

REAL BOOK SOFTWARE

VERSION 5.01 - MAC

Operation Guide For

RealBook Volume 1,
RealBook Volume 2,
RealBook Volume 3,
Great Jazz Solos,
Charlie Parker Fakebook
Bill Evans Songs and Solos,
Modern Jazz Guitar Volume 1



Table Of Contents

01. Launch the Program
02. Menus, Shortcuts, Buttons, Plugins/Stand Alones
03. Printing/Navigation
04. Zoom
05. "Go To" Menu, Songlist View
06. Column Sort, Mark Songs, Chart View, User Links
07. Chart View
08. Chart View (cont.) / Laptop View
09. Laptop View
10. "Search Online" Menu and Web Links Page
11. "Search Online" Menu and Web Links Page (cont.)
12. Lyrics/Text
13. Chart/Lyrics Page, Lyrics/Text Indicators
14. Links Menu
15. Audio Menu
16. Audio Menu (cont.)
17. Audio Setup
18. Audio Setup (cont.)
19. Find Menu
20. Find Markers
21. Clear Markers, Tips for finding
22. The Randomizer
23. Sort Menu
24. Setup Menu
25. Setup Menu (cont.) / Erase Buttons
26. Other Software, Help Menu, Documentation, Support
27. Help Menu (cont.) Register, Gift Registration, Activate, Quit, Visit Website, About
28. Data Entry and Editing
29. Tooltips
30. Tooltips (cont.)
31. Tooltips (cont.) and Finally...
32. Appendix A - Keystroke Shortcuts By Key
33. Appendix B - Keystroke Shortcuts By Command
34. Appendix C – Commands Without Keystroke Shortcuts

See the Installation and Activation Guide for instructions on installing and activating the software.

If you are experiencing difficulties refer to the Troubleshooting section of that Guide.

Launch the program

Go to the Applications folder.

Locate and open the program's folder.



Double click the program's app file to launch.



To save time in the future, you may want to create an alias on the desktop.

To do this, select the program's app and use the Command (⌘)+L key

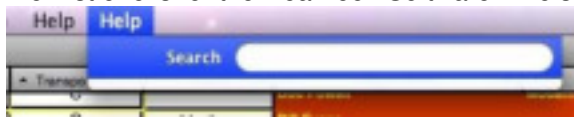
You can also go to the Finder menu and select “Make Alias” once the program’s app is selected.

An alias will be created in the program’s folder.
You can then drag the alias to the desktop for quicker launching in the future.

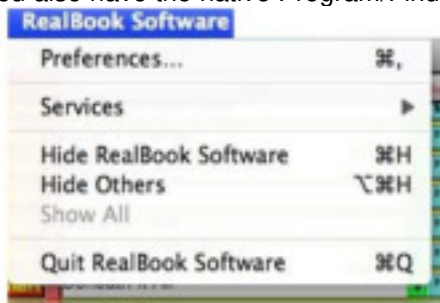
Menus, Key shortcuts, and Buttons

Most of the menu options belong to the program. There are however a couple of Mac menus here also. That is why there are two help menu options.

The first one is for the RealBook Software. The second one (far right) is the native Mac help menu.



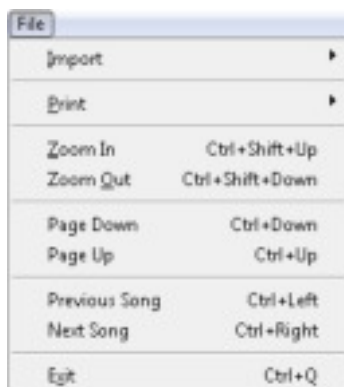
You also have the native Program/Finder menu at far left.



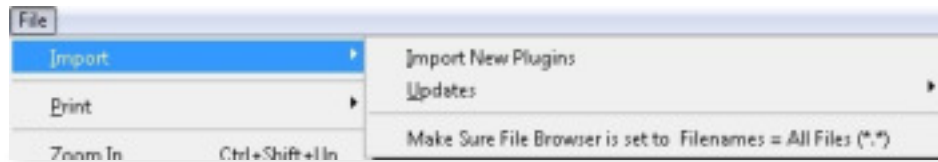
The first dedicated ‘Program’ menu is the File Menu.

You can do things in the program by using drop down menus, key shortcuts and buttons. (See Appendix)

The first dedicated ‘Program’ menu is the **File** Menu.



Stand Alone or Plugin Modules



Our software is released in two formats - Stand Alone and plugins.
The Stand Alone versions operate independently of one another.

That means there will be several distinct programs installed for people who want to keep their materials in separate collections.

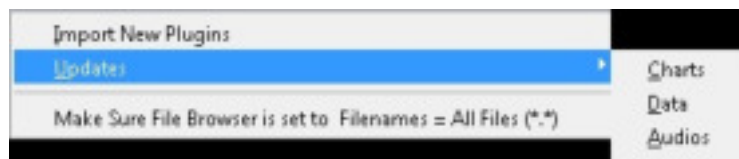
This is also good for managing the 'footprint' size of the database since each plugin will expand its size.

The **"Import New Plugins"** command is used to update the database with new songs/charts.

The basic requirement is that you are installing plugins into the RealBook Volume 1 software.

None of the other stand alone programs allow for plugins. Each plugin has a second step for importing the media files.

The plugins come with their own guide for Installation, so refer to those for specific instructions for the particular plugin you purchased.



The remaining submenu **"Updates"** is used for audio updates that we periodically provide.

These updates provide new or updated audios, charts, links and other data. Instructions are provided with the updates.

The note at bottom is a text reminder to set your "browser" window setting to display all files types when locating the plugins on your system. This is not actually a menu command.

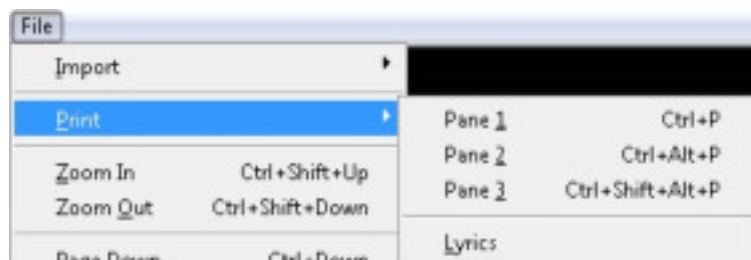
Printing

There are three "panes" allotted for each chart.

This means that three pages can be displayed per "song."

Most songs are just one page. (See **Chart view** section of the manual)

Use the appropriate "Pane" selection to print the actual page(s) you are wanting.



Sometimes there are more than 3 pages for a particular song

These are indicated on the songlist with “(continued)” in the song title.

There is no “batch print” function in the program.

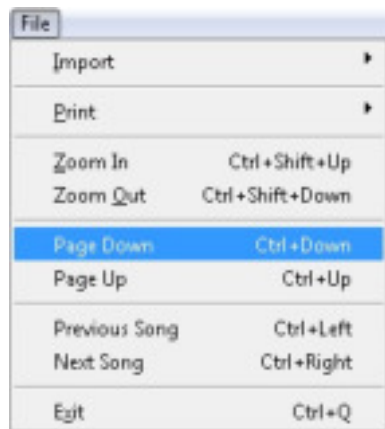
Each page of each chart must be selected separately for printing.

Printout size is a function of your printer settings / driver, not the RealBook Software.

You may need to shrink the size of the printed page in order to have everything make it onto the page.

You'll need to make this adjustment in the print settings / page setup window for your specific printer.

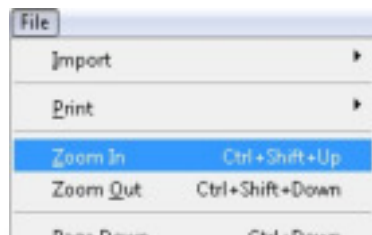
Navigation



The **File** Menu also contains navigation commands that will allow you to move up and down on a page or move forward or backwards by a single “record”.

Zoom

You can enlarge and reduce the size of the display on the screen.



The key shortcuts are especially suited for this.



You can also change the display by clicking the zoom buttons in the lower left hand corner of the screen.

Clicking on the Size indicator at far left will toggle between two zoom levels.

You can also type in the zoom level.

Zoom % options - 25, 50, 75,100,150, 200, 300, 400.



Next to the Zoom controls are indicators telling you if you are in Browse or Find Mode.

Browse mode is where you will be 99.9% of the time.

The "Find" mode appears when you are doing a search using the commands available from the Find Menu.

The **Laptop View** screen is automatically enlarged to 150% in order to fill and center the screen for the best viewing. See also "**Laptop View**" in the manual.

150% may be too larger for your screen.

You can change the Default zoom level for the **Laptop View** on the **Setup page**.

Scroll down to the bottom half of the page and you'll see this.

Default Laptop Zoom:
150

Click on the number displayed and you'll have three zoom levels available in a drop down menu.
75%,100%,150%

Choose the zoom level that best suits your screen size.

