

Getting Started with the Online Workbook

Last Modified on 11/29/2021 3:17 pm EST

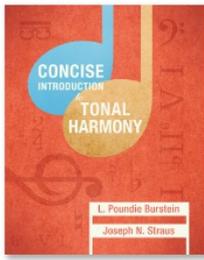
A guide to getting started using the Online Workbook powered by Noteflight.

Hide All Answers

How do I get started using the Online Workbook?

There is a great "Getting Started" resource available on the Digital Resources page for your textbook.

1. Go to the Digital Resources page for your textbook. Here is a list of the textbooks that feature the Online Workbook powered by Noteflight:
 - Concise Introduction to Tonal Harmony: <https://digital.wwnorton.com/conciseharmony>
 - The Musician's Guide to Theory and Analysis, Third Edition:
<https://digital.wwnorton.com/guidetotheory3>
2. Login to the Digital Resources page using your account. Please note, to access the Getting Started resource specifically designed for instructors, your account needs to be authorized as an instructor. If you need to have your account authorized as an instructor, please contact your [Norton representative](#).
3. Click on the Getting Started tile:

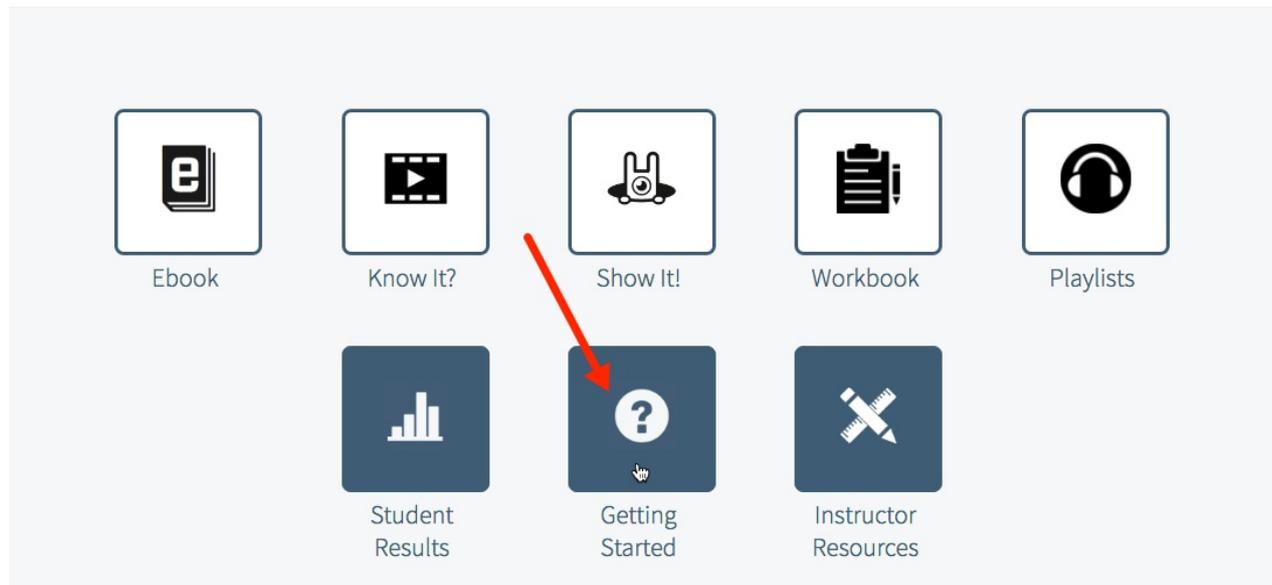


Concise Introduction to Tonal Harmony

Burstein and Straus

Purchase Options

 This product is not yet available for sale.



Ebook

Know It?

Show It!

Workbook

Playlists

Student Results

Getting Started

Instructor Resources

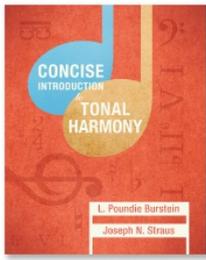
How do students register for the Online Workbook?

Access to the workbook is included with every Total Access registration code provided inside new printed textbooks that feature the Online Workbook powered by Noteflight. Total Access can also be purchased online through the Digital Resources page for your textbook.

First, go to the Digital Resources page for your textbook:

- Concise Introduction to Tonal Harmony: <https://digital.wnnorton.com/conciseharmony>
- The Musician's Guide to Theory and Analysis, Third Edition: <https://digital.wnnorton.com/guidetotheory3>

Next, click on the Sign in, Register a Code, or Purchase Access button.



Concise Introduction to Tonal Harmony

Purchase Options

Burstein and Straus

 This product is not yet available for sale.

SIGN IN, REGISTER A CODE, OR PURCHASE ACCESS



Ebook



Know It?



Show It!



Workbook

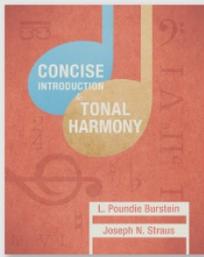


Playlists



Getting Started

Then, select the circle next to "No, I need to register, purchase, or sign up for trial access." and click the Register, Purchase, or Sign Up for Trial Access button.



Concise Introduction to Tonal Harmony

Burstein and Straus

Purchase Options

Digital Resources for *Concise Introduction to Tonal Harmony*



Have you already registered for this product?

Yes, I want to **sign in**:

[Forgot your password?](#) [Need to change your email?](#)

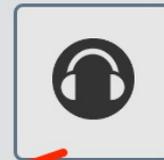
No, I need to register, purchase, or sign up for trial access.

[Register, Purchase, or Sign Up for Trial Access](#)

*Need help? Contact **W. W. Norton Customer Support***



Ebook



Playlists



Getting Started

Enter your name, email address, and password into the fields at the top of the form.

1. If you have a Total Access registration code from a new copy of your textbook, select the circle next to "I have a registration code;," enter your code into the field to the right, and click the Register My Code button. Follow the screen prompts to register your code and create your account.
2. If you would like to purchase Total Access online or you purchased or rented a used copy of your textbook, click the circle next to "I want to purchase access" and click the Show Purchasing Options button. Follow the screen prompts to complete your purchase and create your account.
3. If you would like to register for trial access before purchasing or registering for Total Access, select the circle next to "I want to sign up for 21 days of trial access" and click the Sign Up for Trial Access button. Follow the screen prompts to register for trial access and create your account.

How do students join my Online Workbook section?

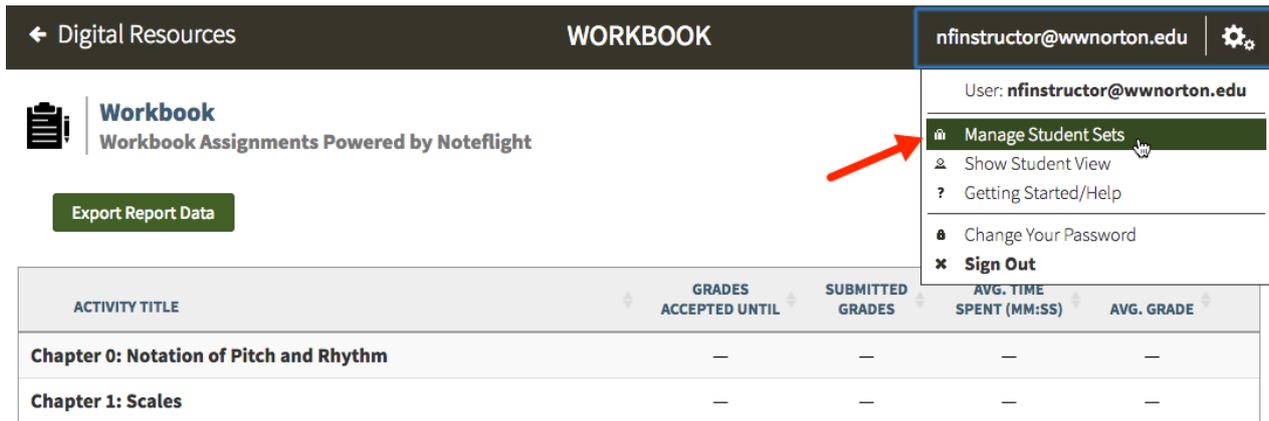
Sections in the Online Workbook are called Student Sets.

To assign and grade your students' worksheets, you will need to create a Student Set for your class section, and then have students join this Student Set. If you have already created a Student Set for other products found on the Digital Resources page for your textbook, like InQuizitive quizzes or the Norton Ebook Reader, you can use the same Student Set for multiple products at the same time, including the Online Workbook.

