

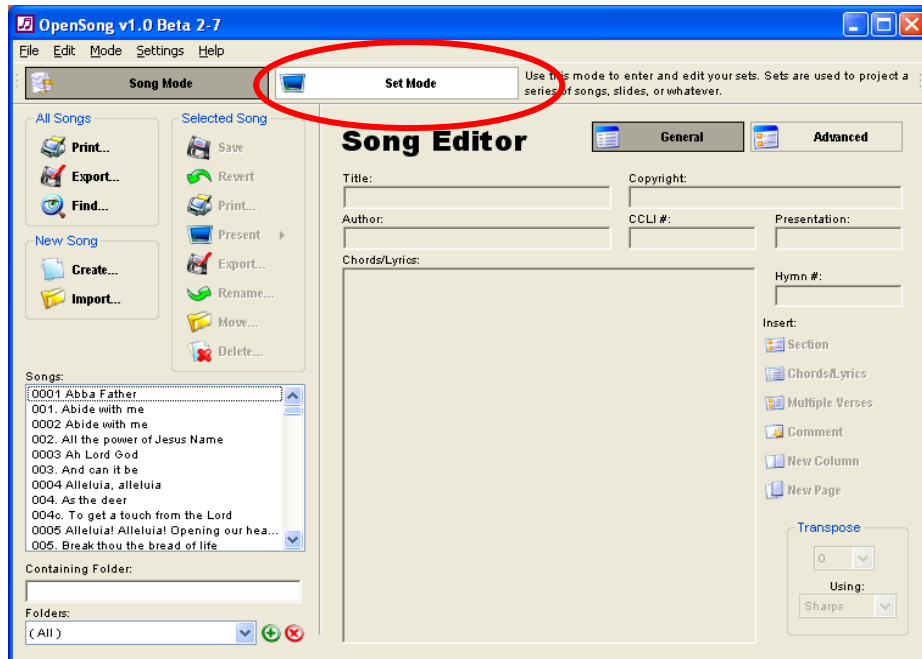
LC = left click

RC = right click

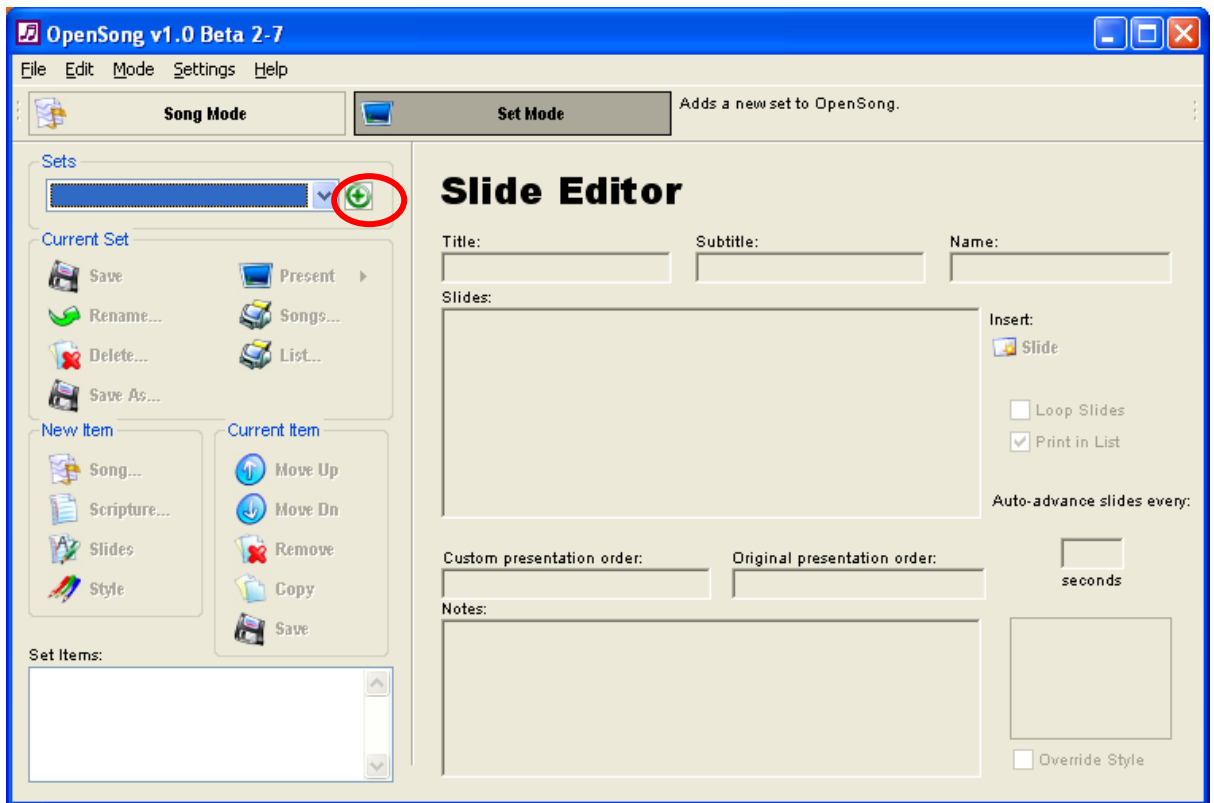
DLC = double left click

To Create a set in opensong:

1. START OPENSONG
2. LC on set mode:



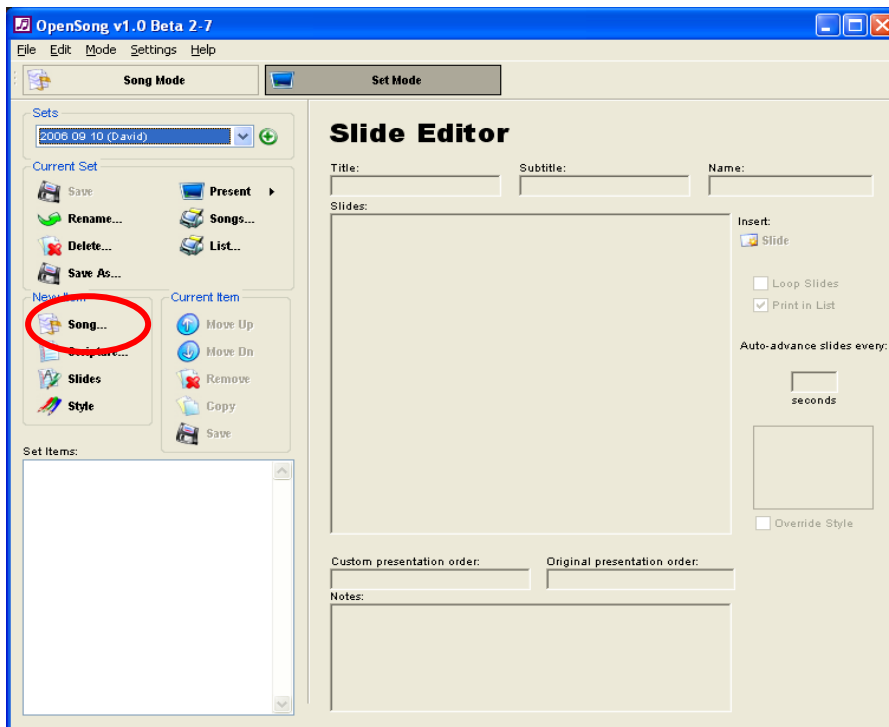
3. LC on green plus to add anew set



4. Name the set accordingly then LC on "OK"

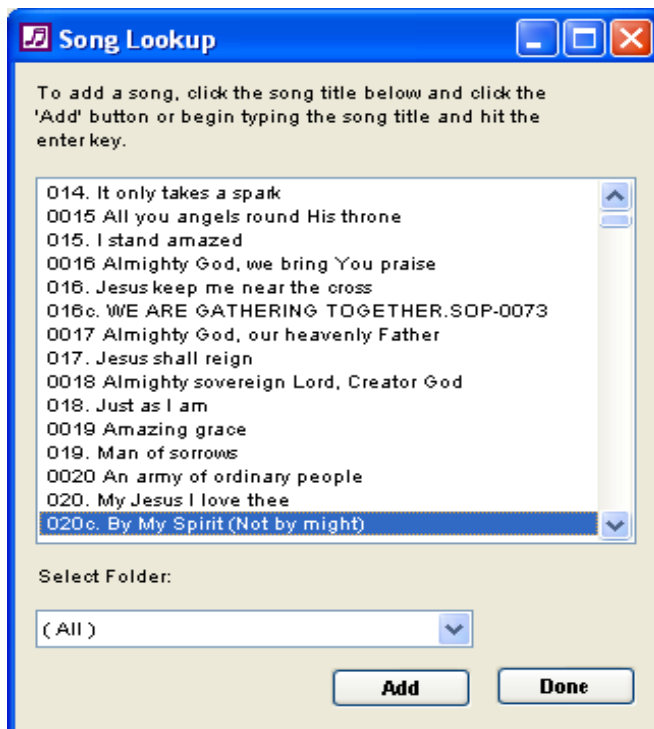


5. Select “new item/song”

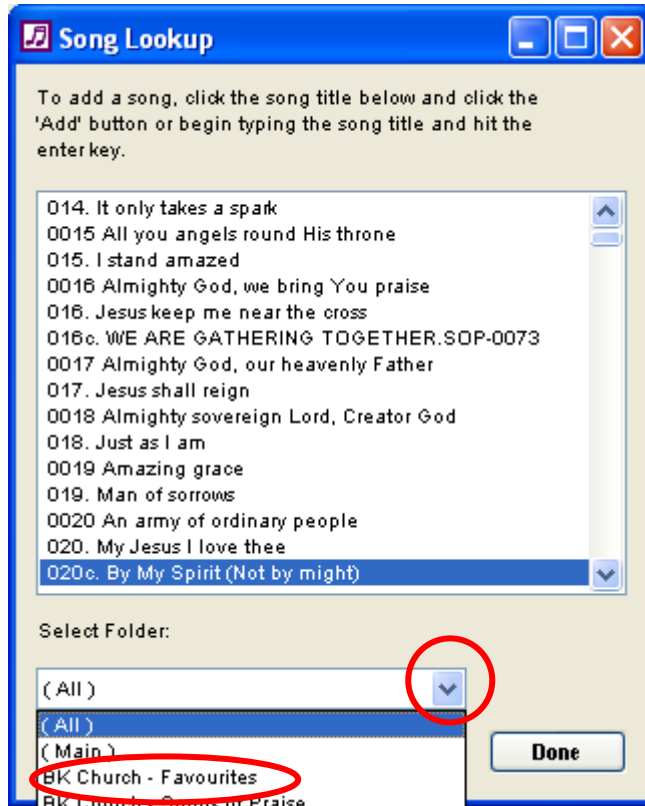


6. This may be the tricky part take note:

- a. Bruce Rock Favourites are numbered with three numbers only then a stop for example “020.” Type this as