Test this by using the **Laptop View** menu command in the **Go To Menu**.

The Go To Menu

This menu command allows you to navigate through the main pages of the program.

Go To	
Songlist	Ctrl+1
Chart	Ctrl+2
Lyrics/Text	Ctrl+3
Chart/Lyrics	Ctrl+4
Web Links Page	Ctrl+5
Search Online	▶
Laptop View	▶

1. The “Songlist” command

This allows you to view and scroll through a list of all the songs contained in the collection.

Mark	View / Link	Title	Audio	Composer	Style	Key
	Chart	12-4 2-4/Duplicities	▶	Stock, Jack	Modern Jazz	Am
	Chart	S02 Blues	▶	Shorter, Wayne	Modern Jazz	Multi
	Chart	African Flower	▶	Ellington, Duke	Latin	Ebm
	Chart	Afro Blue	▶	Santamania, Mongo	Jazz Waltz	Fm
	Chart	Afternoon In Paris	▶	Lewis, John	Swing	C
	Chart	Airegin	▶	Rollins, Sonny	Swing	Fm
	Chart	Alfie	▶	Bacharach, Burt and David, Hal	Jazz Ballad	C
	Chart	Alice In Wonderland	▶	Fain, Sammy and Hilliard, B.	Jazz Waltz	C
	Chart	All Blues	▶	Davis, Miles	Jazz Blues	G
	Chart	All In Love Is Fair	▶	Wonder, Stevie	Jazz Ballad	Dm
	Chart	All My Tomorrows	▶	Cahn, Sammy and Van Heusen,	Jazz Ballad	G
	Chart	All Of Me	▶	Simons, S. and Marks, G.	Swing	C
	Chart	All Of You	▶	Porter, Cole	Jazz Ballad	Eb
	Chart	All The Things You Are	▶	Hammerstein, Oscar II and Kern,	Swing	Ab
	Chart	Alone Together	▶	Dietz, Harvey and Schwartz,	Jazz Ballad	Dm
	Chart	And Now The Queen	▶	Riley, Carla	Jazz Ballad	F#m

This will be your main “control panel.”

It contains specific song information that you can use to sort and find by a variety of criteria.

- Song Title,
- Composer,
- Musical Style,
- Key Signature,
- Transposition (C, Bb, Eb, Bass Clef)
- Tempo,
- Recording Artist (Primary and Alternate)

There are also numerous buttons located on the page that will help you to operate the program without having to use the Drop Down menus at the top of the screen.

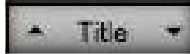
- Sort (up or down),
- Mark Song,
- Chart View,
- Create Links for User Audio,
- Play Audio examples,
- Show All Songs,
- Zoom (enlarge or reduce)

Here are the features you can activate from this **Songlist View** using buttons.

a. Sort the list by any of the column categories



Sort up or down alphabetically (or numbers for Tempo) by clicking on the sort arrows.



Each column header contains up and down buttons to use for sorting.
Mark, (none/checked)
Title
Composer
Style
Key
Transposition (C, Bb, Eb, Bass Clef)
Tempo
Primary Recording Audio Artist
Alternate Recording Audio Artist

b. Tag (mark) specific songs

To mark a song or multiple songs, simply click the box located at the far left of the screen next to the selected song. This will place a black circle into the box.



This is useful for creating a list of “favorites.”

Use this to reduce the number of songs that are displayed. (See **Find Markers Menu**)

Use Sort Button to sort marked songs. (See also- **Find Markers Menu**)

c. Chart View Button



Clicking this button will take you to the page containing the chart(s).

d. User Audio Linking Buttons



These buttons, located just to the left of the Chart button, will allow you to link to other files on your system. Even though the feature indicates linking to audio, you can use this to link to any file type. You might use this to link to MIDI files, Band In A Box Files, Text files (maybe your analysis notes), Spread sheets, anything you think is important.

Clicking on the button will open up a browser. Use this to navigate to whatever file you are wanting to link to.

To play or launch the linked file, you'll have to use the Audio menu commands.

If the linked file is moved or deleted, then the link is no longer active and would have to be re-linked.

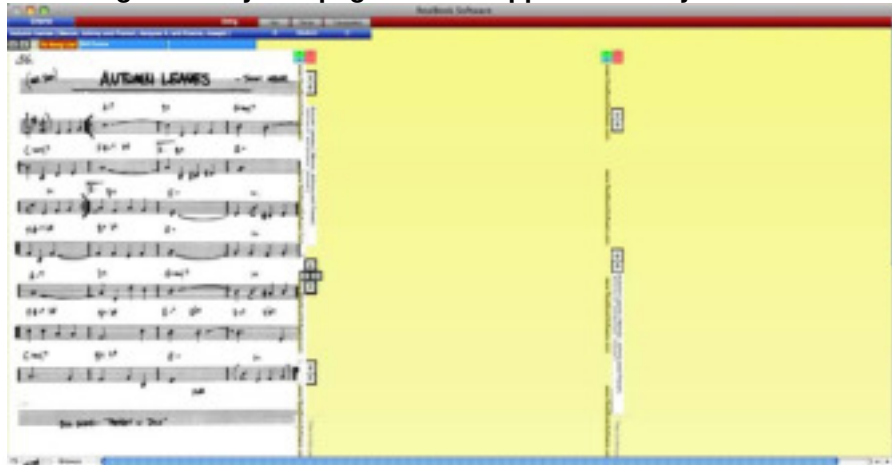
(Also See the Audio Menu section as well as the Setup Page section)

2. Chart View

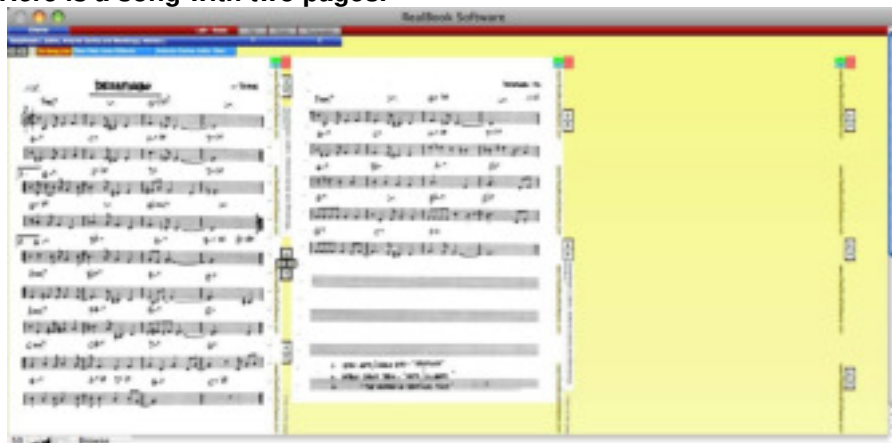
The next item on the **Go To** menu is the **Chart** command. This takes you to the **Chart view**.

There are 3 “panes” for each page in the chart view. This will allow you to display up to 3 pages per song.

Most songs are only one page and will appear this way.

A screenshot of the software interface showing the Chart View for the song "Autumn Leaves". The left pane displays the musical score with multiple staves of notation. The middle and right panes are currently empty, indicating that the song is only one page long.

Here is a song with two pages.

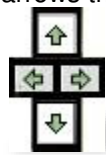
A screenshot of the software interface showing the Chart View for the song "Dear Old Man". The left pane displays the musical score. The middle pane shows the second page of the score, and the right pane is empty.

And finally, a three page song.

A screenshot of the software interface showing the Chart View for the song "Count of Monte Cristo". The left pane displays the musical score. The middle pane shows the second page of the score, and the right pane shows the third page of the score.

The **Chart View** also has buttons that duplicate the functions found on the songlist page.

You can use your computer's scroll bar to move up or down on the page, but there are also up and down arrows that do the same thing. (Usually the cursor is closer to the buttons than the edge of the screen.)



The Left Right Arrows will move you to the next or previous song.



Down the left side of each "pane" are links to the website.

Click on one of these links and a web browser opens to the site.

3. Laptop View Menu Command

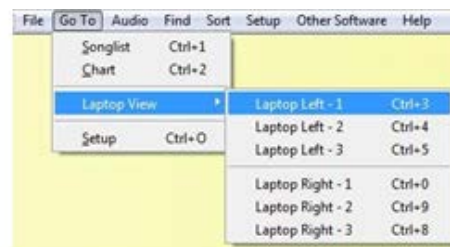
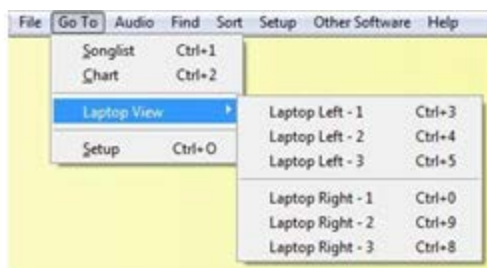
A very cool feature introduced in version 4.01.