Here's how to create a Student Set:

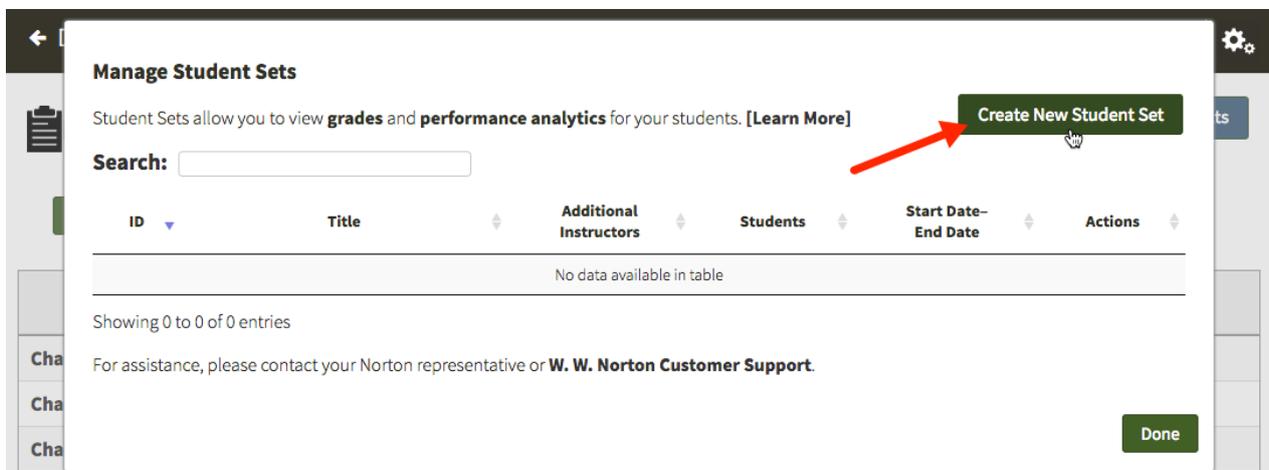
After logging in to the Digital Resources page for your textbook, click the gear menu at the top right of the page

and select "Manage Student Sets."



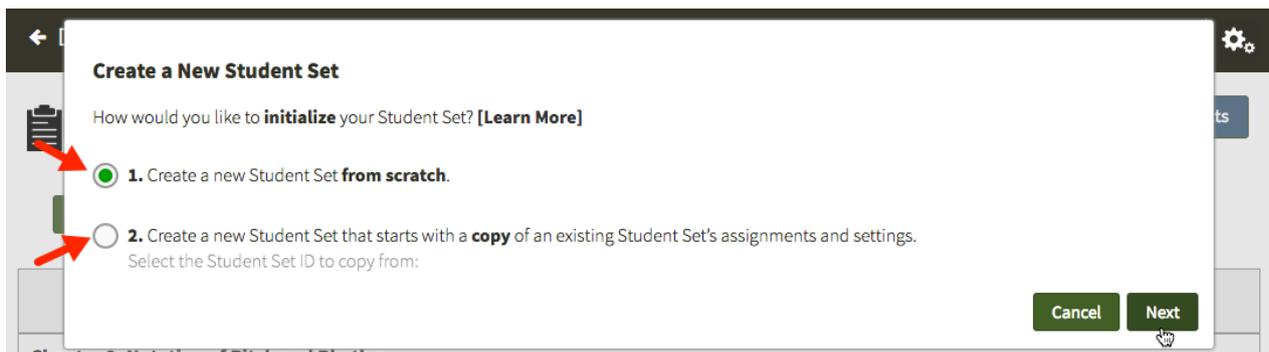
The screenshot shows the top navigation bar with "Digital Resources" on the left, "WORKBOOK" in the center, and the user email "nfinstructor@wnorton.edu" on the right. Below the navigation bar, the "Workbook" section is titled "Workbook Assignments Powered by Noteflight" and includes an "Export Report Data" button. A table lists activities: "Chapter 0: Notation of Pitch and Rhythm" and "Chapter 1: Scales". On the right, a user menu is open, with a red arrow pointing to the "Manage Student Sets" option. Other menu items include "Show Student View", "Getting Started/Help", "Change Your Password", and "Sign Out".

Click "Create New Student Set."



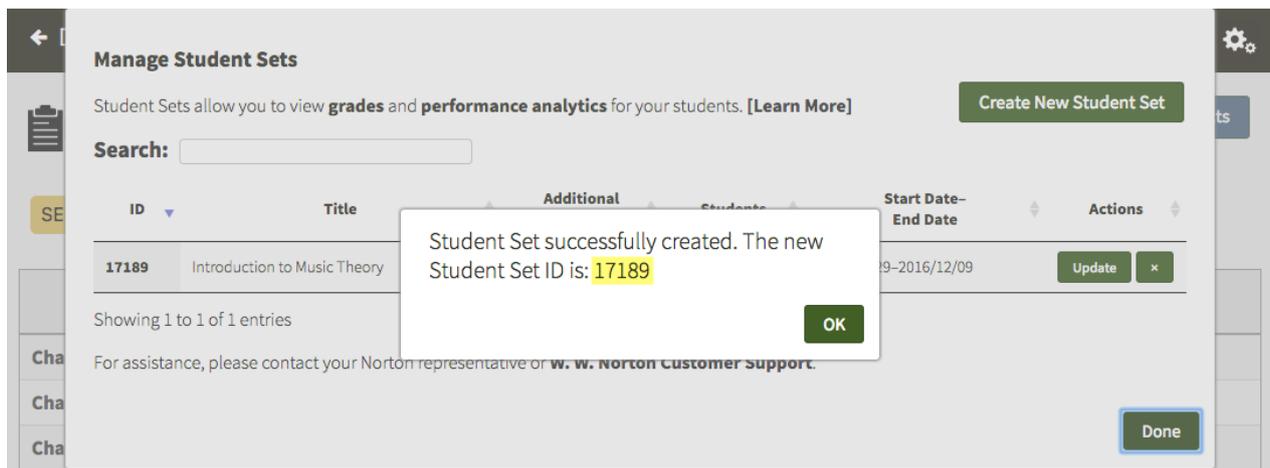
The screenshot shows the "Manage Student Sets" page. It includes a search bar, a table with columns for ID, Title, Additional Instructors, Students, Start Date-End Date, and Actions. The table is currently empty, displaying "No data available in table" and "Showing 0 to 0 of 0 entries". A red arrow points to the "Create New Student Set" button in the top right corner. Below the table, there is a note: "For assistance, please contact your Norton representative or W. W. Norton Customer Support." and a "Done" button.

Select the type of Student Set you would like to create.



The screenshot shows the "Create a New Student Set" dialog. It asks "How would you like to initialize your Student Set?" and provides two options: "1. Create a new Student Set from scratch." (selected with a green radio button) and "2. Create a new Student Set that starts with a copy of an existing Student Set's assignments and settings." (with an unselected radio button). A red arrow points to the first option. Below the second option, there is a prompt: "Select the Student Set ID to copy from:". At the bottom right, there are "Cancel" and "Next" buttons.

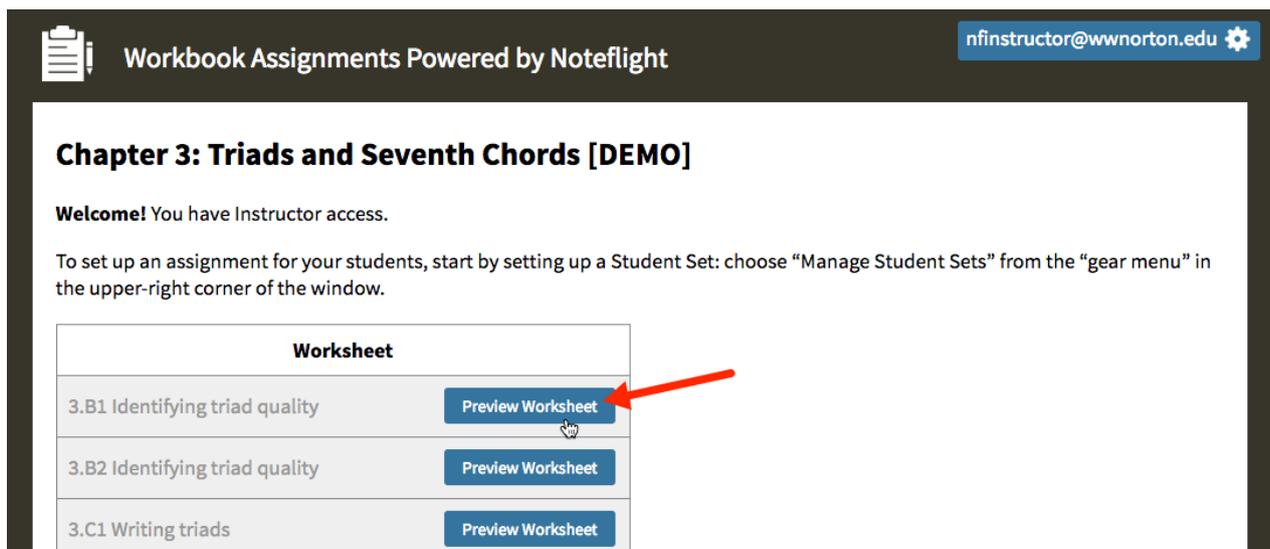
Follow the instructions from there to create a Student Set. Make a note of the Student Set ID and distribute it to your students.



How do I preview the worksheets found in the Online Workbook?

