Making PDFs smaller for iPad

Launch Automator in your Applications folder
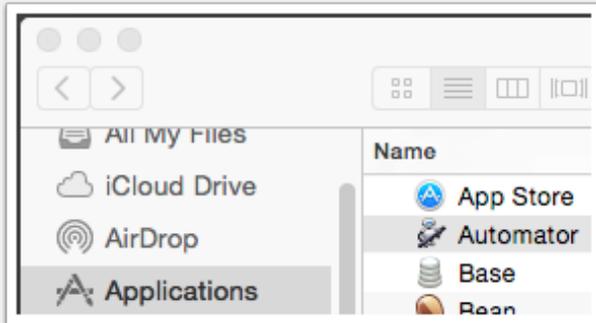
Choose Workflow
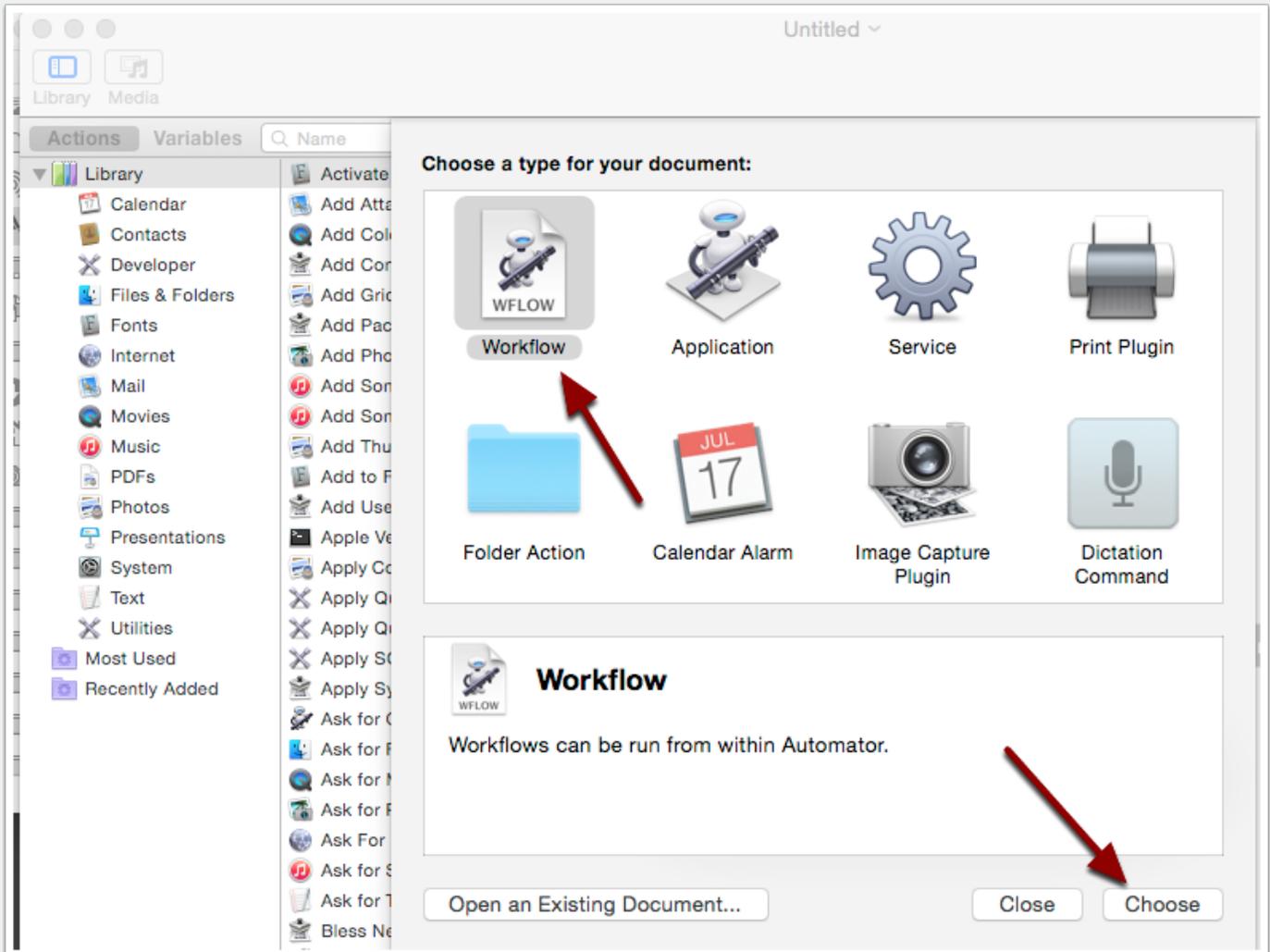
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Select Files & Folder and then double-click on Ask for Finder Items - click Allow Multiple Selection

Multiple selection allows you to process more than one file at a time by selecting while holding the shift key down.
