. If you want to skip a part, just press P again.

It is important to note that you cannot insert a part if there is already another part or music belonging to another part on the same line.

If the selected part also provides the possibility of a short note, for example vl. for the violin part, you can insert the abbreviated value by pressing SHIFT+P.

5.3 Insertion of the lyric

To insert the lyrics, you must first write the melody, then move the cursor to the empty line before the melody to which the lyric is associated. Then press the "W" key and write the hyphenated text in the window using the alphanumeric keyboard.

To write hyphenated text, follow these rules: words should be separated by a space, when we are at the end of a word, or by a hyphen between one syllable and another.

Example: ky-ri-e e-le-i-son

The image shows a Braille representation of the lyrics 'Ky - ri - e e - le - i - son' on three lines. Below it is a musical staff in 2/4 time with a treble clef. The notes are: Ky (quarter), ri (quarter), e (quarter), e (quarter), le (quarter), i (quarter), and son (quarter). A triplet bracket is placed over the 'e - le - i' syllables.

Figure 6: Braille and graphic example of the lyric

It is possible to join syllables together by means of parentheses.
 Example: ky-ri-(ee)-le-i-son

The image shows a Braille representation of the lyrics 'Ky - ri - ee - lei - son' on three lines. Below it is a musical staff in 4/4 time with a treble clef. The notes are: Ky (quarter), ri (quarter), ee (quarter), lei (quarter), and son (quarter). The 'ee' and 'lei' syllables are connected by a horizontal line.

Figure 7: Example with joined syllables

It is possible to repeat some syllables by using the asterisk symbol * before and after the text to be repeated. Example: *Sanctus*

The image shows a Braille representation of the lyrics '*Sanctus Sanctus Deus*' on three lines. Below it is a musical staff in 4/4 time with a treble clef. The notes are: San (quarter), ctus (quarter), San (quarter), ctus (quarter), De (quarter), and us (quarter).

Figure 8: Word repetition symbol

You can repeat n times by writing the number to be repeated after the last character of the repetition. Example: *A-men*#3

Figure 9 shows a musical staff in 4/4 time with three measures of the melody for 'A - men'. Above the staff, the Braille notation uses a slash symbol to indicate that the syllable 'men' is repeated for each measure.

Figure 9: repetition n times

it is possible to insert silent syllables by writing the slash symbol / possibly followed by # and the number for multiple syllables

Figure 10 shows a musical staff in 4/4 time with two measures of the melody for 'A - men'. The Braille notation above includes a slash and a hash symbol to indicate silent syllables inserted between the notes.

Figure 10: silent syllables

it is possible to insert entire silent measures by writing the sequence of open and closed parentheses () possibly followed by # and number for multiple measures

Figure 11 shows a musical staff in 4/4 time with four measures of the melody for 'A - men'. The Braille notation above uses parentheses to indicate silent measures between the first and second measures, and between the third and fourth measures.

Figure 11: example with silent measurement

To write a hyphen at the end of a line, for example if the word continues in a new system, you write two hyphens in a row. When the word resumes in the new system, you do not need to rewrite the hyphen.

Example: ky-ri--

Lyric text can be written on multiple lines. In this case, the text must be written entirely within the same window on multiple lines: by pressing “ENTER” you proceed to write on the new line.

Once you have finished writing, press CTRL+ENTER to insert the lyric text into the main window. The text can always be edited by pressing the W key when the cursor is on the lyric line.

The program automatically matches the lyrics to the underlying music.

To check the correct pairing, you can position the cursor on a note and press the F11 key.

It is possible to write multiple verses for a single line of music. In this case, proceed as described above for the first verse, then press “ENTER” at the end of the lyric line to create a blank line on which we press W to create a new lyric line.

5.4 Inserting chords

Chords in the form of acronyms must be written at the end of each bar, after having written the notes. The Braille symbols 6,36 are written to indicate the beginning of the chord part. Then from the menu select INSERT\CHORD or by pressing the C key a window opens in which it is possible to set: Base note, Bass, Chord, Duration

Base note: it is the fundamental of the chord

Bass : the bass note if different from the fundamental

Chord : the type of chord, choosing from those available in the list. For more information see “Chord Library”.

Duration : duration of the chord. If no duration is specified, the program will calculate the duration based on the number of chords entered in the bar.

Pressing “ENTER” confirms the insertion of the chord at the point where the cursor is located. To add another chord, press the C key again. To modify a chord already inserted, position the cursor on it and press C

6 Writing control

The program offers various solutions for controlling the characters entered while you are typing.

While writing, you can listen to the voice of the screen reader that pronounces the Braille dots of the inserted character, but also the sound, if you insert notes, intervals or pauses. To activate this option, press the F4 key or from the OPTIONS/SOUND NOTES menu

Always moving the cursor over the various musical elements, the screen reader voice reproduces the type of element and some of its properties depending on the voice setting.

For more information on voice options see “voice options”.

Another control option is MIDI playback of the entire song or the current measure. For this mode, see “MIDI Playback”.