This allows you to turn your laptop sideways to view the charts to be displayed at about the same size as an actual page (depending on your screen size of course).

This also makes it far easier to place your laptop on a music stand or on your piano.

That also means gigging with the RealBook Software programs just got easier.

You aren't limited to using this on a laptop. You can also do this with your desktop monitor as well if you care to a monitor on its side or even using a dual monitor setup.



There are two viewing options for using your laptop. You can choose either Left or Right depending on where the various connections are for your particular model.

To use the buttons on the page you'll need to turn your mouse or trackball 90° (clockwise or counter clockwise, depending on your left or right Laptop View choice), however the indicated keystroke shortcuts are recommended for moving between pages and/or songs.

Laptop View



Song related information is still displayed.

Title, Composer, Style, Key, Transposition, Tempo, Primary and Alternate Recording Artist.

Navigation

The green arrow keys at the top Left hand corner (with laptop on its side) will move to the next or previous songs.

The Left and Right arrows (with laptop on its side) will move you between the 3 panes for songs spanning multiple pages.



There is a “next page” thumbnail so that you can tell at a glance if there is another page. A small image of a chart appears if there is a next page. Otherwise the yellow background will show through.

Default Laptop Zoom:
150

You can set the default Laptop View Zoom Level on the **Setup Page** to obtain the best viewing size for your laptop. (see *Setup Page*).

Audio

The Light Blue Buttons with the audio artist name will launch the audio.

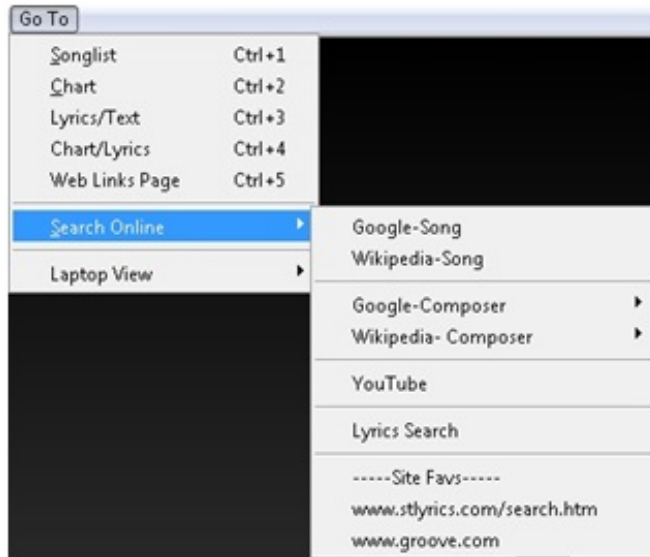
There is another option that is available from the “**Go To**” menu.

The **Setup** command will take you to the “**Setup Page**”.

There is also a dedicated **Setup Menu** command.

More on this in up ahead since this is a duplicate menu command.

“Search Online” Menu and Web Links Page

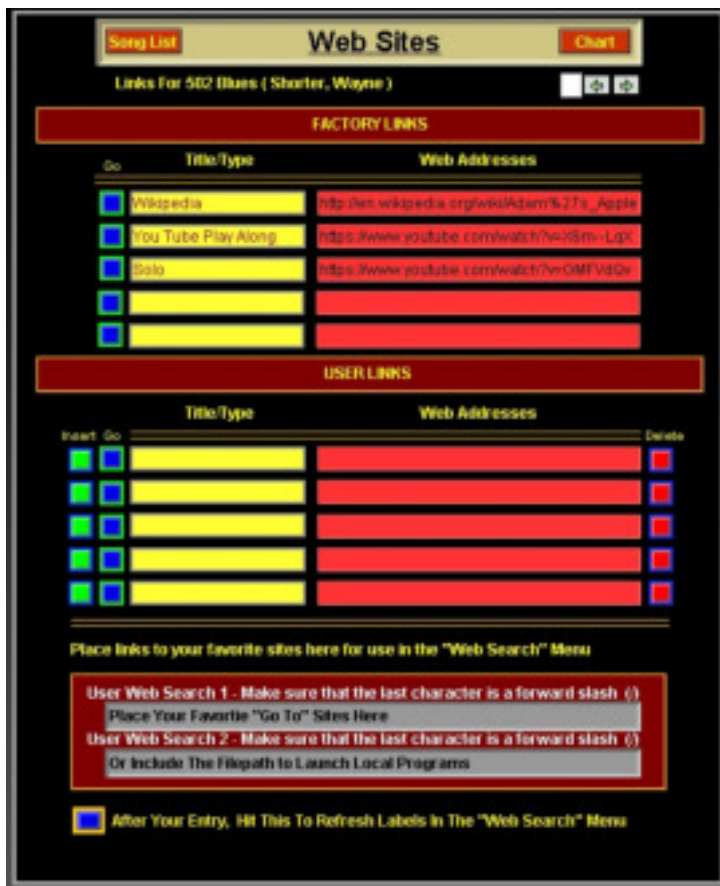


A new feature in version 5.01 is the ability to do a variety of online research about a song, artist, etc and then store your findings within each song.

Selecting one of these commands will launch Google, Wikipedia or You Tube, create your search term for you and take you straight to the Search Results page.
(also see the **“Lyrics/Text”** page section)

Highlight and copy the link of the page you wish to capture.

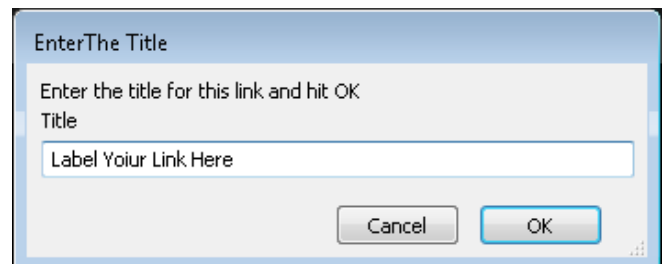
The **Web Links** page will then display for you to insert and label your findings.



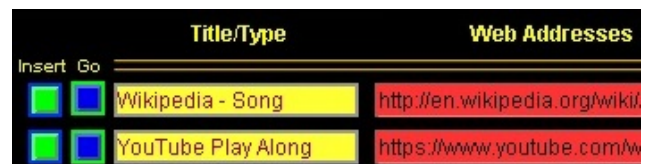
Once you are on the page, simply click on the Green “Insert” button.



A box will come where you will label the link.
(This label will show up in the **“Links”** menu.)

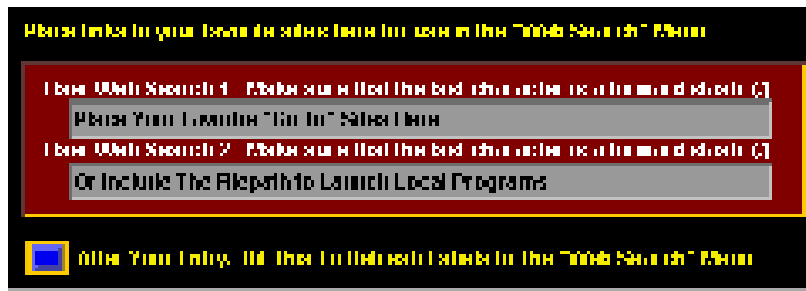


Your Title and Link will be ready to launch.
Use the Blue Go Button or the **“Links”** Menu



To remove a link and label use the red Delete button to the right of the link.

You can also load in two of your favorite “Go To” sites that you like to use for researching. (Local filepaths to programs can also be loaded here if you prefer)



After entering or changing one of these, it is a good idea to hit the refresh button so that they will immediately appear in the “**Search Online**” menu

Any links you place will appear in the **Links** menu.



The Top 5 are Factory Links and the Lower 5 are your User links.

On the **Songlist** page there are 2 link indicators.

#1 - If a factory link is present then the Song Title is Underlined and **Bolded**.
As new links are added, you'll be able to update your program with fresh factory links where the research has already been done for you!



#2 – The number at the end of the Song Title field tells you how many total links there are for this song. You can also click this to open the **Web Links** page.

Lyrics/Text

In Version 5 you are now able to find and enter Lyrics or other text notes for the songs.

Selecting the Lyrics command from the **Search Online** menu will launch Google and take you straight to the search results page for the song's lyrics (if available).

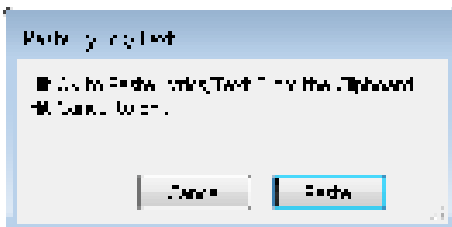
On the **Lyrics Page** there are two panes.

The one on the Left is the "User" area where you can paste text copied from the internet or other sources. The one on the right is "Factory" and cannot be edited. This will allow us to send you content updates without overwriting your own "User" entries.



Once you have copied the desired text, your computer stores it in temporary memory (known as the clipboard).

