

# LIBRARY

FOR NEW CUTTIME USERS

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15 Season >	Music Down in My Soul						
	Details		Adentifiers		Other		
ioard Iors	Arranger Moses Hogan	Composer African-American Spiritual	Library No. 4601	State List No. 999-3-88421	Grade 4	State Grade 4	
lans s	Copyright Year 2002 Category	Test Author Spiritual Instr. / Voicing	Publisher Hal Leonard Corp. Barcode	Publisher No. 8743329 Location	Date Purchased 1999-08-03 Out of Print?	Purchase Price \$1.00	
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Welcome to our lightning fast inventory toolbox for your program's sheet music and other literature. Inside is a collection of tools and data to help you manage your precious assets from acquisition to retirement. Find what you need when you need it fast thanks to quick filters and partial name search.

## **ASSIGN PARTS / COPIES**

You can assign a single part or multiple parts/copies to a single student at one time. You can filter and view members who do not have assigned Pieces within the Membership Dashboard.

# **VIEW ASSIGNMENTS**

Once library pieces have been assigned to a student, you can view all of their assignments in one place by navigating to their Program Membership Details. You can also quickly and easily unassign a library item.

### **PERFORMANCE NOTES**

Easily add, modify, or remove your personal performance notes to and from any single piece of music or script for easy reference.

### SHARING LIBRARY ACCESS

'Enable your library data to be viewed by other CutTime educators, you can 'opt in' or 'opt out' easily from your Program Settings area.

### **HELPFUL ARTICLES**

**Library Inventory Overview** 

**Importing Library Data** 

Adding Pieces to the Library

Assigning Parts/Copies

Categories, Instrumentation/Voicing, and Publishers

**Sharing Access to the Library** 

**Storage Locations** 

Managing Exports

**COMING SOON** 

Barcode Scanning and QR Codes

Integration with J.W. Pepper