Kelsey Lussier
Created: Summer 2021

Guide and Resources for Sourcing Additional Scores

<u>Materials sourced from the library:</u>

Physical materials:

The UBC library usually has physical copies of most scores that are not available online. Due to the current COVID-19 situation, there are new curbside pickup protocols in place. To request a loan of physical materials from the library for curbside pickup, follow these steps:

1. Navigate to the ezproxy login of the UBC library webpage and login with your CWL credentials (http://www.library.ubc.ca.ezproxy.library.ubc.ca/)

2. On the catalogue search page, click "Advanced Search" in the bottom right corner of the search box.

3. In the advanced search page, ensure that the Boolean keyword is set to "AND". Type the composer's name in one of the search fields and the title of the work in the other. In the Content Type box, scroll down to or search "Music Score" and check the box. Click "Search".

4. On the results page, click the title of the desired result. This will bring up the library catalogue page for the work. In the right-hand Actions menu, click "Get It". On the following page, log in again with your CWL credentials.

5. Select the work in question and choose "Create Loan Request". Set the home branch/pickup location to Koerner Library and click Submit. A confirmation email will be sent to the email address associated with your UBC account.

6. Request processing can take 3+ business days, although the amount of time it takes varies widely and is rather unpredictable. During non-exam or non-midterm periods, orders are typically ready in 1-2 weeks. An email will be sent to the same address as the confirmation email one the order is ready to be picked up. Details of when the order must be collected and within what time frame are included in the email. Student ID is required to collect the order at Koerner Library. The books are pre-quarantined prior to pickup and come in a plastic bag to minimize contact points.

Digital library materials:

It is also possible to request scans of scores from the library. Only one chapter/movement can be requested at a time. To request a scan of library materials, follow these steps:

1. Follow steps 1-4 in the physical materials instructions

2. After step 4, instead of clicking "Create Loan Request," choose "Create Copy Request".

3. Fill out the form on the next page. There is no format for musical score, so the movements are often considered analogous to chapters. Give the movement title and pages. Often the page numbers can be found by general Google search. If you are unsure of the page numbers, type in the pages and comments boxes that you are unsure because you cannot find the information online, but that the movement titles (and number) are very clear. Sometimes they will not scan the score without specific page numbers, but at times they will sift through the score to find the movement you have requested. Click Submit.

4. Request processing can take 3+ business days, although the amount of time it takes varies widely and is rather unpredictable. During non-exam or non-midterm periods, orders are typically ready in 1-2 weeks. An email containing the PDF will be sent to the same address as the confirmation email once it is ready. There is usually an access time limit included in the email.

Any issues or questions with library resources should be directed to the music librarian, Kevin Madill, (kevin.madill@ubc.ca) who is very helpful and replies very quickly.

Materials collected from online sources (excluding nkoda):

Below is a list of resources that can be used to source digital scores online. They are listed according to frequency of use, although this order may change depending on the composer (e.g., NY Philharmonic Archives is much more likely to have Gershwin orchestral works than IMSLP).

1) **HathiTrust** (UBC Library database)
   a) Instructions for accessing this resource are available here: https://drive.google.com/file/d/15xZ9bi_hdLVCw5U0e01RbcUuKeEnUmFd/view?usp=sharing. This guide was created by the UBC Library staff, including Kevin Madill.
   b) This resource includes digital versions of scores available in the library. It is possible to access works via library search and/or search directly within HathiTrust. c) To access via the library's Summon search, click into the catalogue page of the work in question (click on the title) and in the right-hand Actions menu, choose "online access" and follow the instructions in the above guide to view the full score.
2) **IMSLP library** (https://imslp.org/wiki/Main_Page)
   a) Scan creation always possible by downloading the score and extracting the relevant pages in Adobe Acrobat. Be on the lookout for missing pages.
3) **Alexander Street Classical Scores Library** (Accessible by searching Alexander Street in the Indexes/Databases tab in the UBC library search function)
   a) This database does not work in Google Chrome
   b) Be sure to log in with UBC CWL credentials to access the search engine c) Scans

are only possible by taking screenshots and converting/combining them into a PDF. Permanent URL is available for each work.

4) **Universal Edition online perusal scores** (https://www.universaledition.com/) a) Scores are available either fully (full screen view) or partially (no full screen view) as an embedded PDF on their website.

5) **Schott online perusal scores** (https://en.schott-music.com/)

    a) The search function is not very reliable, but the following steps can help with finding the right work:

        i) Search by the composer's full name. Click the "composers" tab just above the search results and select the composer in question.

        ii) In the composer's designated page, click "works," which will bring up a list of all the works that Schott publishes by this composer.

        iii) Scroll to the work in question (if it is present). This can be quickly done by searching the webpage (cmnd+F or ctrl+F) for the title. Each work's title is hyperlinked to its own Schott webpage.

        iv) If a perusal PDF is available, it will be available as a preview with a watermark or poor-quality score. To access it, click the thumbnail photo of the score's cover. Note that sometimes, the thumbnail will have a blue "Preview" banner, but this does not necessarily guarantee that the preview of the score will be good enough quality to use. There may also be a score preview even if there is no "Preview" banner on the thumbnail.

        v) When a preview score is available, it is usually downloadable in its entirety and scans can be created by extracting and re-combining the relevant pages. At times the watermark will obstruct too much of the score, and a different source will be required.