Additionally, you can check the association between the lyric text and the notes by pressing the F11 key when the cursor is positioned on a note.

See also “Inserting Lyrics”.

Finally, you can check the properties assigned to a note or other elements for a correct traditional graphic presentation, by pressing Ctrl Shift R or from the Insert/Properties menu.

Properties include choosing the direction of the stem, where to apply this attribute, whether to insert beams or not, and whether, in the case of the piano, to pass the note to the staff of the other hand.

See also “preparing for export in graphical mode”

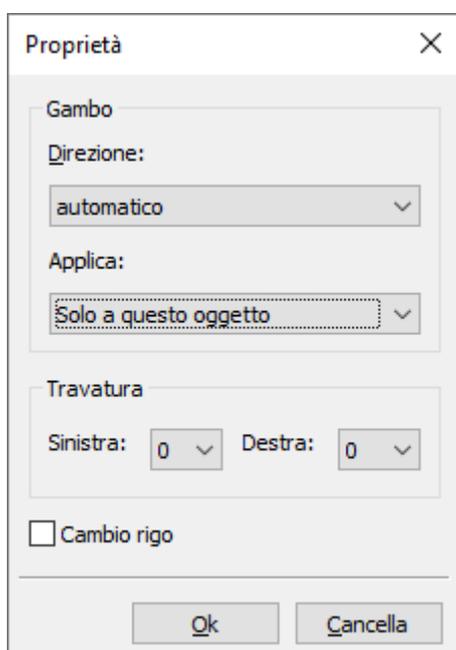


Figure 12: Properties window

6.1 Graphic representation

To view the music written in braille in graphic mode and spot any errors that are difficult to recognize in braille, you can select TOOLS\GRAPHICS or press F9. This opens a window that shows a graphic representation of the music written in braille. It is important to note that the viewer does not follow the aesthetic dictates of beautiful musical writing, but is intended to present the content in a clear and simple way. To close the window, press CTRL+F4

6.2 Sound reproduction via MIDI code

The program allows you to play the inserted music using the MIDI system at various levels.

6.2.1 Listen to sounds while writing

Every time you write a note, interval or rest the program plays the inserted element. To activate this option press F4 or select the menu item OPTIONS\PLAY NOTES

6.2.2 Listen to the sounds as you move the cursor between notes

If the play notes option is active, every time you move the cursor over a note, interval or rest you can hear the corresponding sound. In addition, by moving the cursor with ALT+RIGHT/LEFT ARROW you can move from one sound element to another. This means that if we have written a series of chords by pressing Alt+arrow the cursor moves not from one character to another but from one chord to another

6.2.3 Listen to a joke

By placing the cursor inside a bar, you can listen to its contents by pressing the B key. While if we want to listen to all the parts of that bar, we have to press Shift+B

For example, if we have a piece for piano and the cursor is in the right hand, by pressing the B key we will hear the notes of the right hand part only, if we press Shift+B we will hear all the notes of that bar.

6.2.4 Listen to the whole song

To listen to the entire piece, press CTRL+B or from the PLAY/SCORE menu. A window opens with various possible settings. To listen, press ENTER.

By moving with the TAB key inside the window you can instead explore the various options which are:

Measure: Start playing from the selected measure

Tempo: plays at the selected speed, expressed in beats per minute

Use metronome: Activating this option will make the metronome sound.

Play repeats: activating it allows you to play the choruses

Tools: You can change the tools used,

In addition to the options described above, there are three buttons, "PLAY", "PAUSE" and "STOP".

6.2.5 Selection of midi instruments

To set the MIDI instruments, use the CTRL+I command or access it from the Play\MIDI Instruments menu.

A window opens showing all the parts used in the song. For each part, you can enable or disable the sound, with the space bar, and select one of the 129 possible instruments.

By default, all part boxes are checked. If for example for a piano score, you uncheck the left hand part, the program will block playback.

As for the instruments that can be associated with each part, the list is made up of 129 entries, the first 128 correspond to the sounds of ordinary MIDI

instruments, while the last one allows you to associate the part with drum sounds. This is particularly useful for scores with one or more percussion parts. The piano is associated by default with each part. You can choose other instruments to insert by scrolling through the list of available sounds with the up and down arrows. Using the PAGE UP and PAGE DOWN keys, you can scroll through the list in larger jumps. The START key takes you immediately to the beginning of the list, while the END key takes you to the end.

Alternatively, you can type the first letter of the name of the instrument you want to choose. Since two or more instruments may start with the same letter, you may have to press it repeatedly to reach the desired entry. The standard English names are given for the 128 MIDI instruments.

Once the desired instruments have been selected for the musical parts, press the ENTER key. The MIDI information is saved with the file.

6.2.6 MIDI Setup

The audio of a song created with the BM2025 is played back using the Windows preset MIDI configuration. To play the songs on other MIDI hardware devices, such as an external musical keyboard connected via MIDI, or on a virtual MIDI port (for example, to control a VSTi), you will need to use a Windows or third-party MIDI mapper. Among the options we have successfully tested, we highlight the 'Midimapper configuration' software from Coolsoft

6.3 Navigation within the score

You can move from one bar to another or from one part to another quickly using menu commands or keyboard shortcuts.

