

Changing Instrumentation after the work has been programmed

On occasion, you will need to change attributes of a composition *after* the work has been put on a program. This typically happens when a work will not be performed in full, and the excerpt requires diminished instrumentation.. It can also apply to commissions (the work is programmed but you may not know the precise instrumentation) or Pops charts or similar compositions in which you know the basics – enough to program the work – but not the details.

See also the related guide: Setting or changing string complements

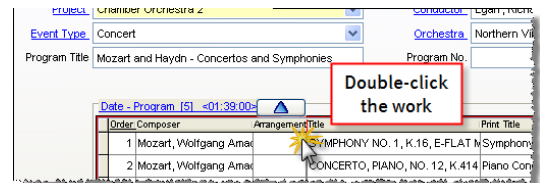
Open the Dates area, Program screen

Open the **Dates** area and find the concert containing the work to be changed. If the work is scheduled on several concerts and rehearsals, you can make the change to only one of those activities.

Then go to the **Program** screen for the concert.

Double-click the Work

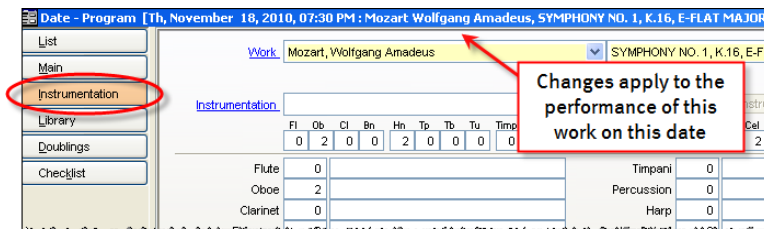
In the **Program** grid, double-click the work to be altered. This opens the composition in the **Date-Program** area (formerly known as **Date-Works**).



This OPAS area is used to define how the work is (or was) performed for these concerts. When a work is programmed, the title, movement, timing and instrumentation information is inherited from the **Works** area (the “master record” for this composition), and in almost all cases, this is sufficient. However, when you need to alter any of these elements, editing them in the **Date-Program** area changes them for the performances, and preserves the master record in the **Works** area.

Make changes on the Instrumentation screen and save

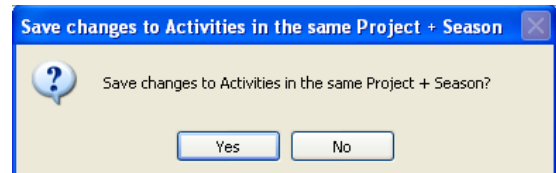
Click the **Instrumentation** button to open the **Instrumentation** screen. Make the changes



that will apply to this set of performances. You can change anything on this screen, including the percussion, keyboard and other grids.

Click the **Save** icon  in the lower right-hand corner and OPAS will display the prompt shown at right:

Since you are changing the work’s instrumentation for all the concerts and rehearsals in this Project, click **Yes** and then **Save changes to all Dates**. Your



instrumentation changes are now saved each time this work is programmed in that Project and Season.

Proceed to other works on the program (if applicable) or click **OK** in the lower left-hand corner to return.

Variation – Changing the Master Record *and* applying those changes to Performances

The method shown above is employed when you program a composition with standard or known instrumentation, but the nature of the performance requires you to change that instrumentation.

The method shown below is used when a composition is programmed before the instrumentation is known. This pertains primarily to commissions and Pops compositions - when the work is put on a program, its “master record” has incomplete or missing instrumentation. Now that you have the information, you want to update both the master record (Works area) *and* the performances (Date-Program area).

Update the record in the Works area

In the **Works** area of OPAS, select the composition to be altered.

Go to the **Instrumentation** screen and enter or adjust the instrumentation for the work. You can include information in any of the instrumentation grids: Percussion, Extra Instruments, Keyboards, Solo Instruments or Chorus. You can also remove or delete information.

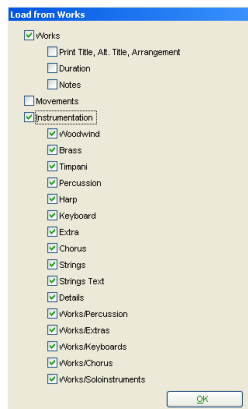
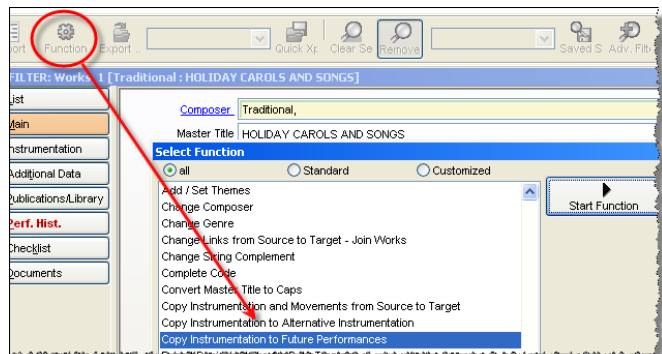
Remember to click **Save**  to save these changes.

Run the “Save Changes” function

Click the **function** icon in the upper left corner and choose **Copy Instrumentation to Future Performances**.

Select the date to which the Instrumentation should be copied and click **OK**.

At the next screen (shown below), select the instrumentation elements to be copied and click **OK**.



Be sure to repeat this process for other applicable rehearsals and concerts.