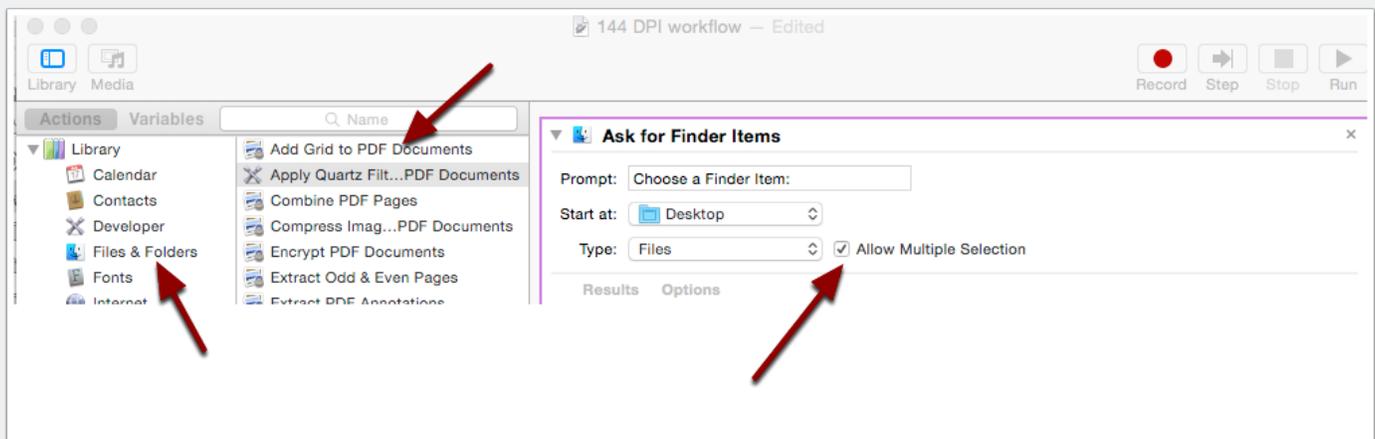
Choose PDFs and Apply Quartz Filter to PDF Documents

Choose PDFs on the left and double-click on Apply Quartz Filter to PDF Documents. A prompt will appear. Choose Add.