From the Digital Resources page for your textbook:

1. Click on the Workbook tile.
2. Select a chapter from the list.
3. Click on the Preview Worksheet button to the right of the worksheet you'd like to preview.



Note: When previewing worksheets while logged in as an instructor, you will not have the ability to edit the worksheets. If you would like the ability to edit the worksheets like a student, please follow these steps:

Student View

Please note, you must open a chapter of the workbook and turn on Student View prior to opening a worksheet or the editing tools will not load properly.

After opening a chapter of the workbook, click on the gear menu in the upper right corner and select Show Student View.

Workbook Assignments Powered by Noteflight conharmins@wwnorton.edu ⚙️

Chapter 1: Scales

Welcome! You have Instructor access.

To view assignments and/or results for one of your classes, choose a Student Set from

Show results for: 17193 (Introduction to Music Theory) ▾

- 3 worksheets assigned
- Assigned worksheets must be completed by **06/30/2016** [Update Grades Accepted Until Date](#)

Show: CLASS SUMMARY ▾

[Hide Unassigned Worksheets](#)

Worksheet	Actions	
1.B Writing major scales	Preview Worksheet	Unassign Show Report (0)
1.C Writing minor scales	Preview Worksheet	Unassign Show Report (0)
1.D Identifying major keys from scale degrees	Preview Worksheet	Unassign Show Report (0)

Username: conharmins@wwnorton.edu

- ? Activity Help
- 👤 Manage Student Sets
- ➔ **Show Student View**
- 🔑 Change Your Password
- ✕ Sign Out

On the next screen, click on the Open Worksheet button to the right of the worksheet you'd like to view.

Workbook Assignments Powered by Noteflight conharmins@wwnorton.edu ⚙️

Chapter 1: Scales

- You have completed **0 of 0 assigned worksheets.**

[Show Unassigned Worksheets](#)

Worksheet	Grade	Comments
1.B Writing major scales		<i>Assigned</i>
1.C Writing minor scales		<i>Assigned</i>
1.D Identifying major keys from scale degrees		<i>Assigned</i>

The worksheet will then open using the student version of the Noteflight editor, which will allow you to edit the worksheets like a student. The only difference you will see is that the Turn In This Score button is not at the top of the editor since, as the instructor, you will not be submitting these worksheets for grades. Click on the Done button in the bottom right corner to close the worksheet and return to the workbook.

Workbook Assignments Powered by Noteflight conharmins@wwnorton.edu

noteflight wwnorton Play Transcribe Record Save Instruments Page View Zoom Keyboard Connect

duration pitch tempo 120 text la- T f A⁷

1.B Writing major scales

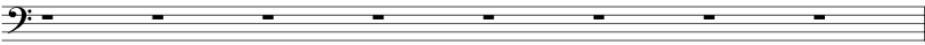
(Lyricist) (Subtitle) (Composer)

Write the ascending major scales indicated, using accidentals rather than key signatures. (Press "-" for a flat, "+" for a sharp, and "=" for a natural.)

1.



D major
2.



A major
3.



F major
4.

1.B Writing major scales (assigned) Done

To return to the instructor view of the workbook, click on the gear menu and select Return to Instructor View from the menu. When you return to Instructor View, the Assign/Unassign and Show Report buttons will appear to the right of each worksheet.

Workbook Assignments Powered by Noteflight conharmins@wwnorton.edu

Chapter 1: Scales

- You have completed **0 of 0 assigned worksheets.**

Show Unassigned Worksheets

Worksheet	Grade	Comments
1.B Writing major scales Open Worksheet		<i>Assigned</i>
1.C Writing minor scales Open Worksheet		<i>Assigned</i>
1.D Identifying major keys from scale degrees Open Worksheet		<i>Assigned</i>

Username: conharmins@wwnorton.edu

- ? Activity Help
- 🏠 Manage Student Sets
- 🔑 Return to Instructor View**
- 🔒 Change Your Password
- ✖ Sign Out

How do my students and I use the Noteflight editor?

Noteflight has created a very extensive user guide, which can be accessed using this link:

<https://wwnorton.learning.noteflight.com/guide>

Here are direct links to some techniques that are featured in the worksheets found in the Online Workbook:

- [Adding and Editing Notes](#)
- [Changing Note Colors with the Color Palette](#)
- [Adding an Annotation](#)

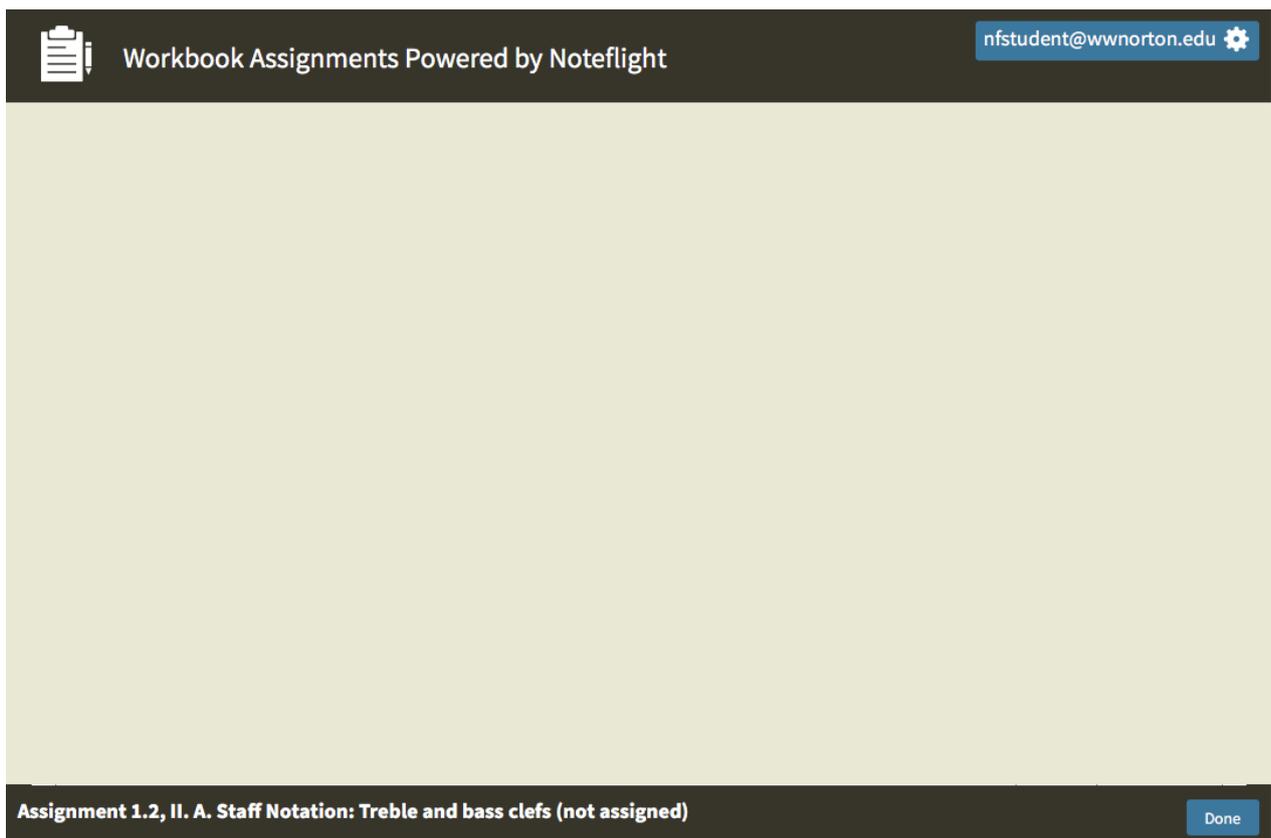
Which devices and browsers are best when using the Online Workbook?

The Online Workbook powered by Noteflight works on desktop and laptop computers, tablets, and smartphones, however desktops, laptops, and tablets are recommended.

Please refer to [Minimum Systems Requirements](#)

Why won't the worksheets load in Safari?

