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# Compression of large *PDF* (text), *PPTX* (presentation), *PNG/JPEG* (graphics) files

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wecompress

# Compression of large files

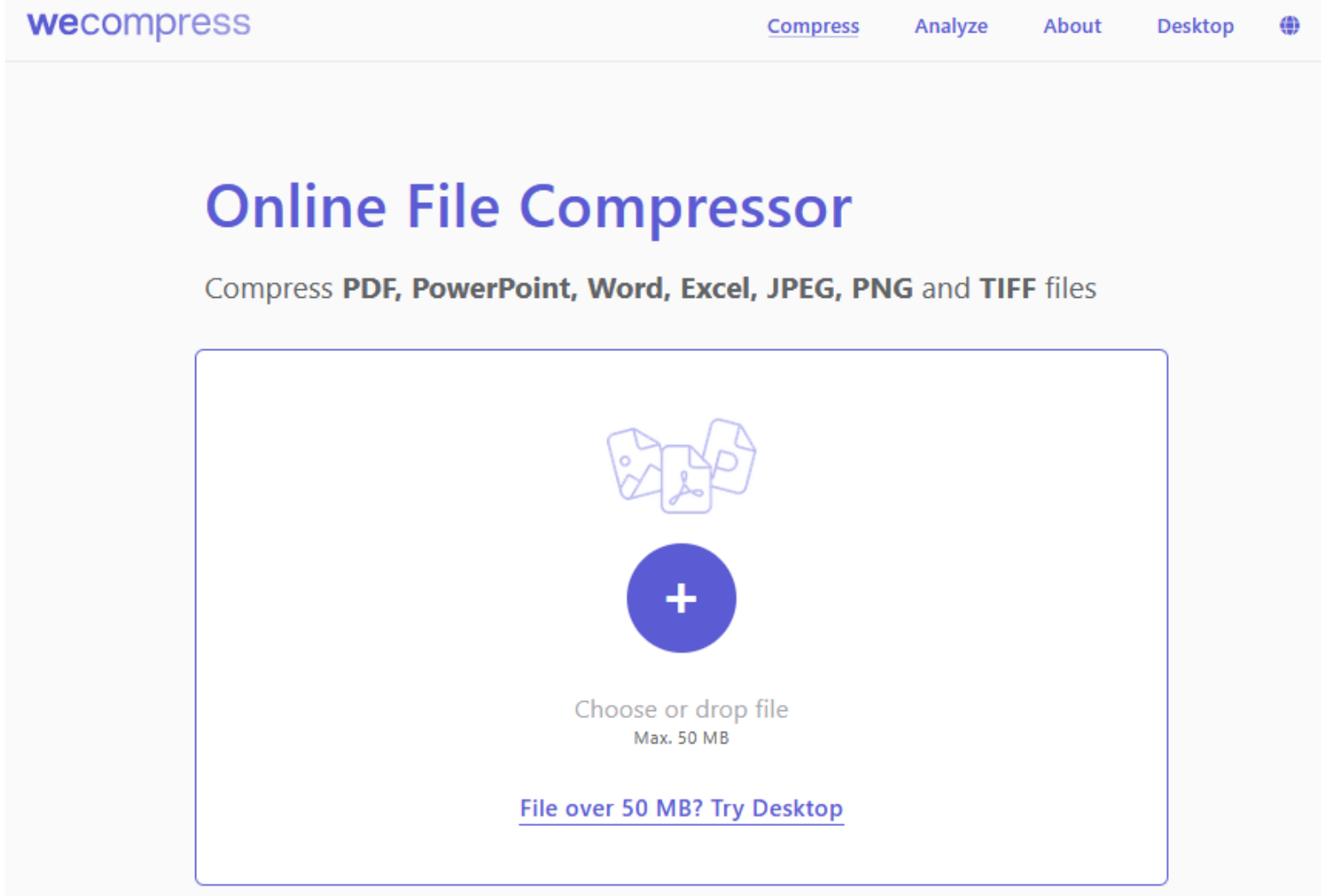
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## Online File Compressor

- If you are having difficulty sharing large files in *MS Teams* during online meetings
- If you are having difficulty uploading large files, such as PDF (text), PPTX (presentations), PNG/JPEG (graphics) in the *Moodle* environment because the file size is limited to 10 MB
- We recommend reducing (compressing) the size of documents using online compression tools.