Click in the left "User" pane and a dialog box will appear asking if you want to Paste or Cancel. (This will keep you from accidentally overwriting your data at a future date).

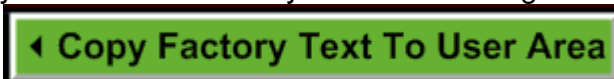


If you need to edit the text then click on the green "Edit Text" button and you will be able to make changes to the text. The Factory pane will disappear and the "File" menu options will change allowing you to Format, Copy, Paste and Undo also.



If you want the "Factory" lyrics to be displayed in the User pane, then click the green "Copy Factory Text to User Area" button.

This is useful if you haven't entered any text yet and we have sent you an update. By doing this, the text will appear on the Charts/Lyrics page also. Otherwise the only place you'll see the Factory text is in the Right Pane of the Lyrics page.



The Links Menu



This is a dynamic menu that will only appear if there are links present for a particular song.

This menu will change with each song.

If there are no links for a particular record in the database then this menu is not seen.

There are two kinds of links.

Factory links which come preloaded in the program or can be imported thru periodic updates. These cannot be edited, added to or deleted by the user.

User Links. These are links that you paste and label on the Web Links Page.

Clicking on any of these menu options will open your browser and take you straight to that web page.

Every chart has a possible 10 links (5 Factory and 5 User)

However you can expand the number of links by entering a different set of links for each transposition.

(ie: 10 charts in C, 10 in Bb, etc) That would allow for a potential number of 40 links per song.

The Audio Menu

There are two types of media files associated with the program.

“**Factory**” - We have provided the main media files and linked them for you.

“**User**” - You can also choose other files to link that can be launched from within the program.



Factory Audios can be launched using **buttons** on the **Songlist** page, **Chart View**, and **Laptop View** (There are indicators on the buttons to show when an audio file is present).

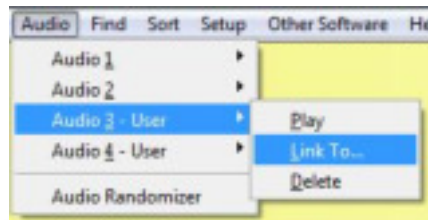
You can also play audios by using the **drop down menus** or the indicated **Keystroke shortcuts**.



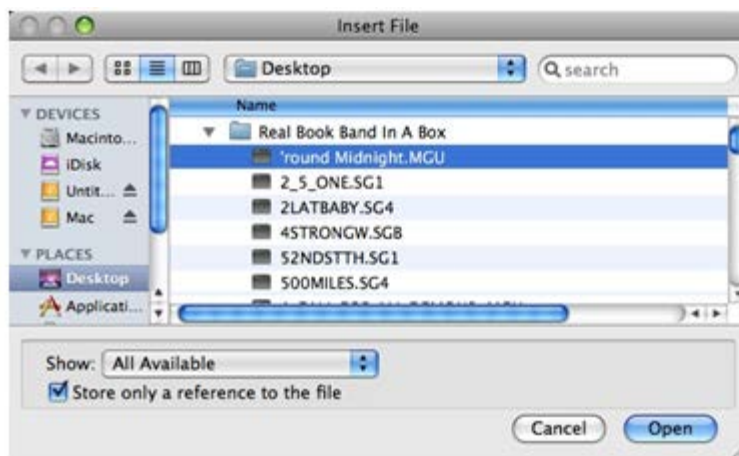
If you would like to link additional files you can use the User menu commands.

There are also buttons for doing this on the **Setup** Page. (see **Setup Menu**).

Select the **Audio 3** (or 4) User Command. Now select the option to **Link To** A File.



Browse to the file you wish to link to, select it and click the “open” button or double click the desired file.



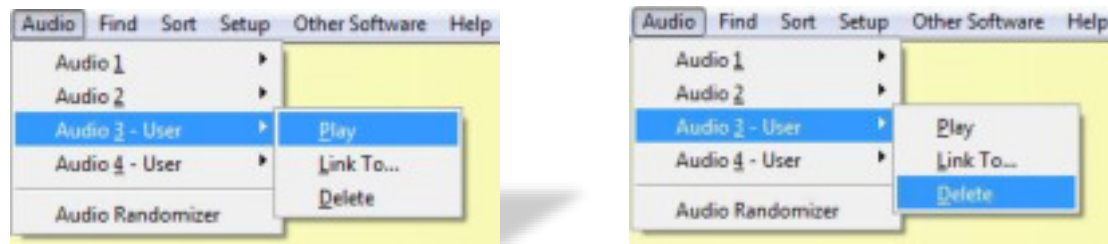
Be sure the “Store Only A Reference to the file” box is checked



Once you have linked a User File, a “link Present” indicator appears.

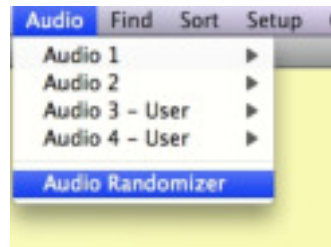
The **Setup** page also displays the file name as well as the indicator.
Hover the cursor over the “indicator” and “Tooltips” will tell you the file name.

Click Here To Launch file:Materials/Bonus Gift Files/Jazz Standards Midifiles/AllBlues.MID



Use the **Audio 3** (or 4)-**User>Play** command to launch the linked file.
Use the **Delete** command to remove the link to the file. (see also *Setup Page Menu*).

Audio Randomizer



This will randomly select songs from the “found set” of songs in the collection and play the corresponding recording.

When you execute this command it will open your default Media player and play the recording.
The corresponding chart is displayed in the program.

You can use it as a kind of “pop quiz” to test your recognition and familiarity with jazz repertoire and artists.
(To use the feature as a pop quiz, then you might want to set your Media Player to full screen mode so that the RealBook Software is hidden behind the Media Player so the answer isn’t immediately shown to you.)

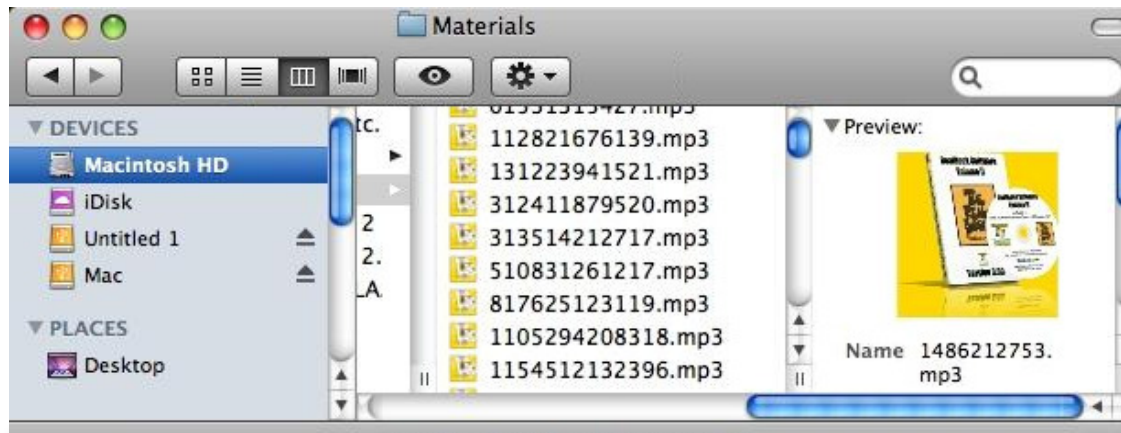
You can also use this feature to introduce you to new songs that you might not have selected on your own.

There is another “randomize” command available from the find menu. (also see the **“Find”** menu section)
This will display the chart, but it won’t activate the audio.



(The **Online Media** command is reserved for future use and will only appear when there is actual content that has been imported.
Otherwise, you will not see this menu command.)

Audio Setup



All media files are proprietary, specifically named, and intended for use within the program only.

Do not edit, alter, rename, or otherwise change any aspect of these files.

Any attempt to do so will not only cause the program to not function properly but also constitutes a breach of the license agreement. You don't want to do that. Bad things happen then.

There are instances where no recording is available for a particular song, in which case you'll see a data entry stating "**7th Heaven Music (Never Recorded)**" in the Audio Artist column.

In those instances we have created a representative file using Band In A Box.

When launching audio files within the program, your default media player will activate and play the file.

In your default media player (iTunes in most cases), if you "minimize the window it will shrink to the toolbar at the bottom of the screen.

This way you won't have to switch back and forth between your default Media Player and the RealBook Software windows.

You'll be able to operate the Media Player from the minimized window.