Due to a default cookie setting within Safari, the worksheets may fail to completely load and your screen will look like this:

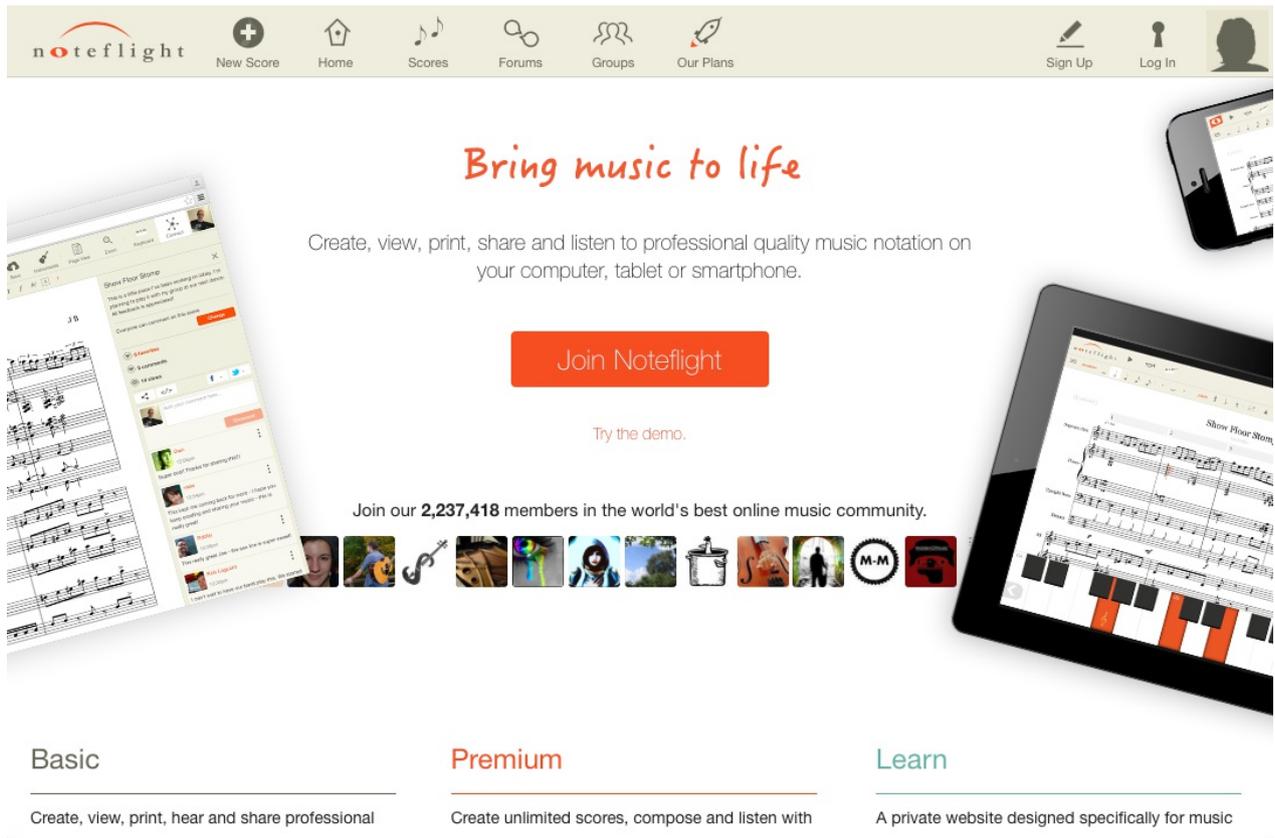


There are two solutions to this issue:

The quick and easy solution...

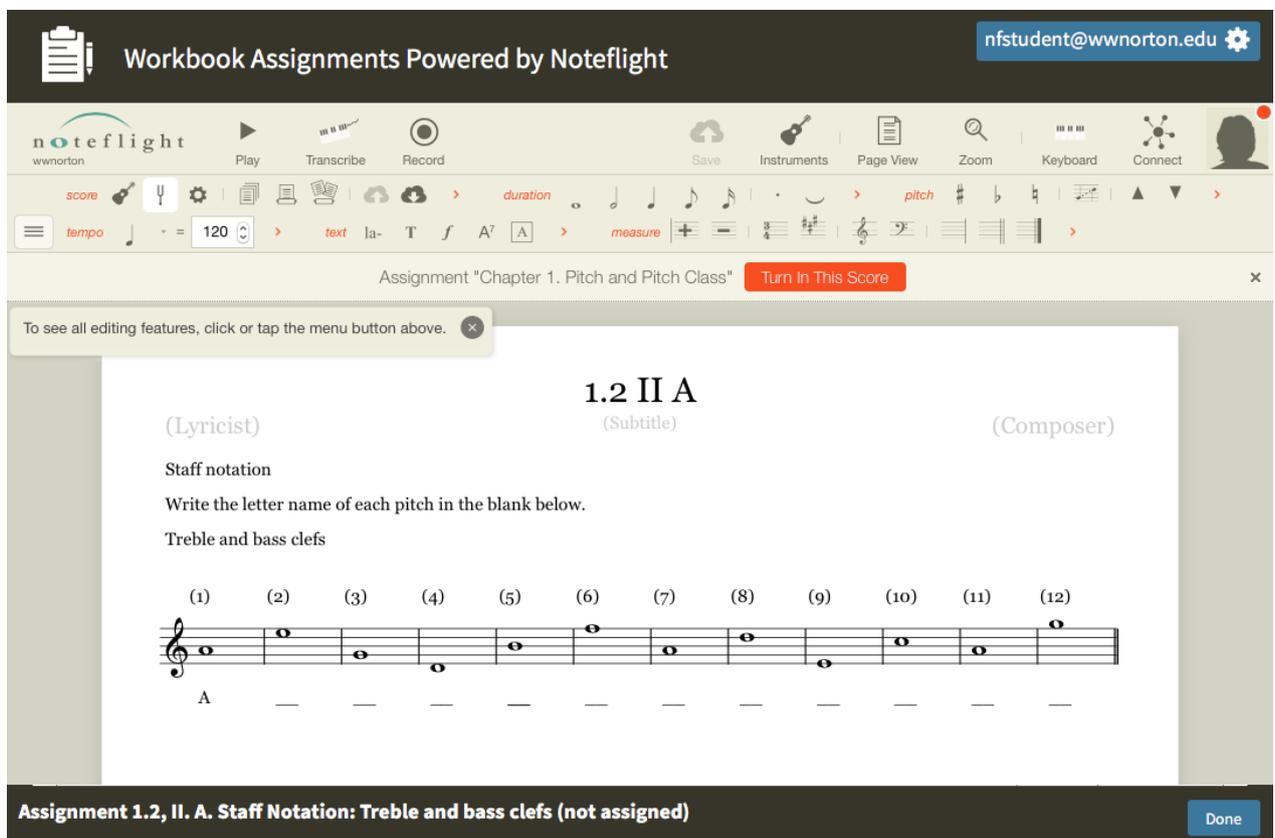
Before opening a worksheet in the online workbook, open a new tab in your Safari browser and go to [noteflight.com](https://www.noteflight.com). After the page loads completely, you can simply close the tab and return to the online workbook;

you do not need to sign in or interact on Noteflight's site.



The banner features the Noteflight logo and navigation icons (New Score, Home, Scores, Forums, Groups, Our Plans, Sign Up, Log In) at the top. The main heading is "Bring music to life" in orange. Below it, text reads "Create, view, print, share and listen to professional quality music notation on your computer, tablet or smartphone." A prominent orange button says "Join Noteflight", with a smaller link "Try the demo." below it. A statistic states "Join our 2,237,418 members in the world's best online music community." A row of small profile icons follows. At the bottom, three subscription options are listed: "Basic" (Create, view, print, hear and share professional), "Premium" (Create unlimited scores, compose and listen with), and "Learn" (A private website designed specifically for music).

After you close the Noteflight tab and return to the online workbook, you should now be able to successfully open and interact with all of the worksheets using Safari on your computer or iOS device.