# Compression of large files

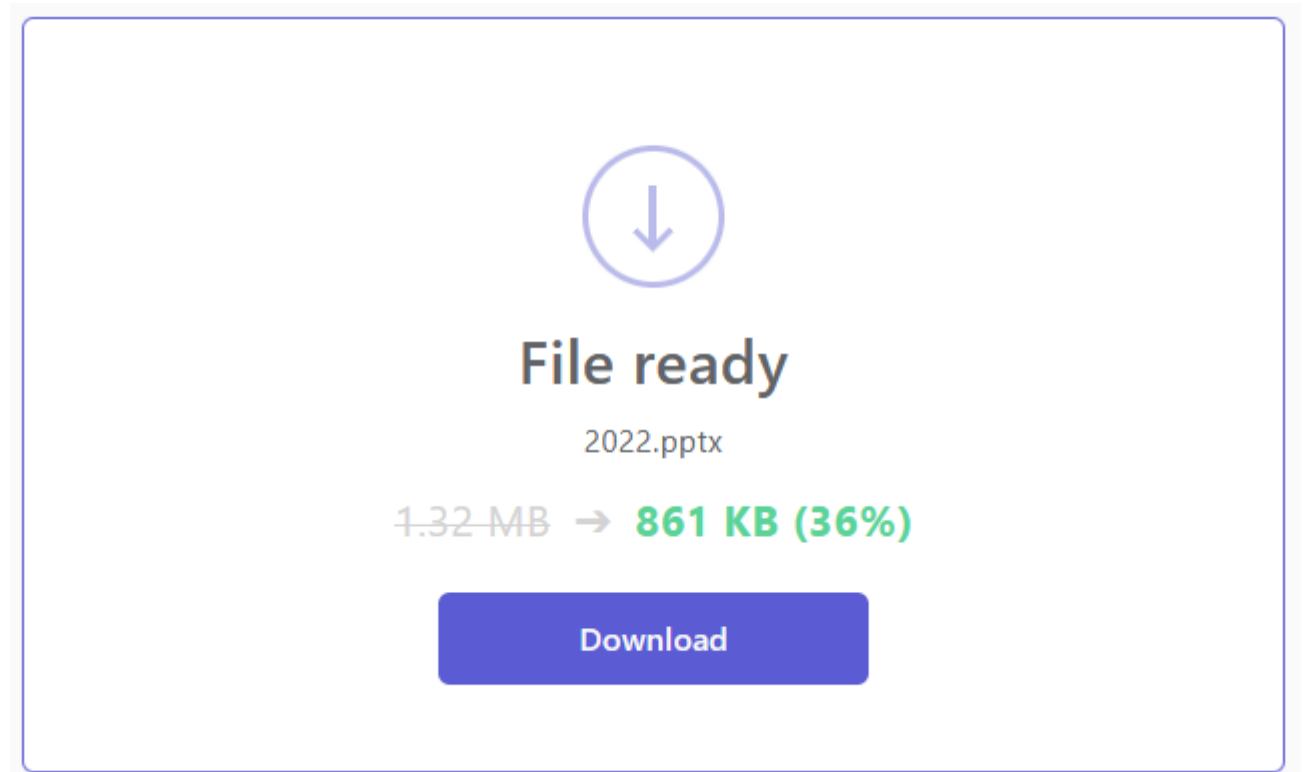
- The online tool *Wecompress* (<https://www.wecompress.com/en/>) can compress files in PDF, PPTX, DOCX, XLSX, JPEG, PNG, and TIFF formats.
- Upload the file you want to compress to the *Wecompress* website.
- The uploaded file will automatically start processing — it will be compressed.



# Compression of large files

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- The processing takes a few minutes.
- After processing, the result is displayed with the compression percentage and the option to download the processed file.
- The free online version of the *Wecompress* tool allows you to compress files up to 50 MB



# Notes

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Free online file compression tools may limit:

- the size of the uploaded file
- the number of files that can be uploaded per day
- the compression percentage
- the compression speed
- the number of pages
- the graphics resolution.



Compression tools may **damage/distort** some slides.

It is **recommended** to save PPTX format documents in PDF format and then compress the PDF format document.