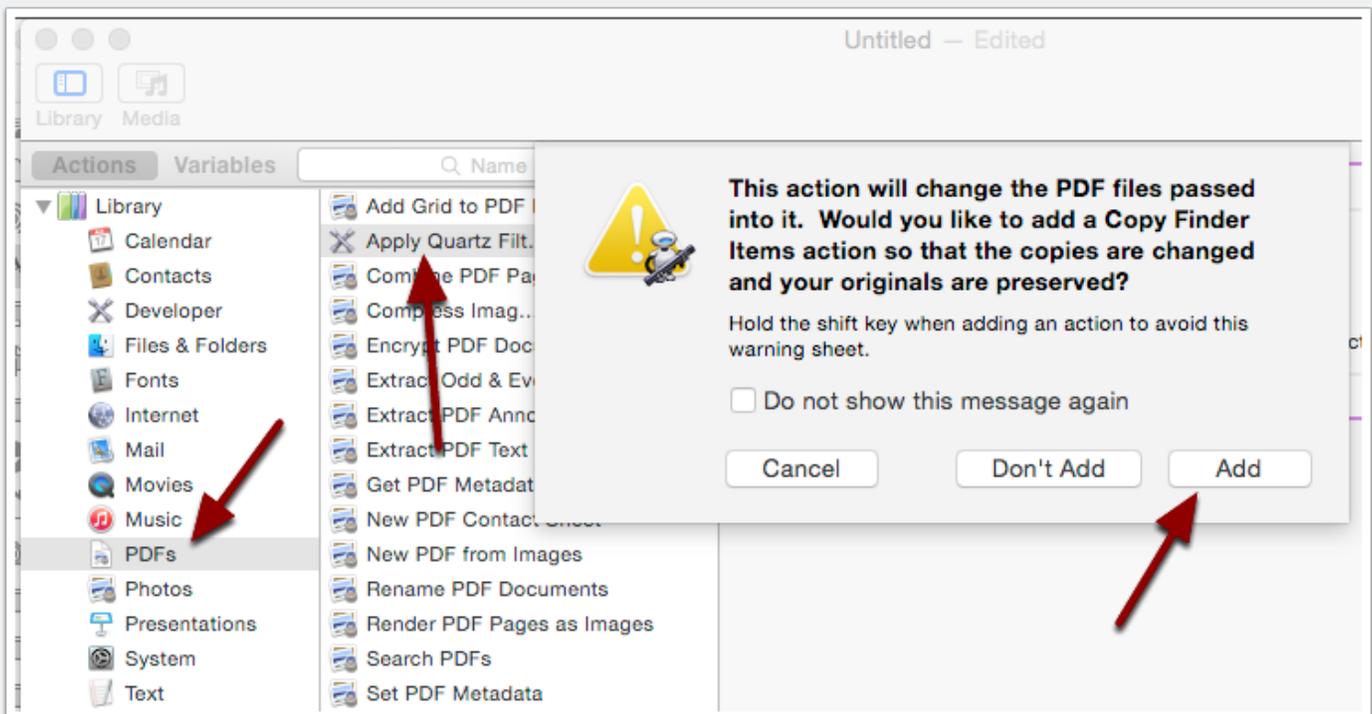
Choose where you want your new smaller PDFs to be created.

Desktop is the default, press and choose another folder where you want your files created.
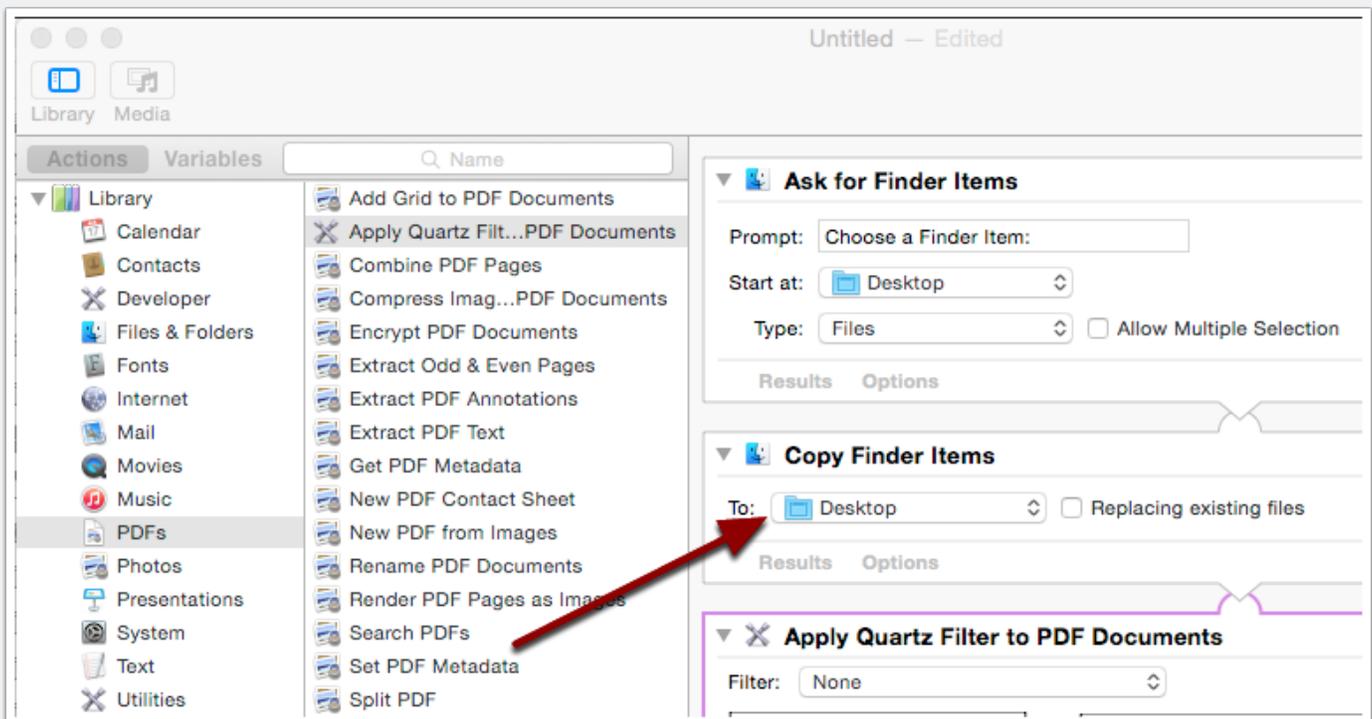