To access the corresponding items from the menu, select the SEARCH\GO TO menu. A submenu opens with the following items:

Next measure or “0” key The cursor goes to the next measure of the same part.

Previous measure or “9” key The cursor goes to the previous measure of the same part

Next part: or the “8” key the cursor goes to the same beat of the next part

Previous part or the “7” key the cursor goes to the same beat as the previous part

Measure or the “6” key A window opens where you can specify the measure and the part to reach.

For all the commands listed, if the desired measure or part actually exists, the cursor positions itself on the first musical element of the measure, therefore on a note, a rest or a repeat sign.

You can move from one bar to another or from one part to another quickly by using menu commands or keyboard shortcuts. To access the corresponding items from the menu, select the SEARCH\GO TO menu. A submenu opens with the following items:

'Next measure' or the 'F10' key: the cursor goes to the next measure of the same part.

'Previous measure' or 'F9': the cursor goes to the previous measure of the same part.

'Next Part' or 'F8': The cursor goes to the same measure of the next part.

'Previous part' or ' F7': the cursor goes to the same measure as the previous part.

'Measure' or 'F6': opens a window where you can specify the measure and the part to reach.

For all the listed commands the cursor positions itself on the first musical element of the measure, therefore on a note, a rest or a repeat sign.

6.4 Near

To access the Search command, select 'Search\Find' from the menu or press CTRL+F. A window will open to type Braille text. Pressing 'ENTER' starts the search. To continue searching for the same item, you can use 'Search\Find Next' from the menu or press F3. To search backwards, select 'Search\Find Previous' from the menu or press Shift+F3.

6.5 Errors

When typing Braille music text, some characters may not be recognized by the system and will be listed in the 'Error List'. To open this window, select Search/Errors or press CTRL+E.

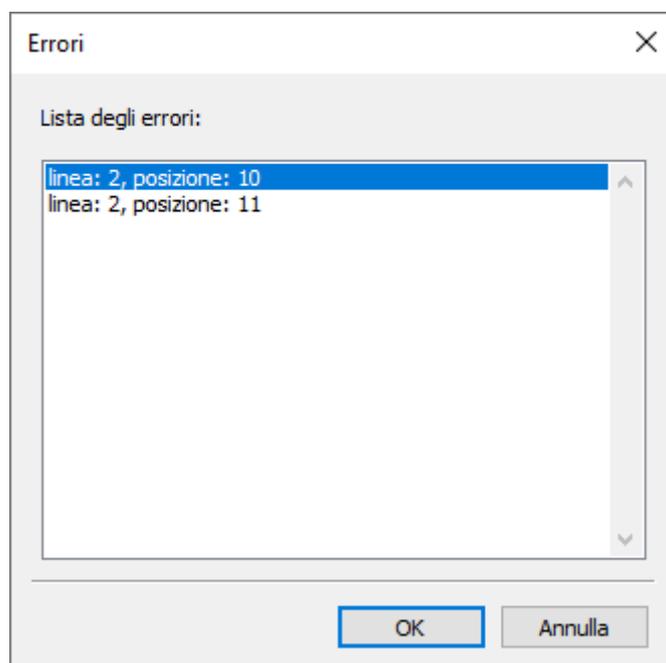
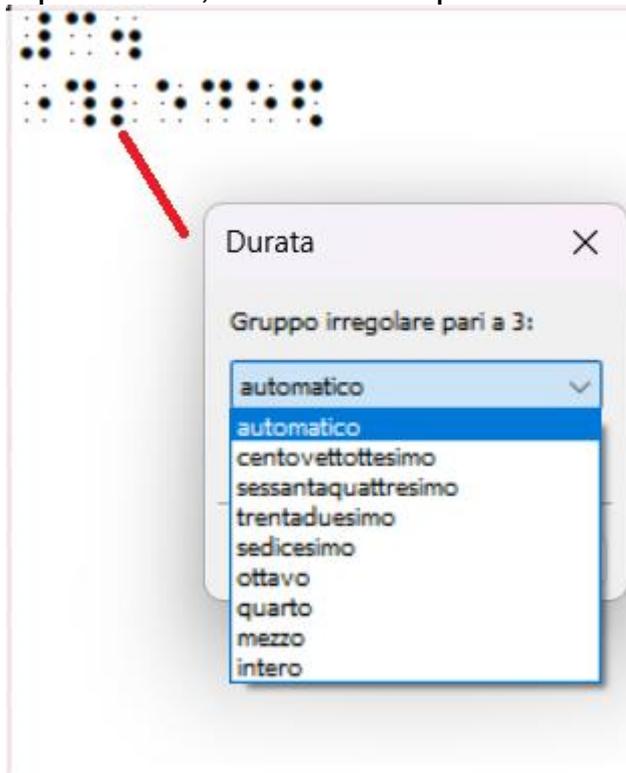


Figure 13: Errors Window

Selecting an item in the list and pressing "ENTER" places the cursor at the corresponding point. Unrecognized items are ignored in both MIDI playback and MusicXML export.