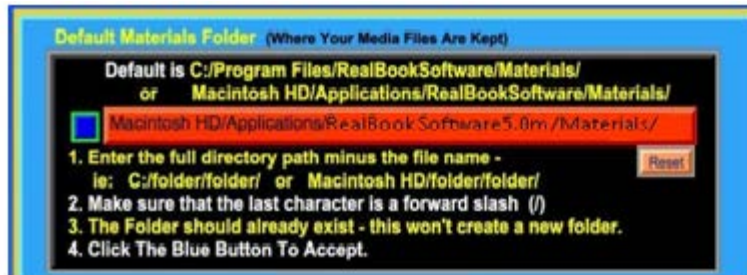
If you want to change the program that plays audio files on your system see the Installation and Activation Guide – Troubleshooting page.

This will give you the steps needed to re-assign file type associations. (which program plays which type of file)

The program automatically determines the default locations of the audio files; however, if you changed the location of the "Materials" folder then you'll need to change the path to the audio files.

1. Make sure that your Default file path is correct

- a. Go to the **Setup Menu>Setup Command>**
The default path is indicated there.



The factory setting is

Macintosh HD/Applications/RealBookSoftware5.01m/Materials

- b. If the indicated location doesn't match the actual location where your materials file is located, then you'll need to enter the correct file path to the "Materials" folder. Follow the instructions just underneath the default folder field.

Hitting the reset button will restore the filepath setting to the original installation default location in the Hard Drive/Application/Program folder.

The default installation folder, where everything has been placed is indicated in the Installation and Activation Guide for the product you are installing.

You may need to modify this if your Install Location does not exactly match.

Hitting the Blue Button will open the Materials Folder if everything has been entered correctly.

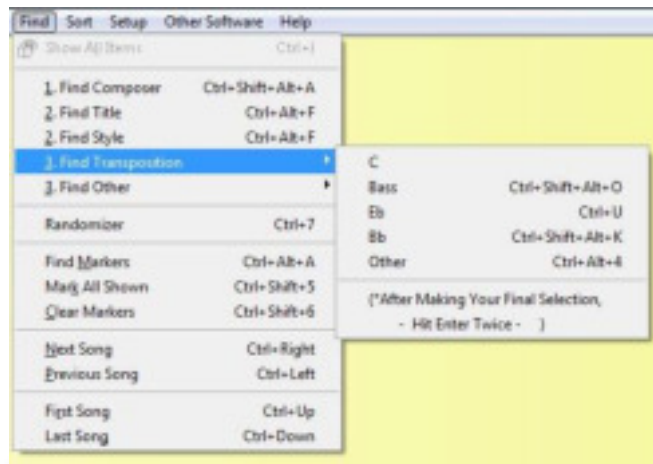
If Bonus files were included with the product, they will be located inside the Materials folder in a folder named Bonus Files.

No support is offered for files requiring 3rd party software (Band In A Box, MIDI files, Videos etc.).

The Find Menu

One of the cool features of the program is the ability to search and find by various criteria. You sure can't do that with a paper book.

You can search by Song Title, Composer, Style, Transposition, Key, and "Other" to initiate a search for miscellaneous items not otherwise covered such as Audio Artist or tempo.

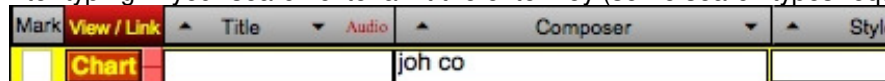


This will allow you to zero in on specific items such as a song title, or groups of items like song styles. You could then find every song that was a blues. Or maybe every Miles Davis composition, etc.

To make things even easier still, you can type in a portion of your search criteria.

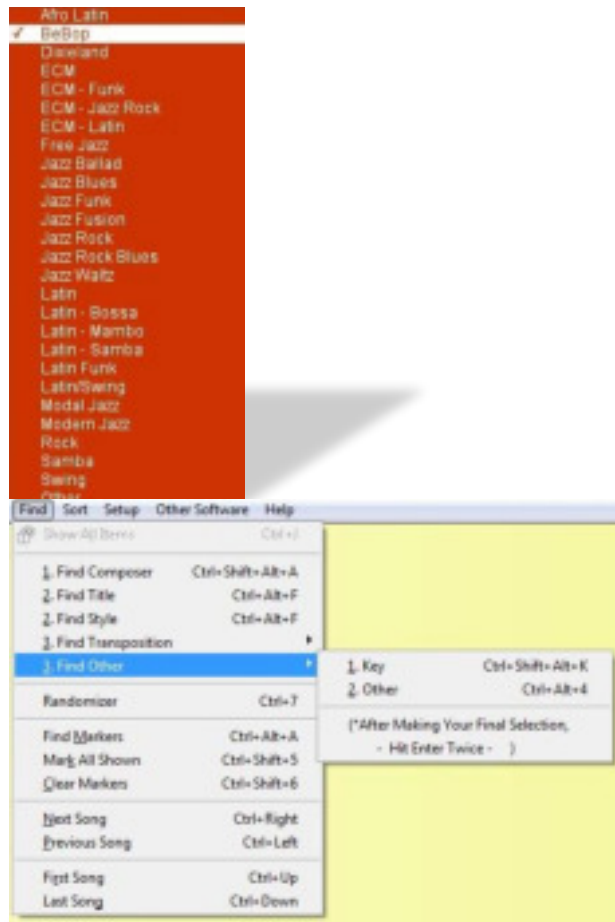
For instance, if you were looking for John Coltrane songs, you could use the "Find Composer" command then type in "Joh Co".

After typing in your search criteria hit the enter key (some search types require you to hit it twice).

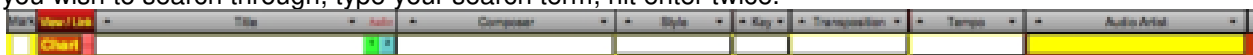


The program will display every song where John Coltrane was listed as a composer.

The "Find Style" Menu utilizes a drop down menu so you don't even need to type at all. Simply scroll down to your selection. Hit the enter key twice.



You can use the **“Find Other”** command to find items such as Audio Artists. Click your cursor in the field you wish to search through, type your search term, hit enter twice.



Use the **“Show All Items”** command to return to the original listing of songs. (If the command is Grayed Out then every song is already shown).

Find Markers Command

Using the Mark feature to tag certain songs, you can do a search for only the songs you have tagged (and exclude all others from being displayed). (See page 11 also for more on marking)



Use the **Clear Markers** command to remove all markers and return to the original songlist display.

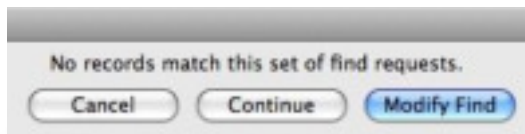


Here is a “Power User” tip. If you click in the marker field, it will automatically insert a filled in circle indicator. You will then need to hit the enter key (not return) for the marker to be placed. You can also click elsewhere on the screen to set the marker

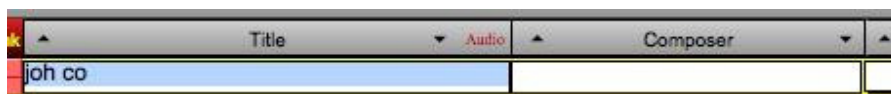
If you hit the backspace key while that box is still selected (the cursor will flash) , you can then type in another key to display a different symbol. When you sort, it will display the songs in order of the selected keystrokes.

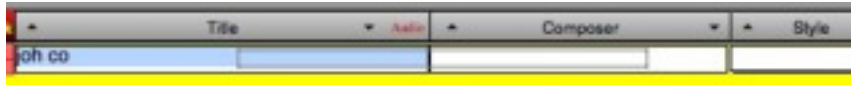
This is useful when used with the Find and Sort commands. You could use this to create a “set list” of sorts.

Finally, if you make an error in typing or if no info is found that matches your search you’ll see a popup...

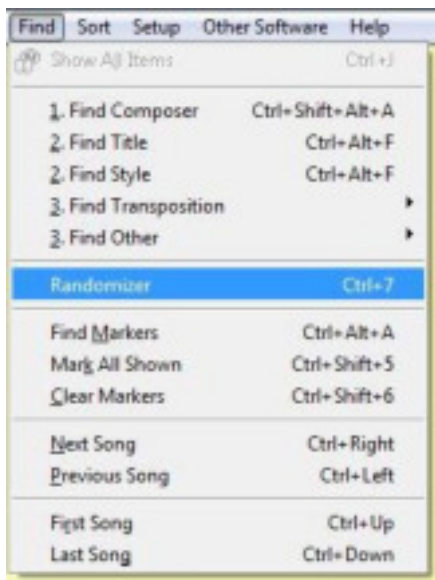


If you happened to enter a search into the wrong field you can simply drag your previous typing into the correct field.





The Randomizer



When you launch this command, the program will pick songs at random from the currently displayed songlist.

If have selected “Show All” then it select from all of the songs in the collection.

You might also decide to narrow down the list to a more selective category by first using the find command before using the Randomizer.

Here are some examples of some ideas to try.

Only songs in the swing genre.

Wayne Shorter compositions.

Only songs that you have previously marked.

Ballads.

All Bb transposed songs.

Only songs in the Key of F

You get the idea.

