

HIERARCHY

A typographic *hierarchy* expresses the organization of content, emphasizing some elements and subordinating others. A visual hierarchy helps readers scan a text, knowing where to enter and exit and how to pick and choose among its offerings. Each level of the hierarchy should be signaled by one or more cues, applied consistently across a body of text. A cue can be spatial (indent, line spacing, placement) or graphic (size, style, color). Infinite variations are possible.

Writers are trained to avoid redundancy as seen in the expressions “future plans” or “past history.” In typography, some redundancy is acceptable, even recommended. For example, paragraphs are traditionally marked with a line break *and* an indent, a redundancy that has proven quite practical, as each signal provides backup for the other. To create an elegant economy of signals, try using no more than three cues for each level or break in a document.

EXPRESSING HIERARCHY

I	Division of angels	Division of angels
A.	Angel	Angel
B.	Archangel	Archangel
C.	Cherubim	Cherubim
D.	Seraphim	Seraphim
II	Ruling body of clergy	Ruling body of clergy
A.	Pope	Pope
B.	Cardinal	Cardinal
C.	Archbishop	Archbishop
D.	Bishop	Bishop
III	Parts of a text	Parts of a text
A.	Work	Work
B.	Chapter	Chapter
C.	Section	Section
D.	Subsection	Subsection

SYMBOLS, INDENTS,  
AND LINE BREAKS

INDENTS AND  
LINE BREAKS ONLY

Emphasizing a word or phrase within a body of text usually requires only one signal. *Italic* is the standard form of emphasis. There are many alternatives, however, including **boldface**, SMALL CAPS, or a **change in color**. A full-range type family such as Scala has many weight and style variations designed to work together. You can also create emphasis with a **different font**. If you want to mix font families, such as Scala and **Futura**, adjust the sizes so that the x-heights align.

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ebruary

**BOLD,**  
**ITALIC,**  
**UNDERLINED**  
**CAPS!**

TYPE CRIME  
TOO MANY SIGNALS  
*Emphasis can be created  
with just one shift.*

DIVISION OF ANGELS	angel
Angel	archangel
Archangel	cherubim
Cherubim	seraphim
Seraphim	
RULING BODY OF CLERGY	pope
Pope	cardinal
Cardinal	archbishop
Archbishop	bishop
Bishop	
PARTS OF A TEXT	work
Work	chapter
Chapter	section
Section	subsection
Subsection	

FONT CHANGE, INDENTS,  
AND LINE BREAKS

ALIGNMENT, FONT CHANGE,  
AND LINE BREAKS

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MAIN HEAD

## COMMON TYPOGRAPHIC DISEASES

MAIN TEXT

Various forms of dysfunction appear among populations exposed to typography for long periods of time. Listed here are a number of frequently observed afflictions.

SUBSECTIONS

**TYPOPHILIA** An excessive attachment to and fascination with the shape of letters, often to the exclusion of other interests and object choices. Typophiliacs usually die penniless and alone.

**TYPOPHOBIA** The irrational dislike of letterforms, often marked by a preference for icons, dingbats, and—in fatal cases—bullets and daggers. The fears of the typophobe can often be quieted (but not cured) by steady doses of Helvetica and Times Roman.

**TYPOCHONDRIA** A persistent anxiety that one has selected the wrong typeface. This condition is often paired with OKD (optical kerning disorder), the need to constantly adjust and readjust the spaces between letters.

**TYPOTHERMIA** The promiscuous refusal to make a lifelong commitment to a single typeface—or even to five or six, as some doctors recommend. The *typothermiac* is constantly tempted to test drive “hot” new fonts, often without a proper license.

*There are endless  
ways to express  
the hierarchy  
of a document.*

## COMMON TYPOGRAPHIC DISEASES

Various forms of dysfunction appear among populations exposed to typography for long periods of time. Listed here are a number of frequently observed afflictions.

*Typophilia* An excessive attachment to and fascination with the shape of letters, often to the exclusion of other interests and object choices. Typophiliacs usually die penniless and alone.

*Typophobia* The irrational dislike of letterforms, often marked by a preference for icons, dingbats, and—in fatal cases—bullets and daggers. The fears of the typophobe can often be quieted (but not cured) by steady doses of Helvetica and Times Roman.

*Typochondria* A persistent anxiety that one has selected the wrong typeface. This condition is often paired with OKD (optical kerning disorder), the need to constantly adjust and readjust the spaces between letters.

*Typothermia* The promiscuous refusal to make a lifelong commitment to a single typeface—or even to five or six, as some doctors recommend. The *typothermiac* is constantly tempted to test drive “hot” new fonts, often without a proper license.