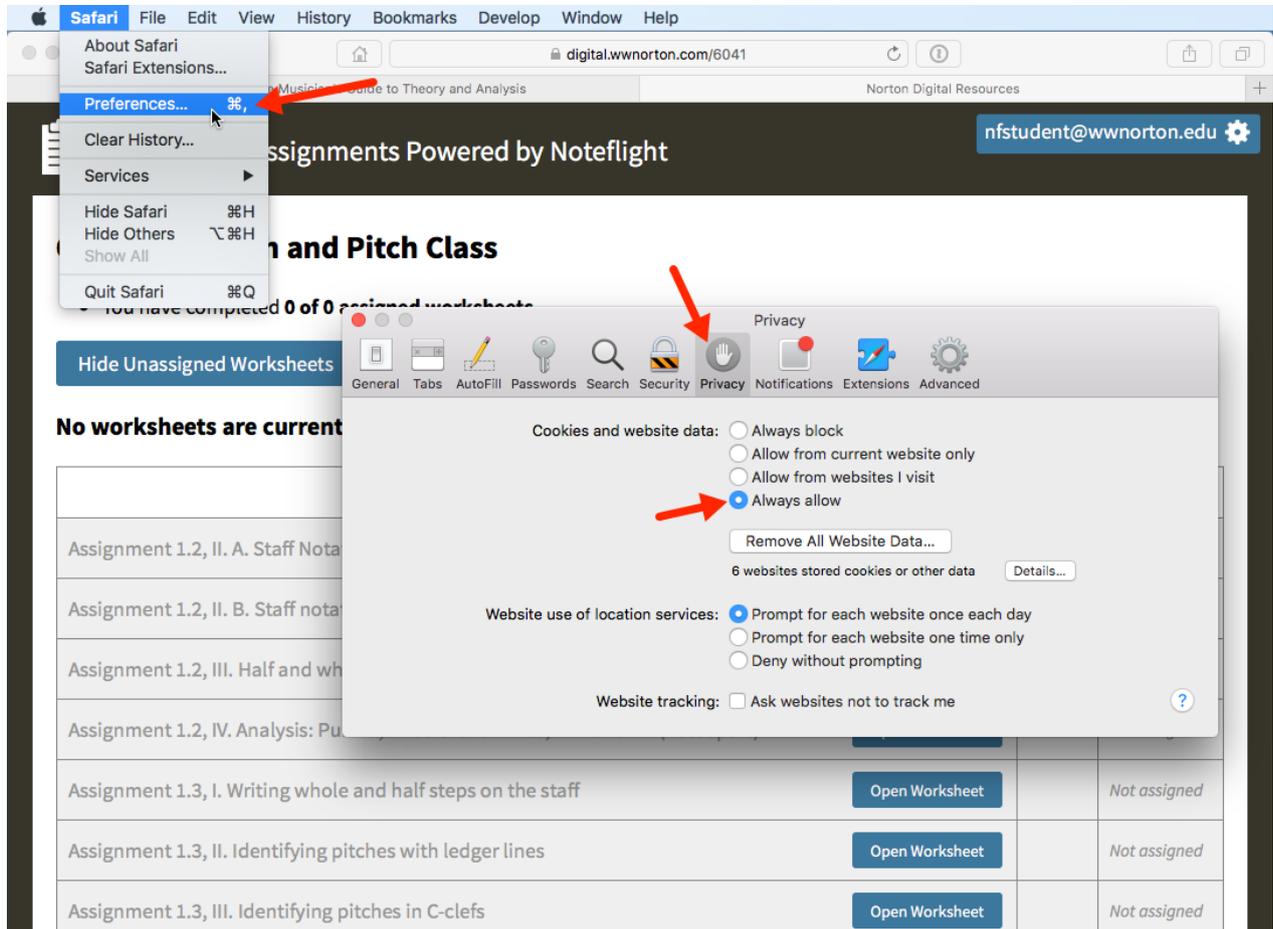


The screenshot shows a "Workbook Assignments Powered by Noteflight" interface. At the top right, the user email "nfstudent@wwnorton.edu" is displayed. The Noteflight toolbar includes icons for Play, Transcribe, Record, Save, Instruments, Page View, Zoom, Keyboard, and Connect. Below the toolbar, a "tempo" control is set to 120. The main content area is titled "Assignment 'Chapter 1. Pitch and Pitch Class'" and contains a worksheet for "1.2 II A". The worksheet includes fields for "(Lyricist)", "(Subtitle)", and "(Composer)". The instruction reads: "Staff notation Write the letter name of each pitch in the blank below. Treble and bass clefs". Below this is a musical staff with 12 numbered measures. The first measure contains a treble clef and a whole note 'A'. The remaining 11 measures are empty lines. At the bottom, a dark bar contains the text "Assignment 1.2, II. A. Staff Notation: Treble and bass clefs (not assigned)" and a "Done" button.

The permanent solution for macOS...

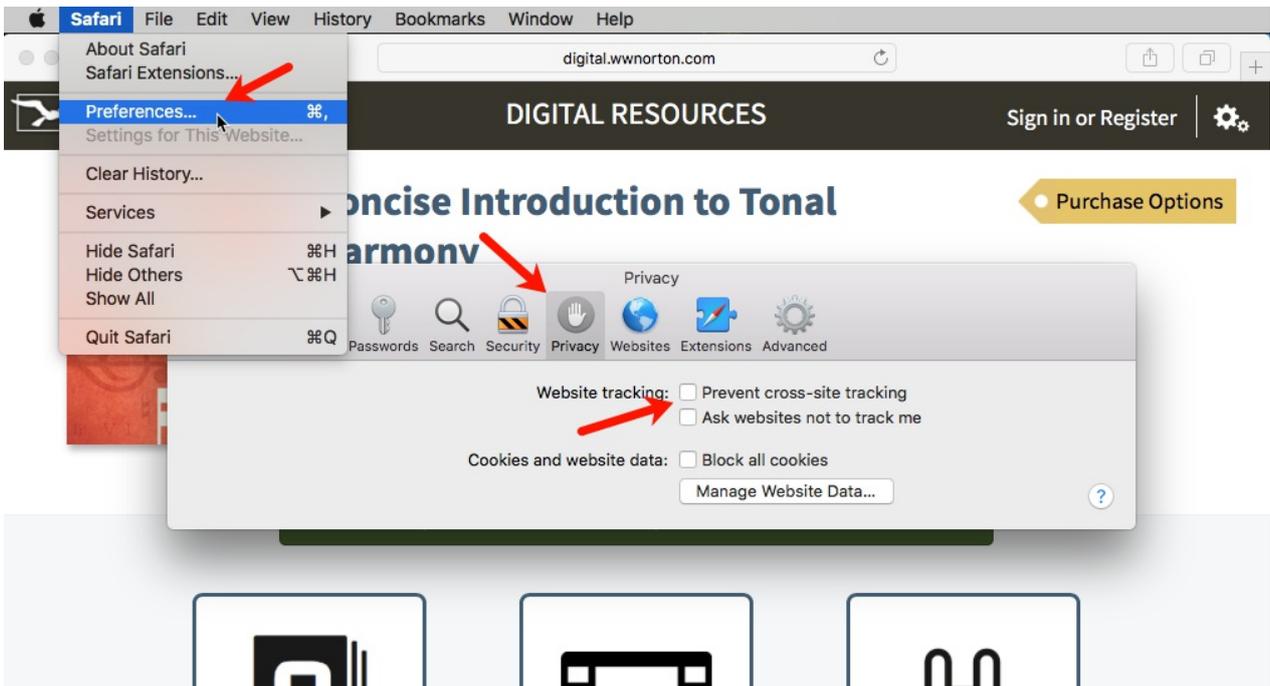
For Safari versions 11.0 or less

To fix this issue permanently within Safari on your computer, open the Safari menu, click on Preferences..., select the Privacy tab, and change the Cookies and website data setting to Always allow cookies.



For Safari versions 11.0 or later

To fix this issue permanently within Safari on your computer, open the Safari menu, click on Preferences..., select the Privacy tab, and uncheck the Website Tracking: Prevent cross-site tracking box.



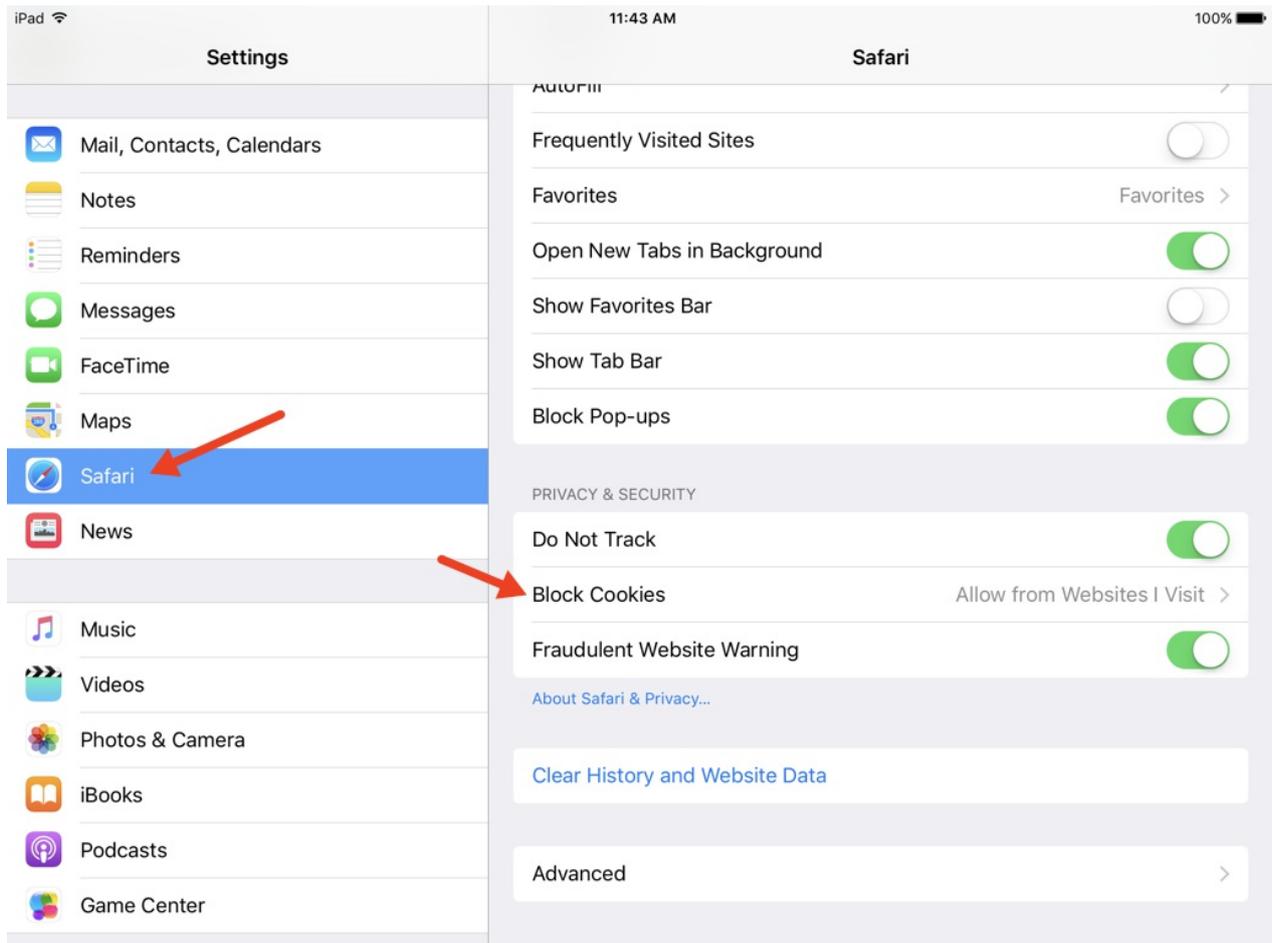
The permanent solution for iOS...