This is a great tool for forcing yourself to try songs you might not have otherwise taken the time to run through or even listen to.

If you have used the **Show All Songs** command then it will bring up songs from all transpositions.

That is handy for forcing yourself to play the song in unfamiliar ways.

The Randomizer is not available in **Laptop View**. You can however use keystroke shortcuts to Randomize and then switch quickly into **Laptop View**.

The last **Find Menu** commands help you to navigate through the charts sequentially via menu or keystroke shortcuts instead of arrow buttons.

You can also jump to the very **first song** or the very **last song** in the set of songs. Use the keystroke shortcuts to make these selections quickly.

The Sort Menu

The **Find command** is a very powerful function to be able to only display certain items. You can also use the **Sort commands** to sort the displayed data, even in “found” subsets.

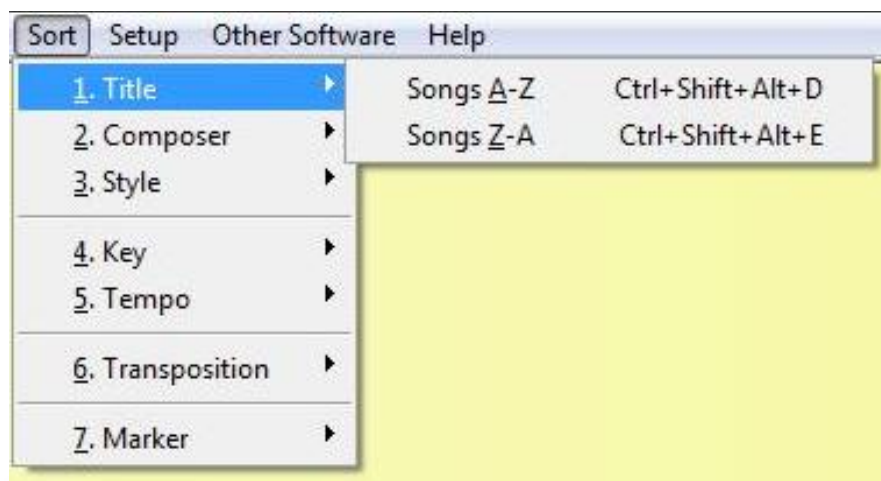
As previously mentioned, you can sort up or down by simply clicking the arrows at the top of each column. You can also use the **Sort menus** or keystroke shortcuts to sort the information.

Most of the “Find” criteria can also be used to sort.

You can sort by Song Title, Composer, Style, Key, Tempo, Transposition, or Markers.

To sort by Audio Artist, you should use the arrow buttons at the top of each column.

All sorts can be performed Low to High or High to Low.



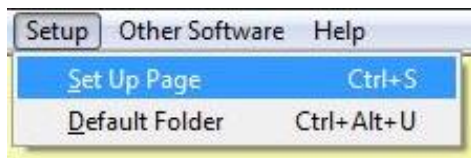
NOTE: If you are working with sort categories that have empty fields, then the low to high sorts will place the empty fields at the top. You'll then have to scroll down past the “empty field” zone in order to get to the fields with the sorted data in them.

If you click on the “Menu” column header you’ll get a dialog box that will perform the same function as the “sort arrows” on the other columns.

Click on your desired sort direction button.



The Setup Menu



The **Setup** menu command will open the **Setup** Page.



Here you'll be able to perform some functions that are only available from this page.

The first function is the Default Materials Folder setting.

Normally the program will automatically determine this location for you.



There may be circumstances where you want to move the materials folder to another location in order to save space on the drive where the program is installed.

If you move the “Materials” folder then you’ll need to tell the program where to find the files.

You’ll need to enter the EXACT file path to the folder’s new location and end your text string with a slash character.

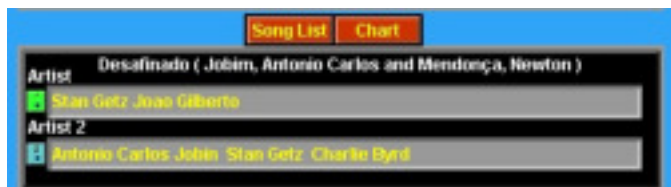
To be safe, enter every character as an exact match, including upper and lower case. Make sure there are no stray space characters, etc.

You can test your entry by clicking the blue button to the left of the file path you just entered or use the **Default Folder** menu command (or its keystroke shortcut).

If everything has been entered correctly then the Materials folder will open.

Clicking the reset button will return the Filepath setting to the location where the program is installed.

The next section shows the Song Title, Composer and Audio Artist Information from the **Songlist View**.



You can click the **Song List** or **Chart** buttons to be taken to those pages.

You can also launch the available “factory” audio with the buttons to the left of the “Artist” fields.

Next is the **User Audio** settings and indicators.



Use the **Link** button to select files.

Use the **Play** button to launch them.

Use the **Remove** buttons to clear the link.

The Linked file names appear in the white boxes.

The Erase Buttons



Typically you will have no use for these buttons. Their only use might come into play when importing plugins or updates and somehow ended up with duplicated content.

WARNING: DO NOT Click on these unless it is critical that you do so.

These commands DO NOT have any UNDO function.

There are three **Erase** commands.

Erase The Selected Chart – permanently removes the chart whose name is appearing in the title above.

Erase The Found Set – Used for removing groups of songs, either freshly imported (and thus the only ones displaying) or those that you have marked and “found” using the Find menu.

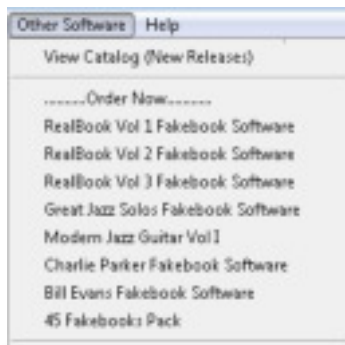
Erase All – Permanently clears the entire database.

Default Laptop Zoom:
150

The last command is a default setting for the **Zoom** level of the **Laptop View**.

The “Other Software” Menu

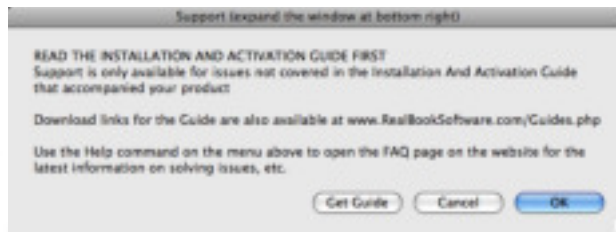
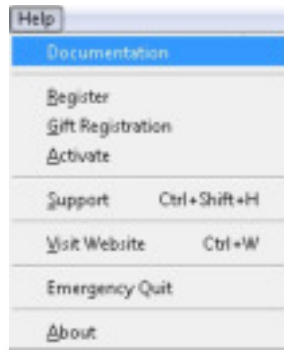
This is a quick way to see what other products are available.



View Catalog – This takes you to the Fakebooks And More page on the website where you can see the newest releases.

Order Now – Click on the product you wish to order and you’ll be taken to the online order pages.

The Help Menu Documentation



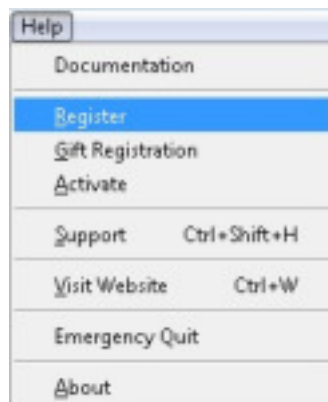
Most issues that might arise are covered in these manuals. They are on the DVD as well as in the program's directory after installation.. If you don't have the Manuals handy then this popup window "**Get Guide**" button will open up a web page where you can download the appropriate manual.

For additional helpful tips and insight see the **Tooltips** section up ahead.

The **Visit Website** command is a repeat of the Other Software Menu. This will take you straight to the www.RealBookSoftware.com/FakebooksAndMore.php web page where the latest product info is to be found.

The **About** command will display the product name and version along with registration info

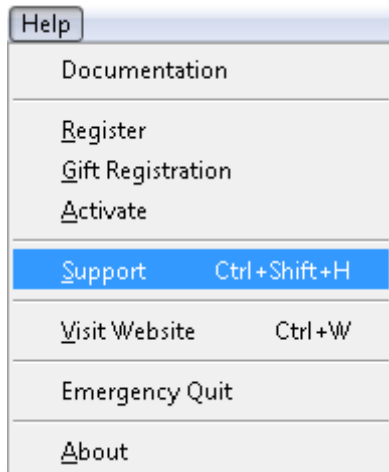
Register, Gift Registration and Activate Commands



If you selected "run" instead of registering at first then this command will re-launch the activation process without having to restart the program. The **Register** command brings up the page for you to fill out your full name and email then launch the webpage to fill out the registration form.

