Option 1: Acrobat Pro

1. Open Acrobat Pro
2. Select "Tools" in the top left corner
3. Select Open
4. Click the "Add Files" button
5. Select your desired files by holding down "shift" and selecting the files.
6. Click Combine in the upper-left corner.
7. Then select "File" then "Save As"
8. Select "Reduce File Size" and where you want the file to be saved
9. Name your file with the proper specifications

Option 2: Download a free trial of Acrobat Pro

1. Open Acrobat Pro
2. Select "Tools" in the top left corner
3. Select Open
4. Click the "Add Files" button
5. Select your desired files by holding down "shift" and selecting the files.
6. Click Combine in the upper-left corner.
7. Then select "File" then "Save As"
8. Select "Reduce File Size" and where you want the file to be saved
9. Name your file with the proper specifications

Option 3 for a Mac: Use Preview

1. Open Finder
2. Left Click on one of your files
3. Hover over "Open With"
4. Select "Preview"
5. Go to "View" in the toolbar
6. Select "Thumbnails"
7. Drag other files from Finder underneath the thumbnail of the previous file
8. Reorder if needed
9. Then select "File" and then "Print"
10. Select Show Details if you need to change the orientation
11. Select "PDF" and then "Save as PDF" in the bottom-left corner
12. Name your file and select its location

Option 4 for Windows: Use File Explorer

1. Right click on the desired files
2. Go to the toolbar and hover over "File"
3. Select Print
4. Select "Microsoft Print to PDF" in the drop down
5. Select "Option" and then "Printer Properties" to change the orientation
6. Click "Ok" and then "Print
7. Name the File and click "Save"