fast as you can and you will see it automatically be selected in the song lookup box. Then LC add
- b. BK Church – Songs of praise are numbered “020c.” three digits followed by a ‘c’

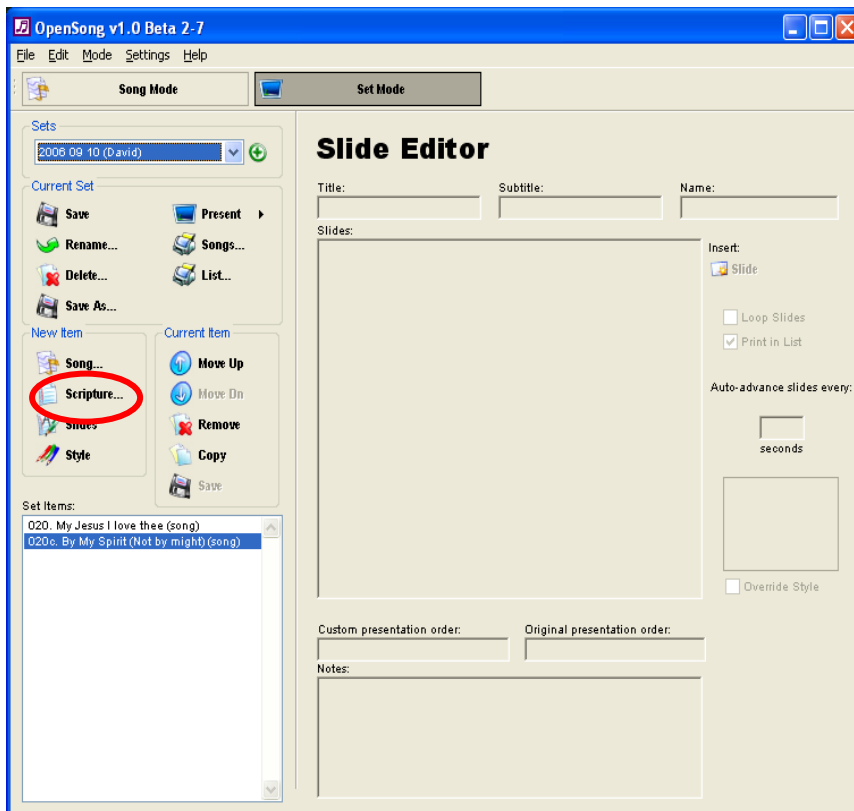


- c. If this is too tricky then notice the bottom left hand box in the song lookup screen that says “select folder” LC dropdown arrow then LC to select the required folder to filter out all other songs