Another category of errors that can emerge during writing are related to the calculation of the time of a bar. The system, for some measures, may not be able to correctly determine the figures of the notes or rests. In this case you can intervene by inserting the value prefix. The combinations 45,126,2 indicate large values and 6,126,2 for small values.

To manually manage tuplets, press the "X" key when the cursor is positioned on the tuplet sign. This opens a window where you can set the value of the tuplet notes, even if the tuplet is nested within another tuplet.



7 Selection of parts

7.1 Select parts

To insert parts, access the "SELECT PARTS" item from the "INSERT" menu or press "CTRL+P". A dialog box opens showing the main families or categories of instruments available and, at a more detailed level, the individual instruments of the chosen family. To move from the upper to the lower level, use the right arrow, while to go up a level, use the left arrow. To move within a level, use the up and down arrows.

Once you reach the desired part, press SPACE or INS to add it to a list in the right pane.

To access the list of selected parts, press TAB. You can scroll the list with the arrows. The parts in the list are in the order in which they were inserted. The order can be changed with CTRL+ARROW. For example, if we inserted the violin first and then the flute and we want to reverse them, we position ourselves on the violin and press CTRL+DOWN ARROW.

To delete a part, press DEL or SPACE. Keep in mind that you can delete a part only if it has not yet been used in the song. To delete a part that is already in use, you must first delete all of its content from the main window.

The name of a part in the list of selected parts can be changed by pressing P on the part you want to change. This opens an editing window.

Please note that changes made to parts in this window only apply to parts in the current song. To permanently change a part, you must work through the library. Some changes are not possible after the part has already been used in the song, such as the family to which the part belongs.

7.2 Parts Library

The parts library allows you to have a customized set of parts that can be added from an empty file.

It is important to note that the changes made to the archive are permanent, meaning that once you close and reopen the program, they are maintained. The changes made in the “Parts Selection” window are applied only to the active document. Once the document is closed, they are not available for a new score. It is therefore advisable to create a complete collection and use the editing features in the Parts Selection only for occasional changes.

To access the parts collection, select the PARTS LIBRARY item from the EDIT menu. A dialog box opens in which a tree representation shows the main families or categories of instruments and, at a more detailed level, the individual instruments of the chosen family. To move from the upper level to the lower one, use the right arrow, while to go up a level, use the left arrow. To move within a level, use the up and down arrows.

In this window you can add, delete or modify a part. To save the changes press “ENTER” or the OK button

7.2.1 Creating a new part

To create a new part select PARTS LIBRARY, press the NEW PART button. A window opens where you can set the following options:

- Library: From here you select a collection or family to which the part belongs.
- Language: You can assign a language. This option is used in black and white graphics export to handle special characters in some languages. You can also leave it as automatic.
- Braille Name: This is the Braille name that appears each time you insert the part into the document. In this box you write in Braille typing mode.
- Name: This is the name used for black export and verbalization. In this box you write in alphanumeric mode.
- Braille Abbreviated Name: This is the name abbreviated in Braille. In this box you write in Braille typing mode.

- Short Name: This is the short name used in black. In this box you write in alphanumeric mode.
- Transposition: It is possible to transpose the sound. The value indicates the number of semitones used for the transposition. By specifying the appropriate value, you will be able to hear the score in the real key, while the wind instrument parts are written with the transposition applied for reading.
- Ascending intervals: if enabled indicates that intervals will be interpreted from bottom to top during listening
- Assign key to: This is the key used for conversion to black if no key is written at the beginning of the song.

By pressing “ENTER” the new part is added to the selected family.

7.2.2 Editing an existing part

To modify an existing part, you need to enter the parts library, select the desired part and press the SPACE key (or the Edit button). An editing window opens. For details of the window see the previous chapter *Creating a new part* .

7.2.3 Deleting a part in the library

You can delete an existing part by positioning yourself on the desired part and pressing DEL (or the Remove button).

7.3 Chord Library:

The Chord Library allows you to create and have a custom set of chords. To access the Chord *Library*, select CHORD LIBRARY from the EDIT menu, OR CTRL+SHIFT+C. A dialog box opens showing a list of available chords. Here you can add, delete or modify a chord. To save your changes, press “ENTER” or the OK button.

7.3.1 Creating a new agreement

To create a new chord, always from the “Chord Library” menu, select the NEW button. A window opens where you can set the following parameters:

Name: This is the name given to the chord, for example C major.

Note: Here you enter the notes that make up the chord, separated by commas. You start from the note C according to Anglo-Saxon notation (so C, D...etc). For example, to indicate a major chord you write C,E,G. The alterations are indicated with the characters sharp and flat, after the note. So to write a minor chord you would write C, Eb, G.

Braille: Here you write the Braille representation of the C chord. For example, you could write the points 456,13456 where the octave sign before the note indicates the type of chord.

Or simply the 14 points for Anglo-Saxon notation.

