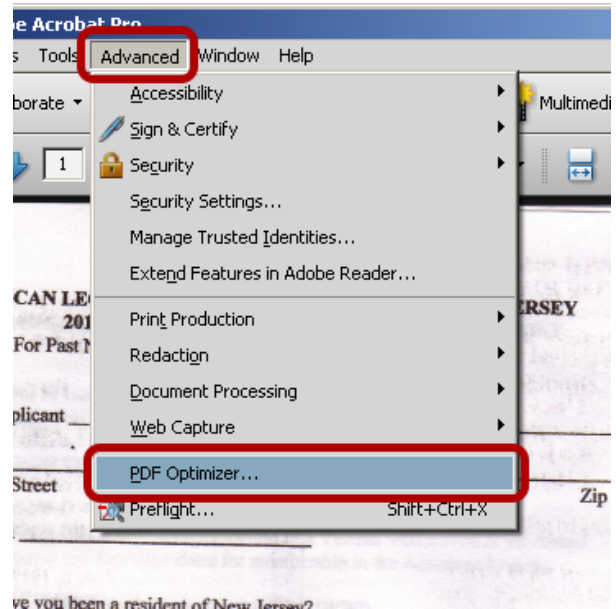


Reduce the File Size of PDFs

These instructions show you how use Acrobat Professional to quickly reduce the file size of an existing PDF file with little-to-no loss in quality.

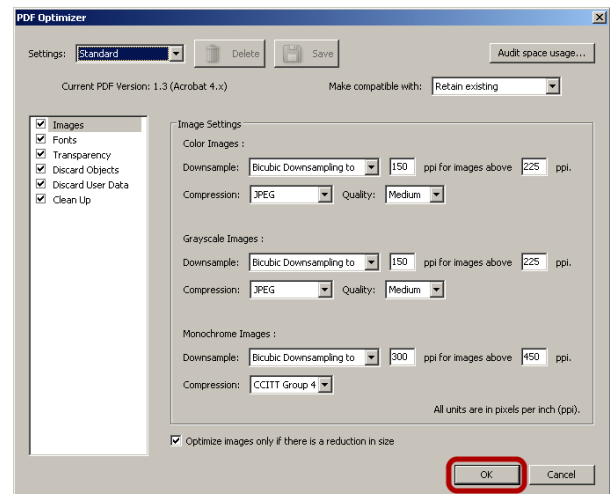
Step 1

Open the PDF in Acrobat Professional (NOT Adobe Reader) and from the **Advanced** menu, select **PDF Optimizer...**



Step 2

When the PDF Optimizer window opens, click **OK**.



Step 3

You'll then be presented with a **Save Optimized As** window. Click the **Save** button to overwrite the existing file with the new, smaller file.

