

# How to Merge Large PDF Files - Best Practices for Optimal Performance

## TechRounder PDF Edition

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## Quick answer

Almost every human on this planet has interacted at least once with PDF files. PDF files are an essential tool for most digital workers and professionals, widely used for preserving and sharing information.

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You can regularly discover many great things about PDFs, from learning how to combine PDFs for different operating systems to the benefits of merging documents into PDFs.

## Different OS, different options

PDF is a handy tool when sharing documents with colleagues or clients, especially in professional settings. Depending on your operating system, there are different options for use.

For example, if you're a Mac user, merging PDFs with Preview is much easier and quicker.

But, if you're a Windows user, there are many different options; let's say you can merge PDF on Smallpdf or by using Adobe Acrobat.

Doing so can help to reduce the risk of losing important information when you have everything in one place.

## A bit more about MacOS

Here's the thing about MacOS. You need to update it regularly if you want to use the tools like you should - easy and flexible. But sometimes, you can't afford it or just don't want to upgrade to the latest version.

In this scenario, you have an updated version, and a MacOS finder can help you. How?

For starters, just click the smiling face at the bottom left of your toolbar, and you will be accessing the MacOS finder.

Locate the files, select them, and merge them into one PDF by holding down the Command key. Don't forget that the order in which they appear follows your selection.

The next step is to right-click to open a menu and choose Quick Actions, followed by Create PDF.

If you wish, the rest of what is left to do is rename the PDF since it will be named after the first document you've selected.

## What about Windows users?

The first thing you need to do when you want to work with PDFs on Windows is to find a third-party application or multipurpose software and install it.

Plenty of free programs exist for simple purposes, but it's always better to find one that can do much more than just merge the files into one PDF.

Okay, if you have the desired software or an app, open it and choose the PDFs you want to merge. Don't forget about programs that stitch PDFs, ask permission to access your file manager, and let you select any stored files.

Some PDF programs allow you to combine them after selecting, but there are also ways of converting files into a wide range of formats - mostly depending on the program you're using.

## Linux users, we think about you too!

The process is easy since there are a lot of versions of PDF tools you can download, and you can use the necessary features to combine them into one document. And most of them have a process that looks like this:

After you install the application, click Merge in the left column, then click Add in the right column to select your PDF files and arrange them by moving them up and down.

Choose your destination folder and name your document. Then, click Run to get a new merged file in the chosen folder. Also, you can rotate, split, or even extract pages from the documents. And that's it!

Sometimes, the simplest solutions are just around the corner-try some online features for merging large PDF files.

It's a lot cheaper than buying software, and storing your files in a cloud is sometimes crucial - if you don't want to drain any capacity from your computer.

Merging documents online or not, it's up to you - but with everything in a single and centralized document, it's far more accessible to manage.

## Other devices can help out!

Sometimes, you're in a rush, and sharing an item in one document is urgent. You can do it through your mobile device, any type of tablet, or iPad as well. Whatever your device, there is a solution with user-friendly apps.

## Hey, but why should you merge large PDF files?

There are several reasons why merging large PDF files can only bring benefits:

- Organizational improvements
- Faster printing
- More storage space
- Sharing is easier

## Keep the workflow in harmony

If you are responsible for any project management, you probably know how essential it is to be or become more efficient in everything you do. This is where organizing your documents into individual PDF files comes in handy.

Let's say you have multiple projects at once, and combining the relevant documents for each project into one file, makes it easier to find access.

Documents in PDF are almost always identical when displayed on a monitor and on paper. This is why printing is so efficient: There are no separate documents to open and click on print. Everything is in one place.

When you are storing multiple documents in one file, logically, it's consuming a lot more computer space. Also, other file formats often require more space if they have visuals like graphs, images, charts, and tables.

Instead of sending multiple attachments or emailing different documents, consolidating them all into one file streamlines the process.

This is adequate when delivering reports to your supervisor because you're making it easier for the recipient to open, view and save if needed.

## **Simplify the process**

Yes, managing a large number of PDF files can be difficult. Of course, there are many drawbacks to large file sizes or time-consuming operations, but to reduce the process and improve organization, you need to consider everything.

Following the benefits from above, you should strive to find an ideal solution.

Maybe a reliable tool with no limitations can help merge big PDFs into one document and enhance your business to the next level!

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