Text: is the text corresponding to the C chord displayed in black. For example, for the C major chord we can simply write C, or C, or CM or C+ etc..

To save and exit the window press “ENTER”

When we insert a chord into the score, the program automatically generates the correct chords for roots other than C.

7.3.2 Modifying an existing agreement

To modify an existing chord from the chord list, you need to position yourself on the desired chord and use the SPACE command; an editing window opens. For more details on this, see the previous chapter *Creating a new chord* .

7.3.3 Cancelling an existing agreement

You can delete an existing chord by positioning yourself on the desired chord and pressing the DELETE button.

7.4 Extraction of parts:

To extract one or more parts, follow these steps: Select EXTRACTION PARTS from the TOOLS menu. A window will open with a list of all the parts in the song, each with a checkbox to check. Select the parts you want to extract and press ENTER. A new document will be created containing the selected parts.

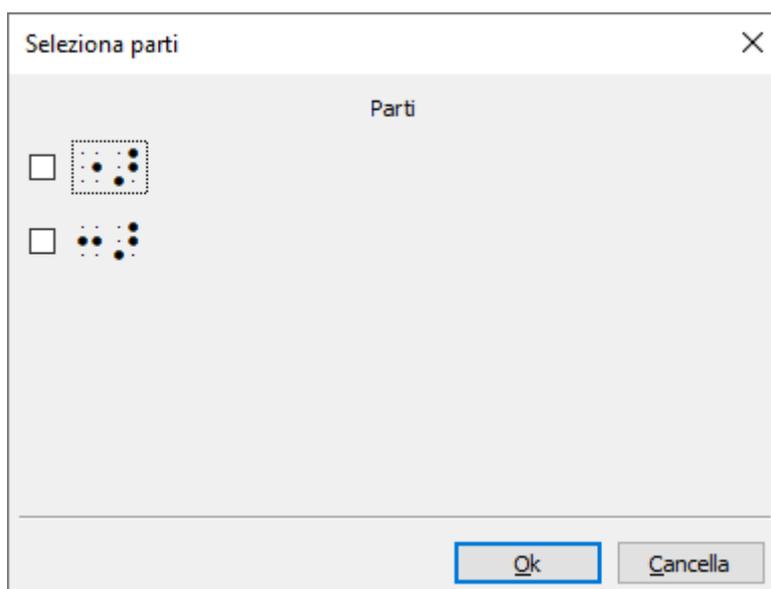


Figure 14: Select Parts window

8 Layout

You can automatically change the layout of your score by choosing between three modes from the TOOLS menu:

1. Joke after joke,
2. Section by section,
3. Single part.

Once you have selected the desired layout mode, a window opens in which you can set the various options.

For each mode, the available options are listed below:

Measure on measure: active only for scores with multiple parts.

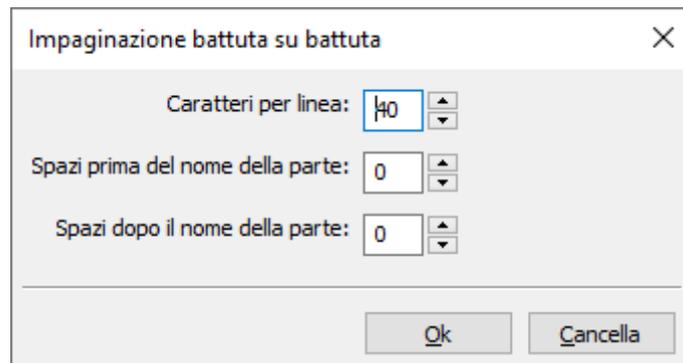


Figure 15: Bar-by-bar layout window

- Characters per line
- Spaces before the part name
- Spaces after part name

Section by section: active only for scores with multiple parts.

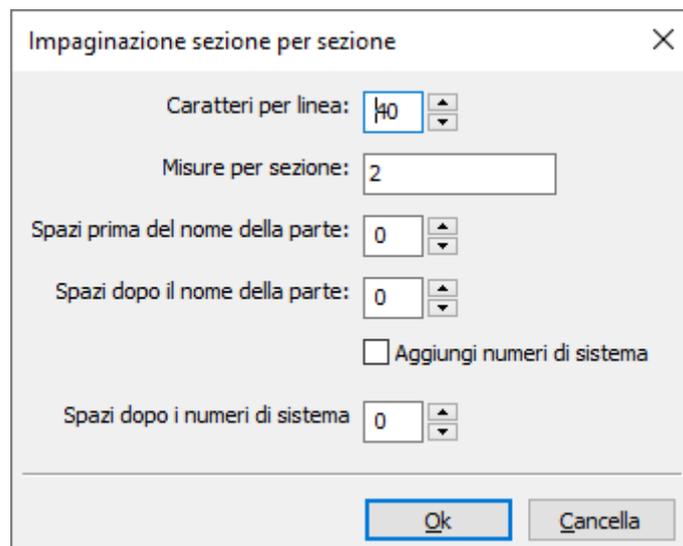


Figure 16: Section Layout window and section layout window

- Characters per line
- Measures per section
- Spaces before the part name
- Spaces after part name
- Add system numbers
- Spaces after the system number

