

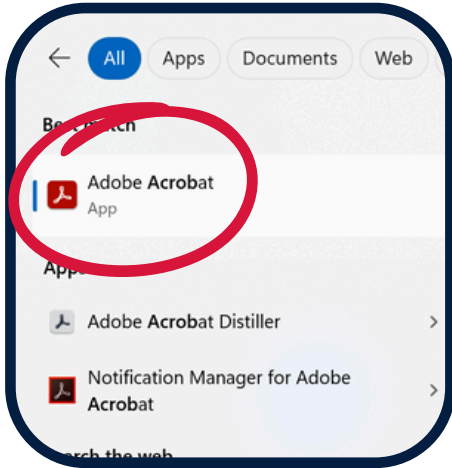
T4L Support Guides

Adobe Acrobat Pro

Combine Files

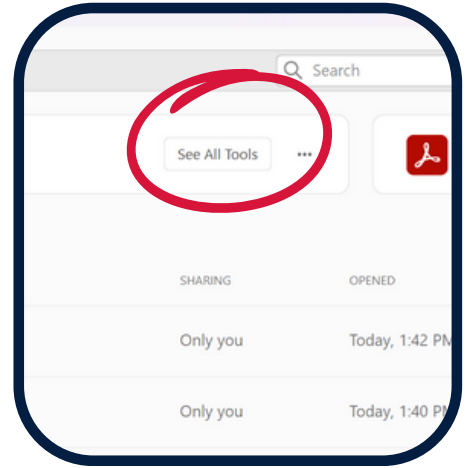
Step 1

Open Adobe Acrobat Pro.



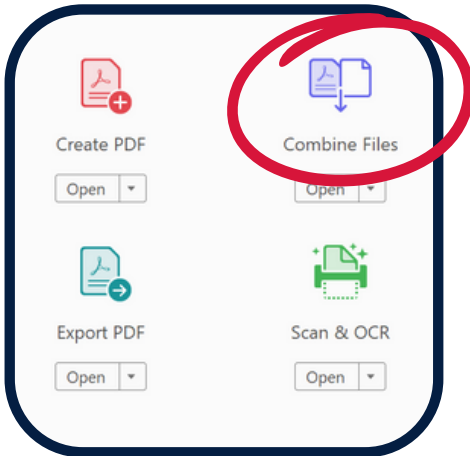
Step 2

From the top middle of the window, select **see all tools**.



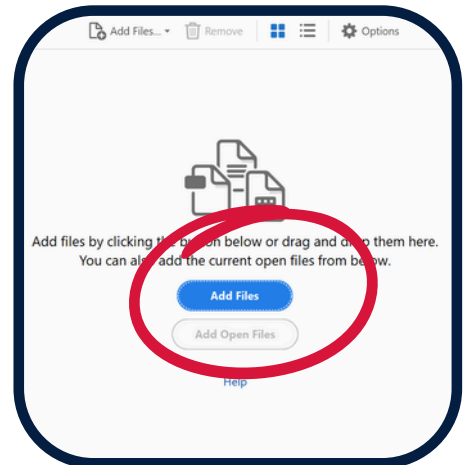
Step 3

Select **combine files**.



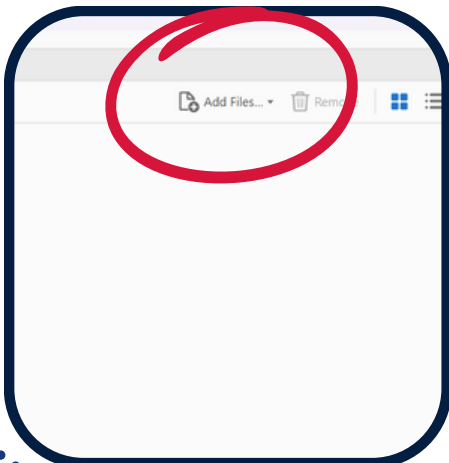
Step 4

Select **add files** and navigate to one of the required PDFs. Select **open**.



Step 5

Select **add files** from the top middle of the screen, and again from the drop down menu. Navigate to the next PDF and select open.



Step 6

Continue to add all required PDFs.



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Step 7

Drag and drop the files into the correct order.



Step 8

Select **combine** in the top right corner and the **save** icon when done.