If you're using Safari on an iOS device, open the Settings app.

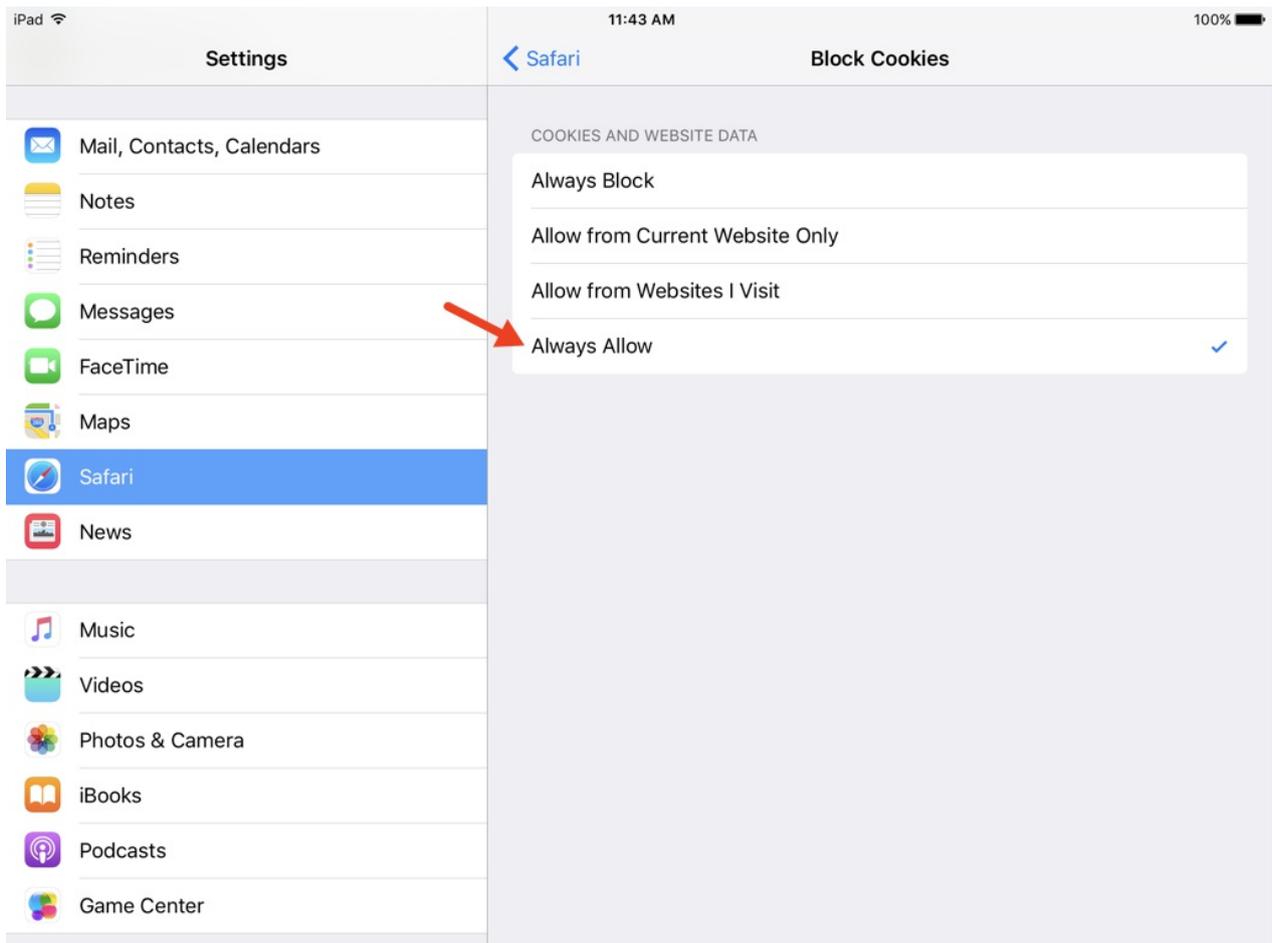


For iOS versions 10.0 or earlier

Scroll down the list on the left side of the screen and select Safari. Then, scroll down the options that appear on the right side of the screen and tap on Block Cookies.

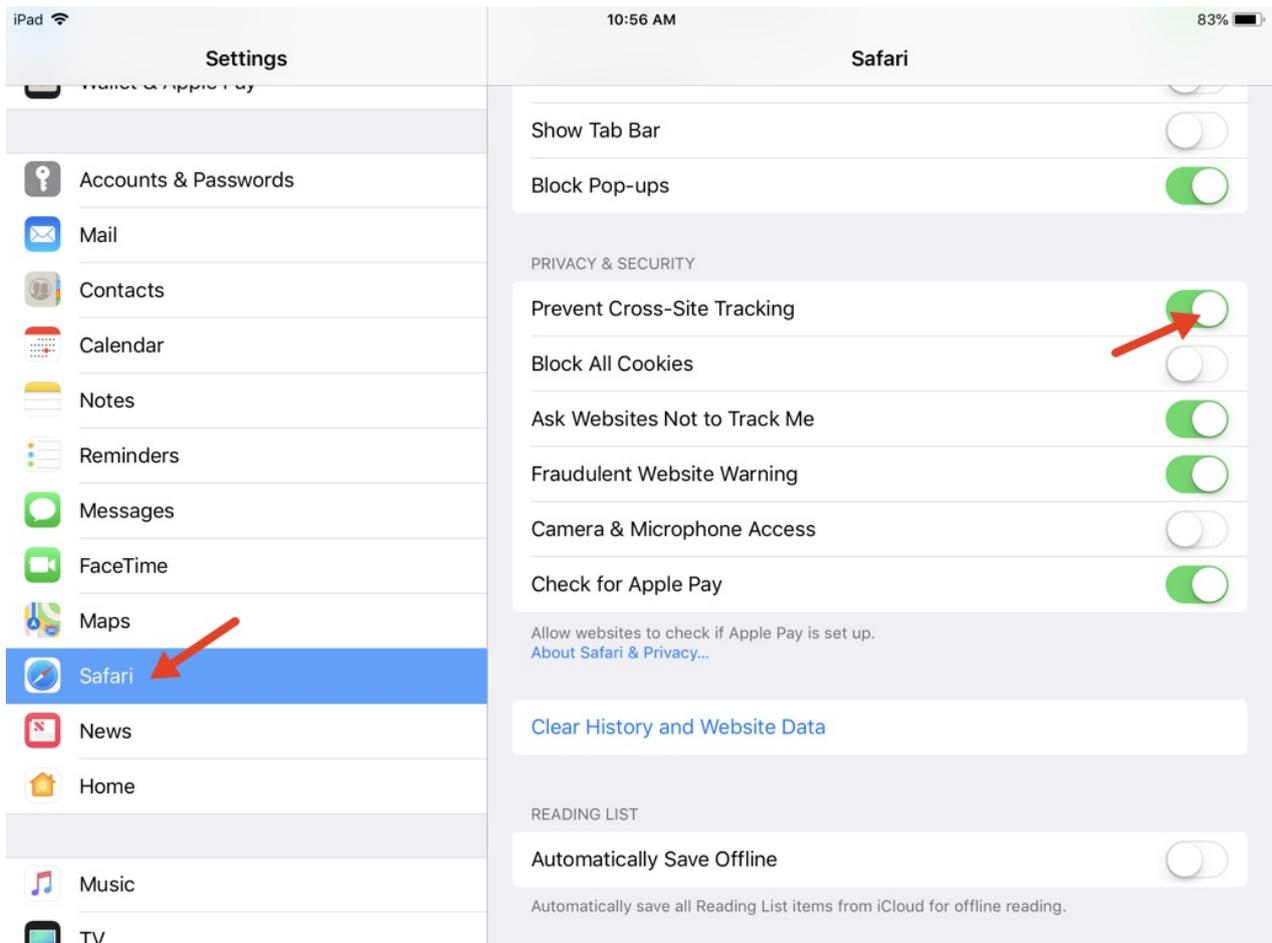


In the Block Cookies settings, select Always Allow. Once this change is made, you can close the Settings app and return to the online workbook in Safari.