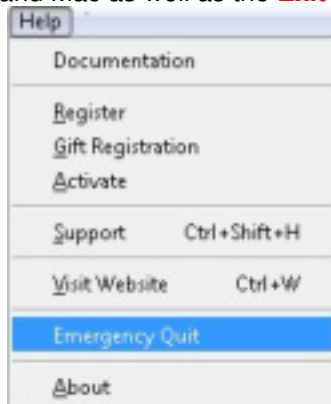
The **Activate** command will bring you to the page for you to apply the activation code once you receive that from us.

Gift registration is used if you are not the original purchaser of the program. This lets us create a record for you in our database.



If you have thoroughly read the Installation And Activation Guide and this Operation Manual and are experiencing technical difficulty not contained in the documentation then you can use the Support command to take you to the online help desk. There you will find a “knowledgebase” of topics that other users have encountered as well as the ability to open up a trouble ticket. One of our staff will help you via the help desk system.

The **Emergency Quit** command is another quit command, duplicating the “native” **Quit** commands on PC and Mac as well as the **Exit** command on the **File** Menu.



This can act as a safety switch to shut down the program without causing damage to the database (which is a risk with the **Force Quit** command on Macs and Task Bar **End Process** on the PC).

Data Entry and Editing

Most of the data in the program is fixed and not available for entry or editing. There are a few exceptions.

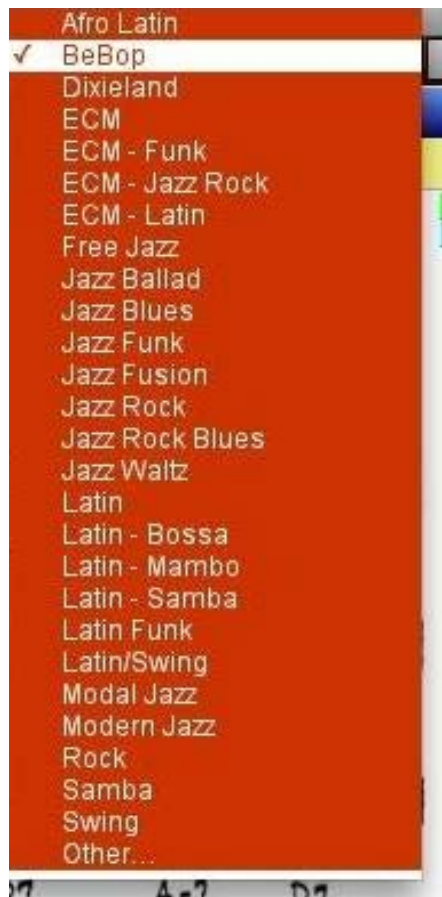
From the **Songlist** view you can alter the Tempo or Style fields and either enter fresh data or edit existing information.

In the **Chart** View you can also edit the Key of the song in addition to tempo and style.



To enter or edit data, simply click in either the Key or Tempo field and begin typing.

The Style section has a drop down menu with all of the current styles already defined.



In the Great Jazz Solos program this is used to indicate the instrument the solo was played on and not an indication of musical style.

To add new Styles to the list, hit the “**Other**” command at the bottom of the list. A box will pop up allowing you to create a new style listing.

After creating the entry, hit OK and it will be available in the drop down list to be selected. You can now add this to your song’s information.

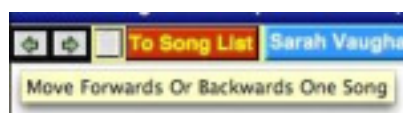
ToolTips

If you are not sure about the function of a button or other items in the program, then additional information can be obtained by placing the cursor over the area and leaving it there for a second or two.

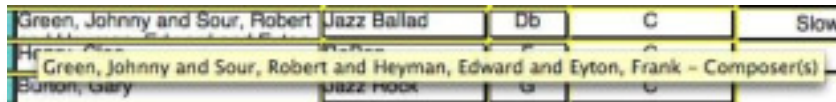
A text box (called a Tooltip) will pop up and display useful information about the item in question.

Here are some examples of what you will see.

Placing the cursor over the Left/Right Arrows displays this tooltip.



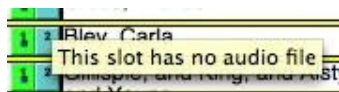
Here, the list of contributing composers was too long to fit inside the regular data field. Placing the cursor over the data field reveals the full entry.



Placing the cursor over the Play button will indicate the Song Name and The Artist.



If no audio is loaded (this mostly applies to audios for Slot 2) you'll see this message.



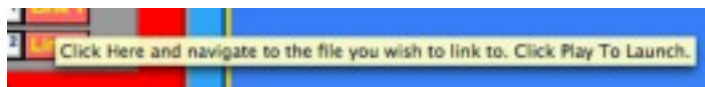
Here's what you'll see while hovering over the User Link buttons on the Songlist view.



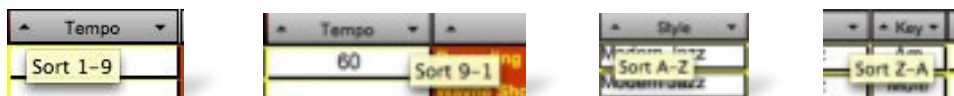
Once linked, the name of the linked file will show up in the Tooltip.



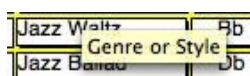
Here's the User Link on the Setup Page.



Various Sort Button Tooltips.



Style Data Field Tooltip.



Markers Tooltip.

Clicking Here Tags the File. To Clear It Select the Field And Hit Backspace.

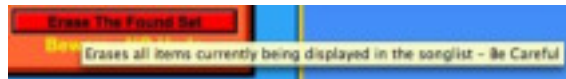
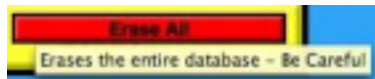
Chart African Flower Ellington, Duke

Setup Page tooltips:

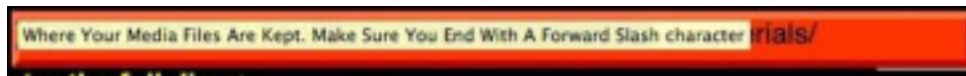
The Blue Button for opening the Materials Folder.



“Erase Button” tooltips.



Default Filepath Data Field.



The Reset button for the Default filepath.



The Show All Songs button.



The Chart Button tooltip displays the Transposition and Song Title.



The Song Title data field.



And Finally....

We are always coming out with new products to enhance and enrich your experience with Jazz.

1. **Keep current** with the latest developments by visiting the web page at <http://www.RealBookSoftware.com/FakebooksAndMore.php>

2. **Spread the word and encourage others**

If you have enjoyed and benefitted from our products then please let others know about us so that they might also receive the same benefit and enjoyment.

3. Also, **send us your testimonials.**

We love hearing from people who are interested in keeping Jazz alive and growing.

Let us know what products or enhancements you would like to see developed.
You can do this through the help desk.

APPENDIX A

Keystroke Shortcuts (By Key)

⌘	1	<u>Go to Songlist Page</u>
⌘	2	<u>Go to Chart Page</u>
⌘	3	<u>Go to Lyrics/Text Page</u>
⌘	4	<u>Go to Charts & Lyrics Page</u>
⌘	5	<u>Go to Web Links Page</u>
⌘	6	<u>Go to Setup Page</u>
⌘	7	<u>Go to Default Folder</u>
⌘	8	<u>Search Google - Song</u>
⌘	9	<u>Search Wikipedia - Song</u>
⌘	A	<u>Play Audio 1</u>
⌘	B	<u>Play Audio 2</u>
⌘	C	<u>Copy (only available on certain pages)</u>
⌘	D	<u>Find C Transposition Songs</u>
⌘	Down	<u>Navigate - Page Down</u>
⌘	E	<u>Find Bass Transposition Songs</u>
⌘	F	<u>Find Song Title</u>
⌘	G	<u>Find Artist/Composer</u>
⌘	I	<u>Import Plugins</u>
⌘	J	<u>Find All</u>
⌘	K	<u>Find Key</u>
⌘	L	<u>Mark All Shown</u>
⌘	Left	<u>Navigate - Previous Song</u>
⌘	M	<u>Find Markers</u>
⌘	N	<u>Clear Markers</u>
⌘	O	<u>Find Other</u>
⌘	P	<u>Print - Pane 1</u>
⌘	Q	<u>Quit</u>
⌘	R	<u>Randomizer - Chart</u>
⌘	Right	<u>Navigate - Next Song</u>
⌘	S	<u>Find Style</u>
⌘	T	<u>Find Bb Transposition Songs</u>
⌘	U	<u>Find Eb Transposition Songs</u>
⌘	Up	<u>Navigate - Page Up</u>
⌘	V	<u>Paste (only available on certain pages)</u>
⌘	W	<u>Visit Website</u>