6) **New York Philharmonic Leon Levy Digital Archives** (https://archives.nyphil.org/) a) Scans can only be created by taking a screenshot. Zooming on this website is very high quality, although the watermark is quite large and opaque.

    b) Good availability of Stravinsky, Ives, and Gershwin.

7) **Boosey & Hawkes Online Scores Library** (https://www.boosey.com/cr/perusals/) a) This has an embedded PDF viewer that does not provide an ideal format for creating scans due to poor resolution. Much of the Boosey & Hawkes catalogue is available on nkoda. A free account must be created in order to access the digital library.

8) **Issuu** (https://issuu.com/)

    a) This resource has a very good availability of Ives' symphonic works. Peermusic Classical uploads some perusal scores onto this database.

    b) Search for works can be done via a general google search, which will usually bring up an Issuu link, or by searching directly in Issuu.

9) **Scribd** (www.scribd.com)

    a) This resource has good availability of some Messiaen symphonic works, as well as Gershwin songs for voice and piano. Beware of copyright issues, not all of the available scores are in public domain. A (paid) subscription is required to download PDFs.

b) Scores are often available in the "Documents" section and tend to be in the format of downloadable PDFs. Those that are not downloadable appear as a flipbook from which screenshots can be taken for scans.

Materials sourced from nkoda:

Nkoda is an app available for download (with subscription purchase) on Apple and Android (Google) devices. The UBC library also has an academic subscription, so students can access it through the library. Instructions on accessing this application through the library can be found here: https://guides.library.ubc.ca/c.php?g=684762&p=5150043

**Note that there are 3 UBC options for login. Only one of them works. Try all 3 UBC options if you can't log in (i.e., if you get stuck at step 3 in the library access guide)

Nkoda is a digital scores library and is meant for performers, conductors, and analysts. It has a massive library of scores available for viewing and is a great resource of Honegger and Britten works, which are usually very difficult to find in online formats. It has partnerships with notable publishers such as Boosey & Hawkes, Universal Edition, Durand & Fils, Chester Music, Breitkopf & Härtel, and Schott. Depending on the work, individual parts, full score, or both may be available to view. The app also stores multiple editions of works, including first and critical editions of scores.

The easiest way to navigate through nkoda's massive library is to search by composer and then search again with each composer for specific works. Although score annotation tools are available, they have not been needed for this project so far. The biggest drawback to using nkoda for this project is that it is not possible to obtain a PDF copy of the score, nor is it possible to take a screenshot of the music in the app. It's also not possible to share the music that is displayed in the app via screensharing in video calls. Nkoda tracks whether these things are attempted and temporarily freezes access to users who try any of these actions. The application only permits sharing between nkoda subscribers; since it is available through the library, it is possible to share between lab members if more than one individual is logged in through the UBC library at once.

Generally, the scores stored in nkoda are also available from the library or publisher directly as an online perusal score or for purchase, so if a scan is absolutely required it is possible to obtain it in another way.

It should be noted that a student communicating with an nkoda representative (or any representative from an external company) about an institutional subscription price for the lab without going through the library or a member of UBC's legal team is a violation of UBC's legal policies. This holds true both for price quotes that include the library and price quotes for the lab, independent from the library. Students are not allowed to contact institutions such as this to ask for institutional prices. Kevin Madill can be consulted for any questions about this. For future reference, UBC asks that students use this link to request a resource or subscription service: https://about.library.ubc.ca/contact-us/suggest-a-book/.

<u>Materials purchased from publishing companies:</u>
If materials are not available online nor stocked in the library, it is possible to purchase them from a publishing company directly. Their prices are usually in USD, Euros, or British Pounds (GBP). Boosey & Hawkes will produce their invoices in GBP only.
Publishers usually do not provide a tracking number for their packages. This makes it difficult to know when the scores will arrive. They usually do not use delivery notices if you are not home when the package arrives. The pickup centre for a missed delivery is in Richmond, near the airport.

Official print invoices are usually contained within the package. However, the indeterminate shipping time means that this is not ideal for the UBC Visa reconciliation. While order confirmations are automatically sent by email after purchase, they are insufficient for UBC Visa reconciliation. Instead of waiting for the invoice to arrive in the mail, it is possible to request an official PDF invoice through email (e.g., B&H: booseymusicshop@musicx.co.uk; UE: onlineservice@universaledition.com) from the publishing company.

<u>Materials rented from publishing companies</u>
Another option for acquiring materials that is often more economical than purchasing is to rent printed performance materials. This was successfully done once this past year with *Antigone* by Arthur Honegger, as the score is quite large and very expensive to purchase. An agreement was made through Kevin Madill with Boosey & Hawkes that they would send us the score for a set amount of time and it would be mailed back to them with a postage date before the set due date.

Although this would be a useful option if the materials are completely unavailable from other sources and if purchasing is too expensive, I found the process to be quite stressful and a little inefficient, as there is no shipment tracking and due dates are not very clear. I would highly recommend exhausting all other options before choosing to rent/hire printed performance materials.