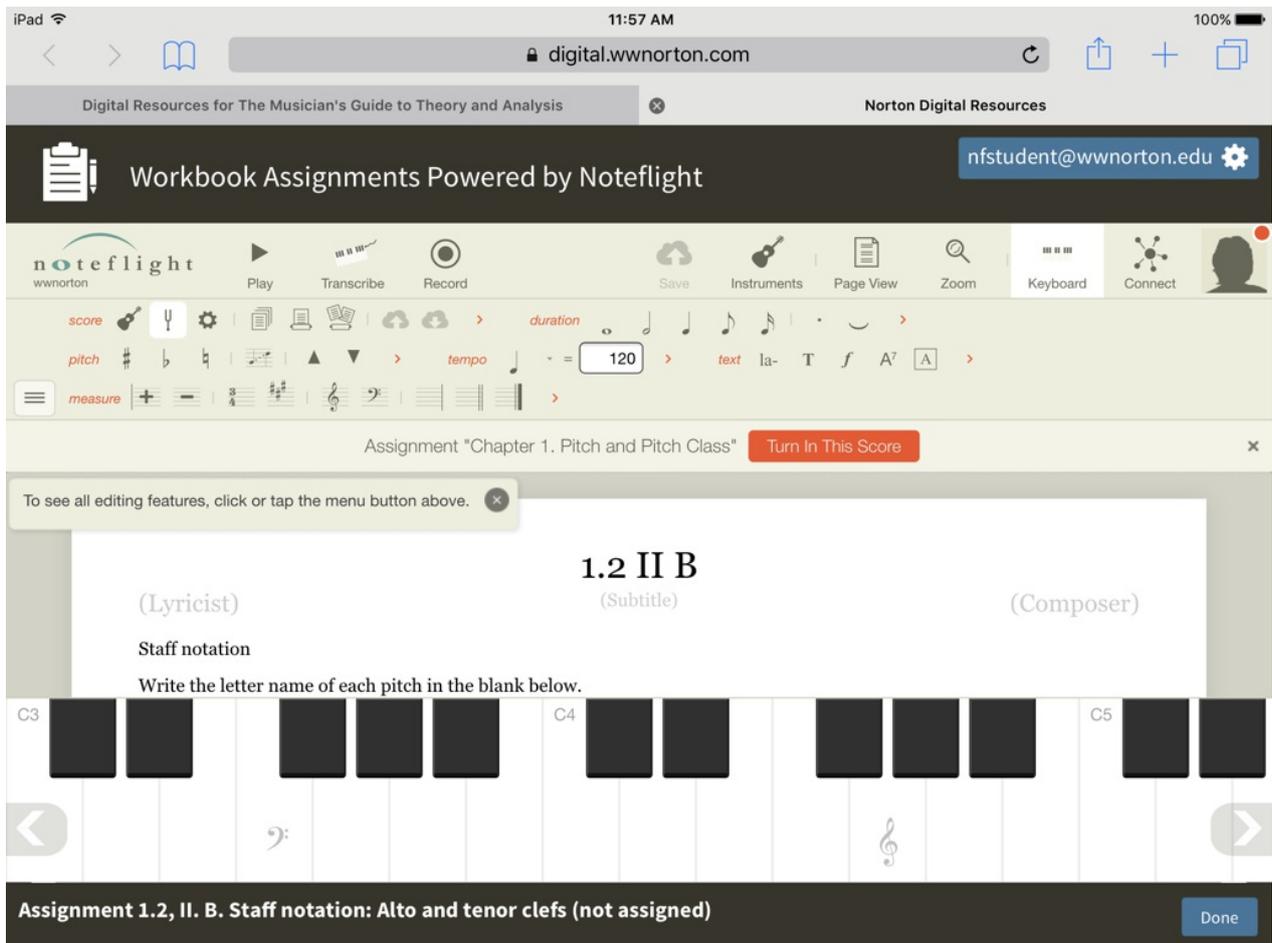


For iOS versions 11.0 or later

Scroll down the list on the left side of the screen and select Safari. Then, scroll down the options that appear on the right side of the screen and tap on the toggle for the Prevent Cross-Site Tracking option (the bar will turn white).



After making this adjustment on your computer or iOS device, you should be able to successfully open and interact with all of the worksheets found in the online workbook using Safari.



Why won't the worksheets load in Chrome?

Due to a default cookie setting within Chrome, the worksheets may fail to completely load and your screen will look like this:

Workbook Assignments Powered by Noteflight

nfstudent@wnnorton.edu

Assignment 1.2, II. A. Staff Notation: Treble and bass clefs (not assigned)

Done

The solution to this issue:

Go to the Settings menu in Chrome and scroll down to open the Advanced settings menu.

