See General Information in the first section of the Manual for preparatory information.

**Recommended reference books**

**FIRST, SECOND, THIRD AND FOURTH GRADES**
- Baker, T. *Dictionary of Musical Terms* (Schirmer).
- Chambers, H.A. *Musical Manuscript* (Curwen).
- Evans, E. and Hind, H.C. *The Instruments of the Orchestra* (Boosey & Hawkes).
- Macpherson, S. *Rudiments of Music* (Williams).
- Morris, R.O. *The Structure of Music* (OUP).
- Spearritt, G.D. *Essential Music Theory, Grades 1, 2, 3 and 4* (All Music Publishing).
- Stanford and Shaw. The New National Song Book (Boosey & Hawkes).
- Thiman, E. *Musical Form for Examination Students* (Faber).

**FIFTH, SIXTH AND SEVENTH GRADES**
- Bach, J.S. *Two-part Inventions*.
- Evans, E. and Hind, H.C. *The Instruments of the Orchestra* (Boosey & Hawkes).
- *Harmony and Style, Book II* (Faber and Faber).
- Jacob, G. *Orchestral Technique* (OUP).
- Lovelock. *W. First Year Harmony* (Elkin).
- Lovelock. *W. Second Year Harmony* (Elkin).
- Morris, R.O. *Introduction to Counterpoint* (OUP).
- Morris, R.O. *The Structure of Music* (OUP).
- Scholes, P. *The Oxford Companion to Music* (OUP).
- Steele, J.A. *Free Counterpoint in Two Parts* (EMI Music Publishing).
- Thiman, E. *A Guide to Elementary Harmony* (Faber).
- Thiman, E. *Practical Free Counterpoint* (Faber).
- (In addition, the previously recommended books on the Rudiments of Music, and Melody Construction).

The following is a list of terms required in the grades. The meanings given are those which the Board considers to be satisfactory English equivalents.

**Terms required for First Grade**

**SPEED**
- Adagio, slowly
- Andante, at an easy walking pace.
- Moderato, at a moderate speed.
- Allegro, lively and fast.
- Presto, very fast.

**MODIFICATIONS OF SPEED**
- *Accelerando* (accel.), gradually becoming faster.
- *Rallentando* (ral.), gradually becoming slower.
- *Ritenuto* (rit.), immediately slower, or held back.
- A *tempo*, return to former speed.

**INTENSITY OF SOUND**
- *Crescendo* (cres.), gradually becoming louder.
- *Decrescendo* (decres.), gradually becoming softer.
- *Diminuendo* (dim.), gradually becoming softer.
- *Fortissimo* (ff), loud.
- *Pianissimo* (pp), soft.

**OTHER TERMS**
- *Legato*, smoothly, well connected.
- *Staccato*, detached, short.

**Additional Terms for Second Grade**

**SPEED**
- *Lento*, slowly.
- *Largo*, broadly.
- Allegretto, moderately fast.
- *Vivace*, lively, spirited.
- *Vivo*, lively, spirited.

**MODIFICATIONS OF SPEED**
- *Allargando*, becoming broader.
- *Più mosso*, quicker.
- *Menos mosso*, slower.

**INTENSITY OF SOUND**
- *Pianissimo* (ppp), very soft.
- *Fortissimo* (fff), very loud.
- *Mezzo forte* (mf), moderately loud.
- *Mezzo piano* (mp), moderately soft.

**OTHER TERMS**
- *Maestoso*, majestic.
- *Sostenuto*, sustained.
- *Sempre*, always.
Additional Terms for Third Grade

**SPEED**
- Largamente, broadly.
- Larghetto, rather broadly.
- Prestissimo, extremely fast, or as fast as possible.
- Con moto, with movement.

**INTENSITY OF SOUND**
- Calando, getting softer and slower.
- Morendo, dying away.
- Forte-piano (fp), loud then immediately soft.
- Sforzando (sf) or (sf'), a strong accent.

**OTHER TERMS**
- Agitato, with agitation.
- Attacca, go on at once.
- Animato, with animation.
- Tranquillo, calmly.
- Con anima, with feeling.
- Con brio, with spirit.
- Con grazia, with grace.
- Con forza, with force.
- Dolce, soft and sweet.
- Risoluto, with resolution.
- Ben marcato, well marked.
- Main gauche (M.G.), left hand.
- Main droite (M.D.), right hand.
- Tre corde, release the soft pedal.

**INTENSITY OF SOUND**
- Ad libitum, at pleasure, quite freely.
- Opus, a work or group of works.
- Loco, at normal pitch (after an 8vo sign).

**Additional Terms for Fourth Grade**

**SPEED**
- Tempo commodo, at a comfortable speed.
- Tempo giusto, at a consistent speed.
- L’istesso tempo, at the same speed.
- Non troppo, not too much.
- Grave, slow and solemn.

**MODIFICATIONS OF SPEED**
- Rubato, with freedom in the time.
- Stringendo, pressing on faster.

**INTENSITY OF SOUND**
- Perdendosi, dying away.
- Smorzando, dying away.
- Rinforzando, (rfg), reinforcing the tone.
- Pesante, heavily.

