

Adding a Song

1. Click the “Songs” Tab.
2. Click the “New” button, the Song Editor window will open.
3. Complete the header information for the Song. The Song Name and default theme is required.
4. Type each section that the song comprises of once, i.e. Do not create multiple chorus sections, even if the song repeats the chorus multiple times. Click on “Apply” to add the section.
5. Once all the sections have been captured, use the “>>” to add the first section to the Section order list. To do this, click on the section in the “Sections” area – the selected section will be highlighted – click on the “>>” button found below the Section Order listing.
6. Repeat step 5 until all the sections that make up the song have been added to the section order listing, i.e. Verse 1, Chorus, Verse 2, Chorus, etc.
7. If you incorrectly added a section out of order, you can either re-order using the “Up” and “Down” buttons, or remove the section using the “<<” button, and re add it correctly.
8. Once you have finished capturing all the required information, the “Apply” button will become enabled.
9. Click OK to save the song.

Header information fields for a song:

- Name:
- Composer:
- Duration: : (mm:ss)
- Source (No/Name):
- Default Theme:
- Organ Disk No:
- Organ Volume:

Section Text editor showing a text area with the text: "I saw the grass, I saw the trees and the boats along the shore." Below the text area are buttons for "Paste", "New", "Apply", and "Delete".

Section Order list showing a table with columns "Order" and "Section":

Order	Section
1	Verse 1
2	Chorus
3	Verse 2
4	Chorus

Below the table are buttons for "<<", ">>", "Up", and "Down".

Tip: If you already have the song text in electronic format, copy the plain text of the song, and click “Paste”. Song Projector will attempt to create the song sections for you.

Notes

- “[If]” is a reserved keyword to indicate a Line Feed within the text.
- Keep the number of characters on a single line to a reasonable length (roughly 30 characters), this will prevent automated line wrapping when projecting the song. For best results, after adding the song, project it to ensure the same line wrapping you typed in, is projected. See below for an example output.

Section Text editor showing text with long lines: "I saw the grass, I saw the trees and the boats along the shore. I saw the shapes of many things I had only sensed before. And I saw the faces of men more clearly than if I had never been blind."

I saw the grass, I saw the trees
and the
boats along the shore.
I saw the shapes of many
things I had
only sensed before.
And I saw the faces of men
more clearly

VS

Section Text editor showing text with wrapped lines: "I saw the grass, I saw the trees and the boats along the shore. I saw the shapes of many things I had only sensed before. And I saw the faces of men"

I saw the grass,
I saw the trees
and the boats
along the shore.
I saw the shapes
of many things I had
only sensed before.
And I saw the faces of men

Please switch off the Computer’s Plug at the wall when finished