Digital Resources for Concise | x

https://digital.wnnorton.com/conciseharmony

W. W. Norton & Company, Inc.
INDEPENDENT PUBLISHERS SINCE 1923

DIGITAL RESOURCES

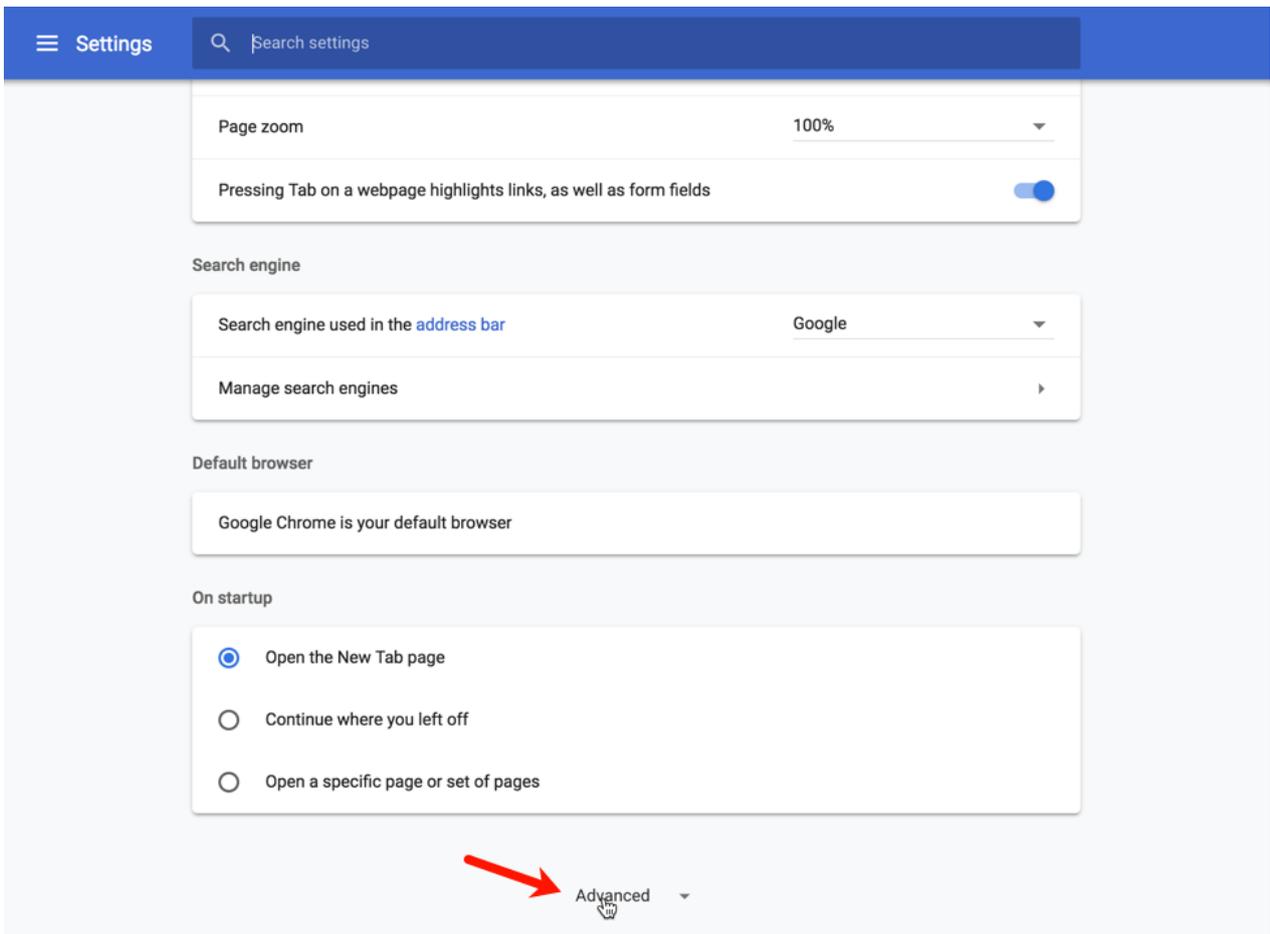
CONCISE INTRODUCTION TO TONAL HARMONY

Burstein and Straus

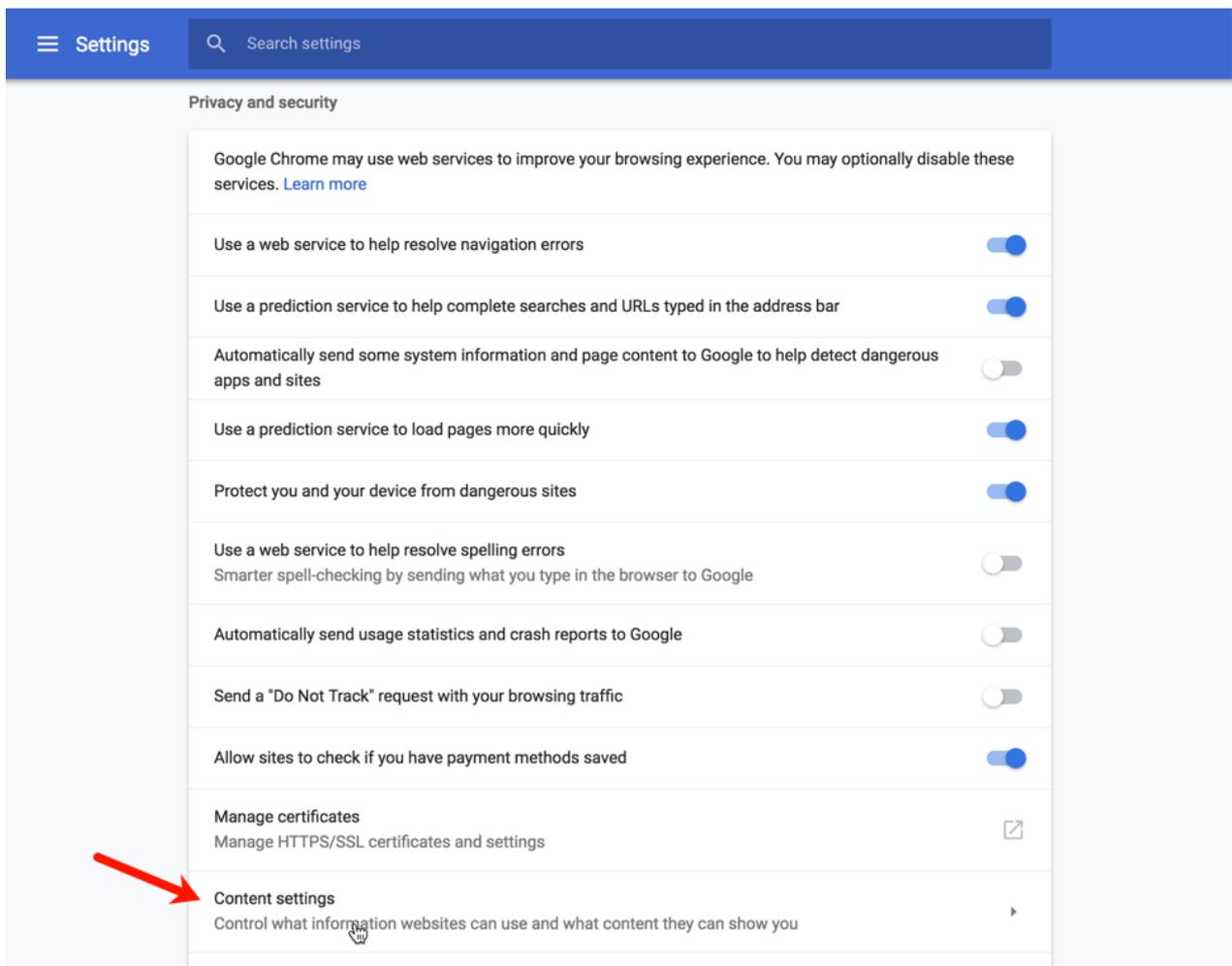
L. Poundie Burstein
Joseph N. Straus

Settings

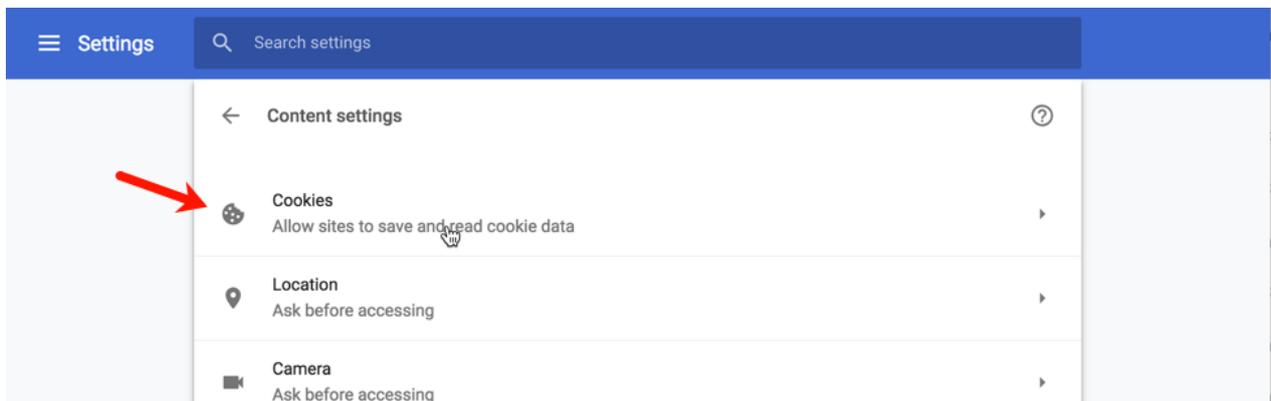
SIGN IN, REGISTER A CODE, OR PURCHASE ACCESS



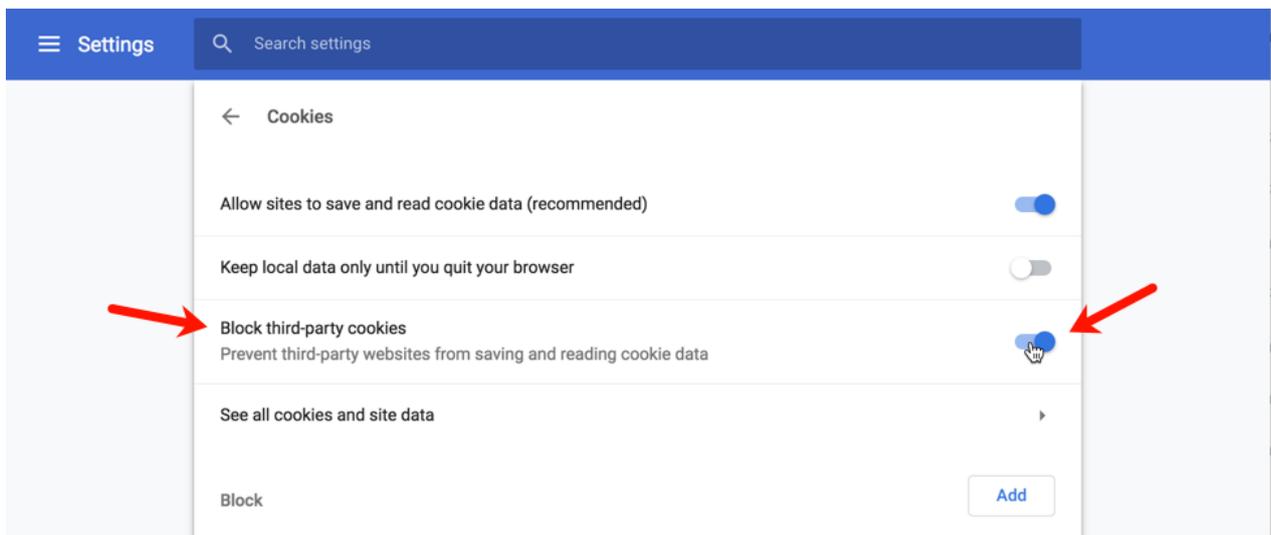
Within the Privacy and security settings menu, select Content settings.



Then select the Cookies menu.



Chrome automatically has Block third-party cookies set to on. Click on the blue toggle to the right of the menu to turn this off (the toggle will turn gray).



After making this adjustment on your computer, you should be able to successfully open and interact with all of the worksheets found in the online workbook using Chrome.

A screenshot of the Noteflight music software interface. The top header shows 'Workbook Assignments Powered by Noteflight' and a user email 'nfstudent@wnorton.edu'. The interface includes a toolbar with various musical notation tools and a control panel with 'score', 'duration', 'pitch', and 'tempo' (set to 120). The main workspace displays a worksheet titled '1.B Writing major scales'. The worksheet includes fields for '(Lyricist)', '(Subtitle)', and '(Composer)'. The instructions read: 'Write the ascending major scales indicated, using accidentals rather than key signatures. (Press "-" for a flat, "+" for a sharp, and "=" for a natural.)'. The first exercise is labeled '1.' and 'D major', showing a treble clef staff with a key signature of one sharp (F#) and a bass clef staff with a key signature of one flat (Bb). The bottom of the interface shows a status bar with '1.B Writing major scales (not assigned)' and a 'Done' button.