**OTHER TERMS**
- Cantando, in a singing style.
- Tenuto, (ten) held.
- Piacevole, pleasant, agreeable.
- Portamento, a smooth gliding from one note to another (as in singing or string playing).

**OTHER TERMS RELATING TO PERFORMANCE**
- Legato, staccato.

**SIGNS**
- Tie, slur, bar line, double-bar line.
SECOND GRADE 0002

Questions on:

Pitch and Tonality

Keys and Scales
The recognition and writing of scales and their key signatures as for First Grade, with the addition of D and A major, and of A, E, and D minor (harmonic form), through one or two octaves; including the positioning of their tones and semitones.

Intervals
Recognition and writing of all diatonic intervals above the tonic in the keys specified for the grade, in the treble clef (both quality and numerical value required).

Chords
Writing the tonic triad in root position in the keys specified for the grade, in the treble or bass clef.

Time and Rhythm
To the note-values and rests in the previous grade add:

\[
\begin{align*}
\text{in simple time:} & \quad \frac{3}{4}, \frac{3}{8}, \frac{3}{16} \\
\text{in compound time:} & \quad \frac{3}{8}, \frac{3}{16} \\
\text{as it occurs as an anacrusis before the bar-line:} & \quad \text{The semibreve (or whole bar) rest is to be added:} \\
\text{To the time signatures of the previous grade, add} & \quad \text{with or without anacrusis.}
\end{align*}
\]

Transposition
Candidates will be given a short melody in one of the keys and involving note values specified for this grade, and not more than eight bars in length, which they will be asked to transpose into another of the required keys for the grade. Only accidentals involving the leading note of the minor key will be introduced.

Terminology
In addition to the terms set for the previous grade, the English meanings of the following terms, together with their abbreviations and signs where applicable.

Speed
Lento, largo, allegretto, vivace, vivo.

Modifications of Speed
Allargando, più mosso, meno mosso

Intensity of Sound
Pianissimo, forteissimo, mezzo forte, mezzo piano.

Other Terms Relating to Performance
Maestoso, sostenuto, sempre, poco, molto, senza, cantabile, leggero, dal segno, da capo al fine, mezzo staccato.

Signs
As required for First Grade with the addition of the pause, repeat sign, signs for accent.

General Knowledge
(a) To show an understanding of simple duple, triple and quadruple time; and compound duple time.
(b) To recognise the form of a tune as Binary or Ternary, and to mark its main divisions, using the letters AB or ABA.

Creative
To mark the accentuation in a simple couplet of words by placing an upright line before each accented syllable or word.

THIRD GRADE 0003

Questions on:

Pitch and Tonality

Keys and Scales
The recognition and writing of scales and their key signatures as for the previous grades with the addition of E, Bö, Bö and Aö major, and of G and C minor (harmonic form), through one or two octaves. To show a knowledge of tones and semitones, and the technical names of the degrees of the scales.

Intervals
Recognition and writing of all diatonic intervals above the tonic in the keys specified for the grade, in the treble or bass clef.

Chords
(a) The writing on treble or bass stave of the three primary triads in close position in the keys specified for this and the previous grades, in root position and in their first inversions.
(b) The writing and recognition of the perfect and plagal cadences in these same keys, in four-part vocal styles.

Time and Rhythm
To the note values and rests in the previous grades add:

\[
\begin{align*}
\text{To the time signatures of the previous grades add:} & \quad \frac{3}{4}, \frac{3}{8}, \frac{3}{16}
\end{align*}
\]

Transposition
Candidates will be given a short melody involving note values specified for this grade, and not more than eight bars in length which they will be asked to transpose into one of the required keys for the grade. Simple accidentals may be involved.

Terminology
In addition to the terms set for the previous grades, the English meanings of the following terms, together with their abbreviations and signs where applicable.

Speed
Largamente, larghetto, prestissimo, con moto.

Intensity of Sound
Calando, morendo, forte-piano, sforzando.

Other Terms Relating to Performance
Agitato, attacca, animato, tranquillo, con anima, con brio, con grazia, con forza, dolce, risoluto, ben marcato, main droite (M.D.), main gauche (M.G.), una corda, tre corde, ad libitum.

Miscellaneous
Opus, loco.

Signs
As required for the previous grades with the addition of MM, &c.

General Knowledge
In addition to the requirements set for the previous grades in this section.

(a) To show an understanding of compound triple time, accidentals, sequence, anacrusis.
(b) To recognise Binary, Ternary and Rondo forms, and to mark their main divisions, using the letters AB, ABA, ABAC, etc.
(c) To show on treble and bass staves, the approximate compass of soprano, alto, tenor and bass voices as used in normal choral writing.
Creative
(a) To write a suitable rhythmic pattern to a simple couplet of words.
OR
(b) To write a melody of four bars in any major key up to two sharps or two flats, on a given rhythmic pattern. Phrasing should be included.