

Numbers

1	2	3	4	5	6	7	8	9	top line numbers
q	w	e	r	t	y	u	i	o	2 nd line numbers
a	s	d	f	g	h	j	k	l	3 rd line numbers
z	x	c	v	b	n	m			4 th line numbers

Accidental Symbols

Standalone

!	flat sign (no number)	top line
@	natural sign (no number)	top line
#	sharp sign (no number)	top line
shift + keys underneath 1/2/3 = flat/natural/sharp (no number)		lower lines as per above

To left of numbers

\$	flat to the left of number	top line
%	natural to the left number	top line
^	sharp to the left of number	top line
shift + keys underneath 4/5/6 = flat/natural/sharp to the left of number		lower lines as per above

Slashes

0	slash through the number, top line
p	slash through the number, 2 nd line
;	slash through the number, 3 rd line
/	a slash through the number, 4 th line

Slashed numbers

option 2, 4, 5, 6	numbers with built-in slashes, top line
option + keys underneath 2/4/5/6	numbers with built-in slashes, lower lines as per above

Dashes

- or option -	short dash after numbers, top line
[short dash after numbers, 2 nd line
'	short dash after numbers, 3 rd line
“	short dash after numbers, 4 th line

Spaces

Space	go to the next number
Option-space	a smaller space than that produced by the spacebar

Figured Bass Example

The image shows a musical staff in bass clef with a 3/4 time signature. The notes are: G2, A2, B2, C3, B2, A2, G2, F2, E2. Below the staff are the following figured bass symbols: 5/3, 6, 7/5#, 7/5, 6/4+, 6, 7- (with a slash and a 5 below the 7), 7- (with a slash and a 5 below the 7), #5/#3.

- The **FiguredBassMH GPL** font was created as a means to more easily enter figured bass into **Finale**, **MuseScore** and **Microsoft Word**. If you are using **Sibelius**, you are very lucky, as built-in figured bass works very well in that application, and you will have no need of this font. In Finale or MuseScore, it is best to use the **Lyrics tool**.
- I assume that you are using Australian or US keyboard layout. The figured bass symbols are organized in rows as per the QWERTY keyboard. So to put a marking on the 3rd row, you need to press the key on the 3rd row of the QWERTY keyboard.
- You must press the space bar to progress to the next number. If you need a different amount of space, you can also use option-space (Mac) or alt-0202, which equates to ½ the distance of the full space.
- For example to create a 7 5 # marking:
 - press **7**, then
 - press the key one row down from the 5 key (**r**), then
 - press the key two rows down from the # key (**shift-D**) to insert the # sign
 - press **space** to go to the next character
- On the Mac, specially created numbers incorporating the slashes can be accessed by pressing option and the number in question. Other slashes can be added to notes in the appropriate rows by pressing the keys in the 0 (zero) column of the QWERTY keyboard.
- Because of the way the font has been created, extra leading (line height) will be added to account for the possibility of the figures having 4 lines. This will not be a problem in applications like Finale, but will be noticeable (and annoying) in Microsoft Word.

The slash means to alter the accidental. Therefore, instead of writing #6, we may instead use 6⁵ or 6⁴. The slash may be useful to indicate an alteration rather than an exact note name alteration (i.e. 6 means raise the note-name a 6th above the given bass note, so we don't need

to indicate whether it's 6⁵ or #6.)

(Example)

- This font is offered free of charge under the Open Font License. It is based upon existing OFL fonts: Gonville and LinLibertine. It will always be available free from <http://www.hindson.com.au>

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