Single part:

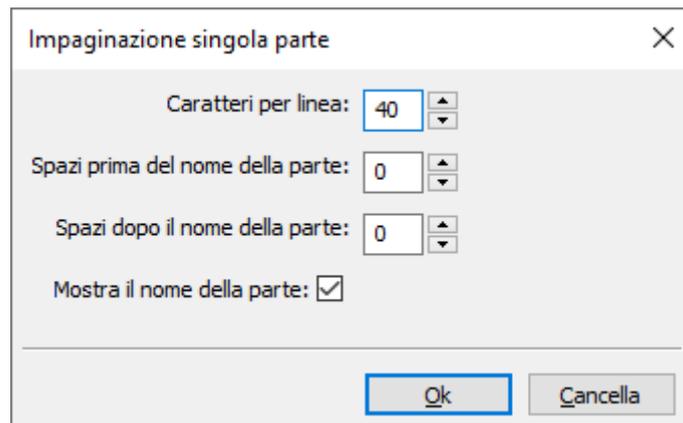


Figure 17: Single Part Layout Window

- Characters per line
- Spaces before the part name
- Spaces after part name
- Show part name

Pressing the OK button generates a new layout.

The 'bar-to-bar' layout is common in Anglo-Saxon countries, where it is preferred to align the bars vertically. The program automatically inserts spaces to keep the musical elements aligned vertically. To familiarize yourself with this mode, it is advisable to open a multi-part piece and layout it according to this setting, carrying out tests to better understand the system.

9 Press

You can print the active document using a braille printer.

The document is printed as displayed on the screen, so you may need to reformat the document before proceeding. See pagination.

Before printing, you can set some parameters, such as whether or not to include new page commands and select the conversion table. For this, see PAGE SETTINGS.

To proceed with printing, select PRINT from the FILE menu. The printer selection window appears. Press "ENTER" to proceed with printing.

Printing the Braille document is done by converting the Braille text into ASCII characters using a translation table. It is essential to use the appropriate table to ensure that the printed characters match those displayed on the screen.

For this, it is necessary to know the table used by the printer to correctly configure the translation table. Also, for older printers without Windows drivers, it is essential to install the GENERIC TEXT ONLY driver and use it for printing

10 Export

10.1 Export to MusicXML

The function allows you to export the braille score in the MusicXML interchange format which is used by over many music programs.

To export, select "FILE\EXPORT\MUSICXML". A window opens where you can specify some general parameters. You can also press "ENTER" to proceed with the automatic settings.

The possible options and various parameters derived from Braille or set by the user are activated in the MusicXML file. Not all import programs read all options and treat them in the same way. It is possible, for example, that the positioning of an ornament varies from program to program or between different versions of the same program.

The window presents a list of editing areas that can be scrolled with the up and down arrows. From an editing area, pressing TAB moves to the options related to that area. Pressing TAB again moves between the various options until returning to the list of areas. The areas with their parameters are:

- Version. MusicXML format version: you can choose between the following versions: 2.0; 3.0; 3.1, 3.1 compressed, 4.0
- Arrangement. If the AUTOMATIC check box is not selected, the following parameters can be assigned:
 - Beats per line: indicates the number of beats for each musical line
 - Lines per page: indicates the number of lines per page
 - System layout: with this option you can have even more control. In this box you must enter the number of bars for each line, separating the lines with a comma and the pages with a semicolon. For example, to have 3 bars on the first line, 4 on the second, in a new page 5 bars on the first line and 3 on the second you would write: 3,4;5,3
- Page: You can indicate the size of the page used and the orientation. Pressing TAB you will find the AUTOMATIC box. Leaving this box activated the page settings are automatically performed by the program that reads MusicXML. If you want a finer control, you must deactivate this box and use TAB to move to the following options:
 - Page Size: Indicates the page format
 - Orientation: You can orient the page vertically or horizontally.
- Fonts: You can indicate the font used for the lyric. As before, you can activate or deactivate the USE DEFAULT VALUE box. If we deactivate the box we can choose the font to use.

At the end, press "ENTER" to proceed with the classic window saving the file. The file is saved with an xml extension.

The MusicXML format was developed by Recordare LLC, for further information you can visit the site <http://www.recordare.com/xml.html>

10.2 Export to MIDI

The MIDI export function allows you to produce a file that can be played on various systems.

To export, select FILE\EXPORT\MIDI. There are no options for saving. However, remember that the musical instruments saved, as well as the metronome, will be those set in the MIDI playback window. The classic file saving window opens. The file is saved with the mid extension.

10.3 Export to text

The export to text function allows you to save the score for printing or reworking with other programs.

To start the export, select FILE\EXPORT\TEXT. A page settings window opens, where you can decide whether to insert page breaks, specify the number of lines per page and choose a conversion table. After configuring the desired options, press 'ENTER' to save the file in txt format.