⌘	X	Quit - Emergency
⌘	Y	Search - YouTube
⌘	Z	Undo (only available on certain pages)
⌘+⇧	1	Laptop View Left - Page 1
⌘+⇧	2	Laptop View Left - Page 2
⌘+⇧	3	Laptop View Left - Page 3
⌘+⇧	4	Laptop View Right - Page 1
⌘+⇧	5	Laptop View Right - Page 2
⌘+⇧	6	Laptop View Right - Page 3
⌘+⇧	7	Search Favorite Site 1
⌘+⇧	8	Search Favorite Site 2
⌘+⇧	A	Sort Title - Up
⌘+⇧	B	Sort Title - Down
⌘+⇧	C	Sort Artist/Composer - Up
⌘+⇧	Down	Navigate - Last Song
⌘+⇧	E	Sort Style - Up
⌘+⇧	G	Sort Key - Up
⌘+⇧	I	Sort Tempo - Up
⌘+⇧	J	Sort Tempo - Down
⌘+⇧	L	Print - Lyrics
⌘+⇧	M	Sort Marker - Up
⌘+⇧	N	Sort Marker - Down
⌘+⇧	P	Print - Pane 2
⌘+⇧	R	Randomizer - Chart & Audio
⌘+⇧	T	Sort Transposition - Up
⌘+⇧	U	Sort Transposition - Down
⌘+⇧	Up	Navigate - First Song
⌘+⇧	Y	YouTube Channel (when active)
⌘+⇧	1	Play User Audio 1
⌘+⇧	2	Link User Audio 1
⌘+⇧	4	Play User Audio 2
⌘+⇧	5	Link User Audio 2
⌘+⇧	6	Clear User Audio 2
⌘+⇧	7	Register
⌘+⇧	8	Activate
⌘+⇧	9	Gift Registration
⌘+⇧	A	Search Google - Composer #1
⌘+⇧	B	Search Google - Composer #2
⌘+⇧	C	Search Google - Composer #3

⌘+↑	D	Search Google - Composer #4
⌘+↑	Down	Zoom Out
⌘+↑	E	Search Google - Composer #5
⌘+↑	F	Search Wikipedia - Composer #1
⌘+↑	G	Search Wikipedia - Composer #2
⌘+↑	H	Search Wikipedia - Composer #3
⌘+↑	I	Search Wikipedia - Composer #4
⌘+↑	J	Search Wikipedia - Composer #5
⌘+↑	L	Search Google - Lyrics
⌘+↑	M	Download Manuals
⌘+↑	Q	Links - Factory 1
⌘+↑	R	Links - Factory 2
⌘+↑	S	Links - Factory 3
⌘+↑	T	Links - Factory 4
⌘+↑	U	Links - Factory 5
⌘+↑	Up	Zoom In
⌘+↑	V	Links - User 1
⌘+↑	W	Links - User 2
⌘+↑	X	Links - User 3
⌘+↑	Y	Links - User 4
⌘+↑	Z	Links - User 5
⌘+⇧+↑	1	Links - Factory 1
⌘+⇧+↑	2	Clear User Audio 1
⌘+⇧+↑	7	Search Favorite Site 2
⌘+⇧+↑	C	Sort Artist/Composer - Down
⌘+⇧+↑	E	Sort Style - Down
⌘+⇧+↑	G	Sort Key - Down
⌘+⇧+↑	H	Help - Support
⌘+⇧+↑	P	Print - Pane 3

APPENDIX B

Keystroke Shortcuts (By Command)

⌘+↑	8	Activate
⌘	N	Clear Markers
⌘+⌘+↑	2	Clear User Audio 1
⌘+↑	6	Clear User Audio 2
⌘	C	Copy (only available on certain pages)
⌘+↑	M	Download Manuals
⌘	J	Find All
⌘	G	Find Artist/Composer
⌘	E	Find Bass Transposition Songs
⌘	T	Find Bb Transposition Songs
⌘	D	Find C Transposition Songs
⌘	U	Find Eb Transposition Songs
⌘	K	Find Key
⌘	M	Find Markers
⌘	O	Find Other
⌘	F	Find Song Title
⌘	S	Find Style
⌘+↑	9	Gift Registration
⌘	2	Go to Chart Page
⌘	4	Go to Charts & Lyrics Page
⌘	7	Go to Default Folder
⌘	3	Go to Lyrics/Text Page
⌘	6	Go to Setup Page
⌘	1	Go to Songlist Page
⌘	5	Go to Web Links Page
⌘+⌘+↑	H	Help - Support
⌘	I	Import Plugins
⌘+⌘	1	Laptop View Left - Page 1
⌘+⌘	2	Laptop View Left - Page 2
⌘+⌘	3	Laptop View Left - Page 3
⌘+⌘	4	Laptop View Right - Page 1
⌘+⌘	5	Laptop View Right - Page 2
⌘+⌘	6	Laptop View Right - Page 3
⌘+↑	2	Link User Audio 1
⌘+↑	5	Link User Audio 2

⌘+↑	Q	Links - Factory 1
⌘+⇧+↑	1	Links - Factory 1
⌘+↑	R	Links - Factory 2
⌘+↑	S	Links - Factory 3
⌘+↑	T	Links - Factory 4
⌘+↑	U	Links - Factory 5
⌘+↑	V	Links - User 1
⌘+↑	W	Links - User 2
⌘+↑	X	Links - User 3
⌘+↑	Y	Links - User 4
⌘+↑	Z	Links - User 5
⌘	L	Mark All Shown
⌘+⇧	Up	Navigate - First Song
⌘+⇩	Down	Navigate - Last Song
⌘	Right	Navigate - Next Song
⌘	Down	Navigate - Page Down
⌘	Up	Navigate - Page Up
⌘	Left	Navigate - Previous Song
⌘	V	Paste (only available on certain pages)
⌘	A	Play Audio 1
⌘	B	Play Audio 2
⌘+↑	1	Play User Audio 1
⌘+↑	4	Play User Audio 2
⌘+⇧	L	Print - Lyrics
⌘	P	Print - Pane 1
⌘+⇧	P	Print - Pane 2
⌘+⇧+↑	P	Print - Pane 3
⌘	Q	Quit
⌘	X	Quit - Emergency
⌘	R	Randomizer - Chart
⌘+⇧	R	Randomizer - Chart & Audio
⌘+↑	7	Register
⌘	Y	Search - YouTube
⌘+⇧	7	Search Favorite Site 1
⌘+⇧	8	Search Favorite Site 2
⌘+⇧+↑	7	Search Favorite Site 2
⌘+↑	A	Search Google - Composer #1
⌘+↑	B	Search Google - Composer #2
⌘+↑	C	Search Google - Composer #3

⌘+⇧	D	Search Google - Composer #4
⌘+⇧	E	Search Google - Composer #5
⌘+⇧	L	Search Google - Lyrics
⌘	8	Search Google - Song
⌘+⇧	F	Search Wikipedia - Composer #1
⌘+⇧	G	Search Wikipedia - Composer #2
⌘+⇧	H	Search Wikipedia - Composer #3
⌘+⇧	I	Search Wikipedia - Composer #4
⌘+⇧	J	Search Wikipedia - Composer #5
⌘	9	Search Wikipedia - Song
⌘+⇧+⇧	C	Sort Artist/Composer - Down
⌘+⇧	C	Sort Artist/Composer - Up
⌘+⇧+⇧	G	Sort Key - Down
⌘+⇧	G	Sort Key - Up
⌘+⇧	N	Sort Marker - Down
⌘+⇧	M	Sort Marker - Up
⌘+⇧+⇧	E	Sort Style - Down
⌘+⇧	E	Sort Style - Up
⌘+⇧	J	Sort Tempo - Down
⌘+⇧	I	Sort Tempo - Up
⌘+⇧	B	Sort Title - Down
⌘+⇧	A	Sort Title - Up
⌘+⇧	U	Sort Transposition - Down
⌘+⇧	T	Sort Transposition - Up
⌘	Z	Undo (only available on certain pages)
⌘	W	Visit Website

APPENDIX C

Commands Without Keystroke Shortcuts

Here are commands that are in Menus but do not have Keystroke Shortcuts

About

Update>Audios

Update>Charts

Update>Data

Other Software>View New Releases

Other Software>RealBook Volume 1

Other Software>RealBook Volume 2

Other Software>RealBook Volume 3

Other Software>Great Jazz Solos

Other Software>Modern Jazz Guitar Volume 1

Other Software>Charlie Parker Fakebook

Other Software>Bill Evans Songs and Solos

Here commands that are activated by buttons:

Sort Audio Artist Up

Sort Audio Artist Down

Sort Audio Artist 2 Up

Sort Audio Artist 2 Down

Sort Source Up

Sort Source Down

Delete User Link 1

Delete User Link 2

Delete User Link 3

Delete User Link 4

Delete User Link 5

Refresh Menu Labels

Erase Selected Chart

Erase Found Set

Erase All

Reset Filepath to Program's Directory

Edit Lyrics

Commands that are activated by a drop down menu:

Default Laptop Zoom

Style (Fill Field)

Title/Type (Edit Field)

Commands that are activated by a Dialog Window

Title/Type (Fill Field)