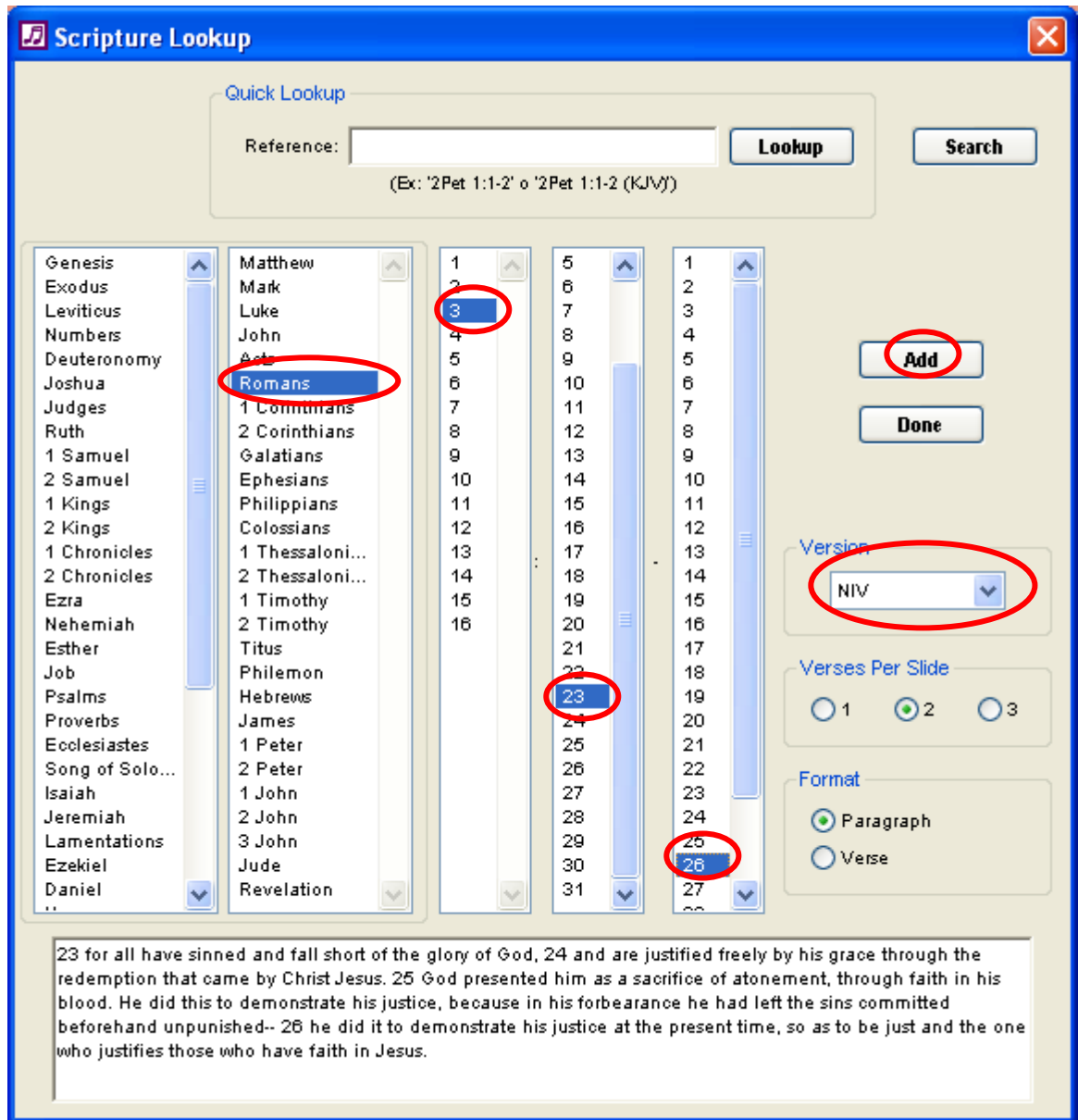


- d. When finished LC on “done”

- 7. To add scripture LC on “new item/scripture” the Scripture lookup window will open



- To select the bible reading first check the version is as required, usually “NIV” then LC on the Book, then LC on the chapter, then LC on the start verse then LC on the end verse then LC on “add” For example Romans 3:23-26 in the NIV



When finished LC on “done”