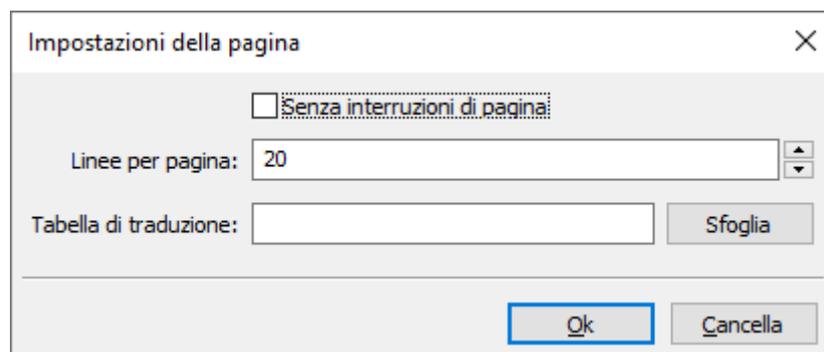


Figure 18: Page Settings window

The conversion table, which has the extension “tbl” can be one of those provided with the program or you can create a new one. To do this you can use a text editor following some simple rules.

After a header line such as:

```
[ BM2025 Printer Translation Table / Dots=Ascii]
```

correspondences are written in the form:

Braille dots = ASCII code for all 63 Braille characters.

For example, to convert the Braille sign represented by dot 1 to the ASCII character 97, you would write a line like:

```
1=97
```

Lines starting with a semicolon are comments and are not interpreted by the system.

The tables provided with the program have the extension “tbl”. To understand their structure we recommend going to the program folder and viewing the contents of a file, for example “index.tbl” with any text editor.

10.4 preparing for export to MusicXML

Before exporting a score in XML format, you can set some properties, typical of graphic representation, such as the direction of stems or beams. This is done to obtain a more accurate control of the final result of the score. However, you can also export the score without using these options, delegating the subsequent detailed review to the automatic functions of the music program.

To activate the “black” options, press the R key when the selected elements are present. The default value, AUTOMATIC, indicates that the management of the option is delegated to the program that imports the MusicXML file. For example, if you set the value of the STEM DIRECTION option to AUTOMATIC for a note, the music editor will take care of establishing the stem direction, according to its own criteria.

Numerical values, when they are related to lengths or positions, are expressed in distance between the lines of a staff: therefore the value 1 corresponds to the distance between two lines, while the distance between the first line of the staff and the last is 4.

You can check the properties assigned to a note or other element by pressing the R key.

Below is a list of items to which options can be applied and the associated options:

- Note
 - stem direction: up or down
 - apply: applies the previous options to the current note, until the end of the bar, until the end of the song, until the next change
- beam: indicates the number of beam lines to the right and left. This option can for example be used to break up a group of notes.
- staff change: allows you to write the note in black on the opposite staff, for example in the case of a left-hand note to be written in the right hand.
- binding
 - position: above/below notes
 - style: line style, solid or dashed
- articulation, ornamentation, fingering, dynamics, text
 - position: above/below the note
 - end position: numerical value expressed as distance between lines. The
 - value is absolute, so if the position is above the note the numeric value expresses how much you move above the note.
- break
 - end position: numerical value expressed as distance between lines. The value zero corresponds to the central line of the staff.
- staff change: allows you to write the note in black on the opposite staff, for example in the case of a left-hand note to be written in the right hand.
- lyric

- position: above/below the note
- end position: numerical value expressed as distance between lines. The
- value is absolute, so if the position is above the note the value
- numeric expresses how much you move above the note.
- font: if the default font box is not active you can choose a font for this lyric text.
- sign, tail, crown
 - end position: numerical value expressed as the distance between the lines that
 - expresses the distance from the top line of the staff.

10.5 Voice Options

You can configure the verbalization modes on three different levels. To access these settings, select 'OPTIONS \VOICE'.

- Level 1: Only the name of the musical element is read
- Level 2: there is more detail, and it is read, for example, "C fourth", "fourth octave"
- Braille: The Braille dots of the character on which the cursor is positioned are read.
- Mute: the voice is not active

You can also activate the item options by pressing F5: each press of the key activates the option following the currently activated one.

As you write in Braille, the system constantly reads the Braille dots you enter.

10.6 Export to Focus

If you use a fifth-generation Focus, after composing the score, you can export it to TXT format. This allows you to consult it without using a computer.

To do this, we will simply have to use the EXPORT\TEXT function choosing TXT as the type of transcoding table Focus.tbl

Once the TXT file has been generated, we will have to carry out the following operations to be able to copy it into the Focus:

If the display is on, turn it off

Copy the TXT file (Control + C)

Turn on the Focus by simply inserting the cable, while holding down the left scroll button: in this way, the bar will turn on in External Disk mode and it will be possible to copy files to the SD card inserted inside it.

Now, if we open FILE EXPLORER, we will find a USB drive, which will correspond to our Focus. We will have to open it, and go to the following path: Fsi, Focus5, Scratchpad, Notes.

At this point, we paste our file into the newly opened folder with Control + V.

Next, we press the Menu button twice, and then with the front bars we go up until we reach Notepad. We open Notepad with Point 8.

We go to the menu, always with the appropriate button, then we choose FILE\OPEN.

Now, we just need to choose our file and press Enter (Step 8).

11 The BM2025 menus

11.1 File Menu

- New Ctrl+N: Opens a new blank page
- Open CTRL+O: allows you to open an existing file in BMML format.
- Open Recent: The menu shows a series of recently opened or edited documents
- Save Ctrl +S : saves the current file
- Save As: Allows you to save by assigning a name and location
- Import: There are two submenus
 - PLY: Imports the PLY format which is the format of the BME version 1 program
 - MusicXML Imports a file in MusicXML format version 2.0; 3.0; 3.1, 3.1 compressed, 4.0
- Export: There are 3 submenus
 - MusicXML: Exports a file in the MusicXML format. The submenu opens a window to assign various export parameters by choosing the option from version 2.0; 3.0; 3.1, 3.1 compressed, or 4.0.
 - MIDI:
 - Text: The submenu opens a window with text file export options
- Print: The submenu opens the window with text conversion options and then the traditional print window.
- Page Setup: The submenu opens the page setup page and translation table assignment
- Exit Alt +F4

11.2 Edit Menu

- Undo Ctrl +Z: The last change can be reverted to the previous situation.
- Redo: Ctrl+Y redoes the last undone change .
- Cut Ctrl + X , cuts the selection
- Copy: Ctrl + C , copies the selection.
- Paste Ctrl + V , pastes the selection
- Parts Library: Opens a window for defining new parts
- Chord Library: Opens a window for defining new chords

11.3 Tools Menu

- Part Extractions: Opens a window from which you can select one or more parts to extract.

- Bar to Bar: Opens a settings window for vertical alignment between bars.
- Section by section: Opens a settings window for organizing the number of bars for each section.
- Single Part: Opens a beat settings window for the single part
- Graphics F9: Displays the score in a window in traditional music graphics mode
- Graphics in Browser: Opens a default browser window and displays the score in traditional music graphics mode.

11.4 Search Menu

- Find Ctrl+F: Opens a window where you can write one or more Braille characters in Braille mode
- Find next F3
- Find Previous Shift F3
- Go to:
 - Next measure . Or press the “0” key. The cursor goes to the next measure of the same part.
 - Previous measure. Or press the “9” key. The cursor goes to the previous measure of the same part.
 - Next part. Or press the “8” key. The cursor goes to the same measure of the next part.
 - Previous part. Or press the “7” key. The cursor goes to the same bar as the previous part.
 - Go to Measure number. Or press the “6” key. A window opens where you can specify the measure and the part to reach.
- Errors Ctrl + E: Displays a window with a list of any Braille music syntax errors found

11.5 Insert Menu

- Key alteration Y
- Time T
- Text U
- Agreement C
- Metronome M
- Part P
- Shortcut Part Shift+P
- Select Parts Ctrl+P
- Lyric W
- Property R
- Duration X
- MIDI Parameters I
- MIDI parameters complete song

11.6 Menu Play

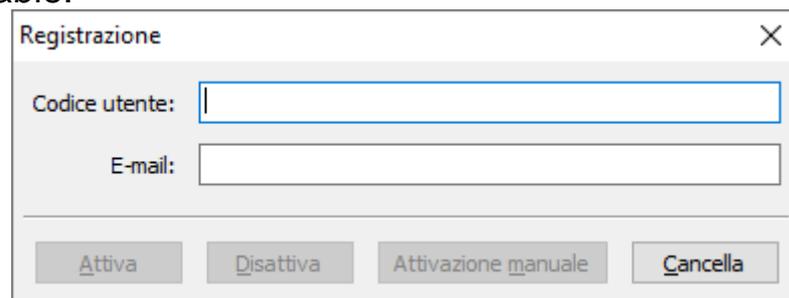
- Play score Ctrl +B
- Current part B beat
- Shift + B keystroke
- Select MIDI Instruments

11.7 Options

- Voice
 - Level 1
 - Level 2
 - Braille
 - Mute
- Play Note F4
- Keyboard
 - Line
 - Sequence
 - Alphanumeric
 - Correspondence Table

11.8 Help Menu

- Help F11
- Send the log file. The log file contains a history of any malfunctions recorded by the program that can be sent to the G. Paccini association for any analysis
- Save the log file.
- Enable Disable:



The image shows a dialog box titled "Registrazione" with a close button (X) in the top right corner. It contains two text input fields: "Codice utente:" and "E-mail:". Below the input fields, there are four buttons: "Attiva", "Disattiva", "Attivazione manuale", and "Cancella".

Figure 19: Recording Window

The BM2025 program, after the 30-day trial period, must be activated by entering the user code number and the email address that the user chose to associate during the purchase phase. If the program is uninstalled to be installed on another computer, or in the case of system recovery, the license must be deactivated to be reactivated on the new computer or after restoring the operating system.

- Info: Information page of the G. Paccini association