Setup the Quartz Filter Settings

Click Advanced options
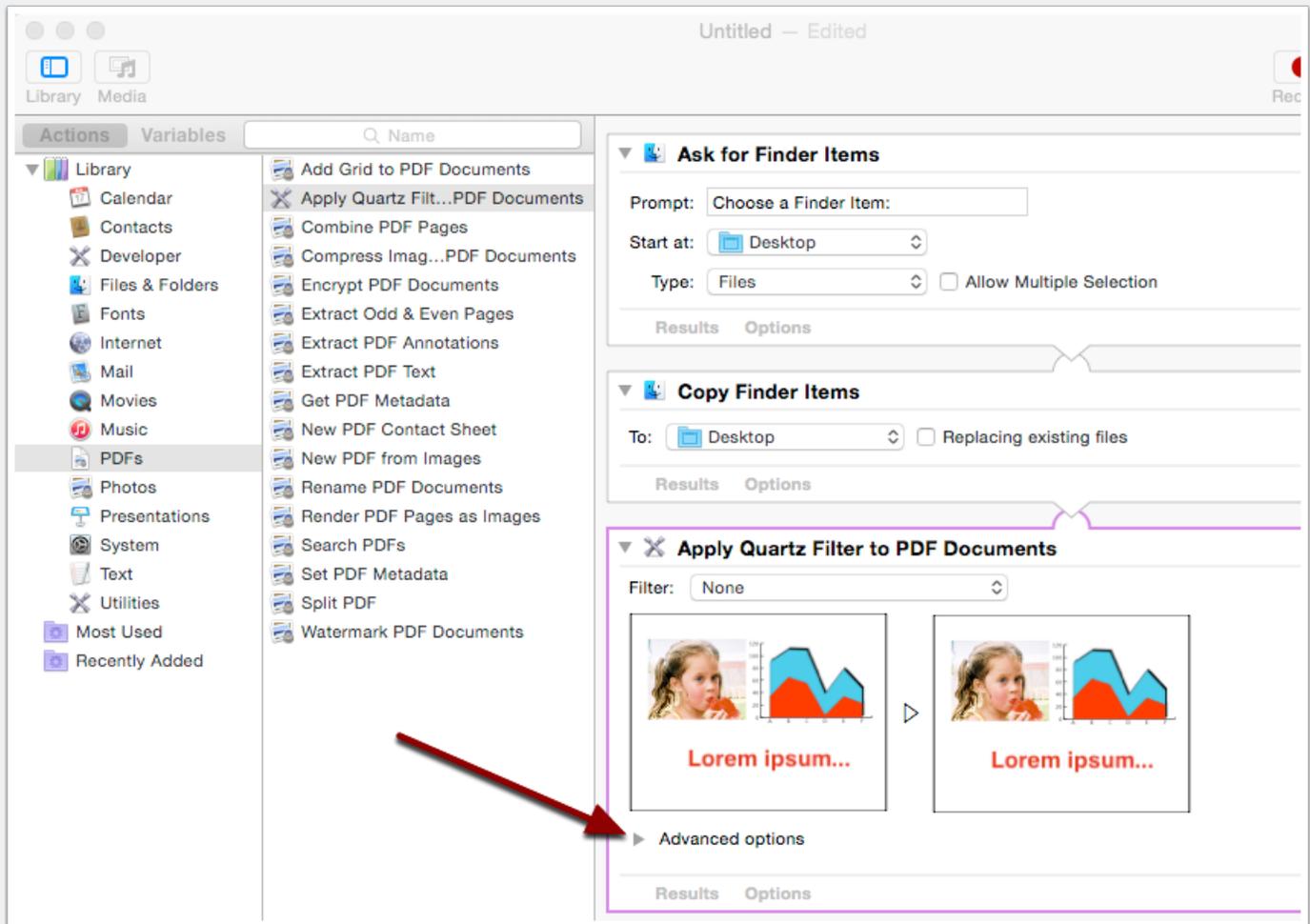
Duplicate the Reduce File Size Filter

Click on the drop down arrow and choose Duplicate Filter. Give the filter a name - in this case 144 DPI
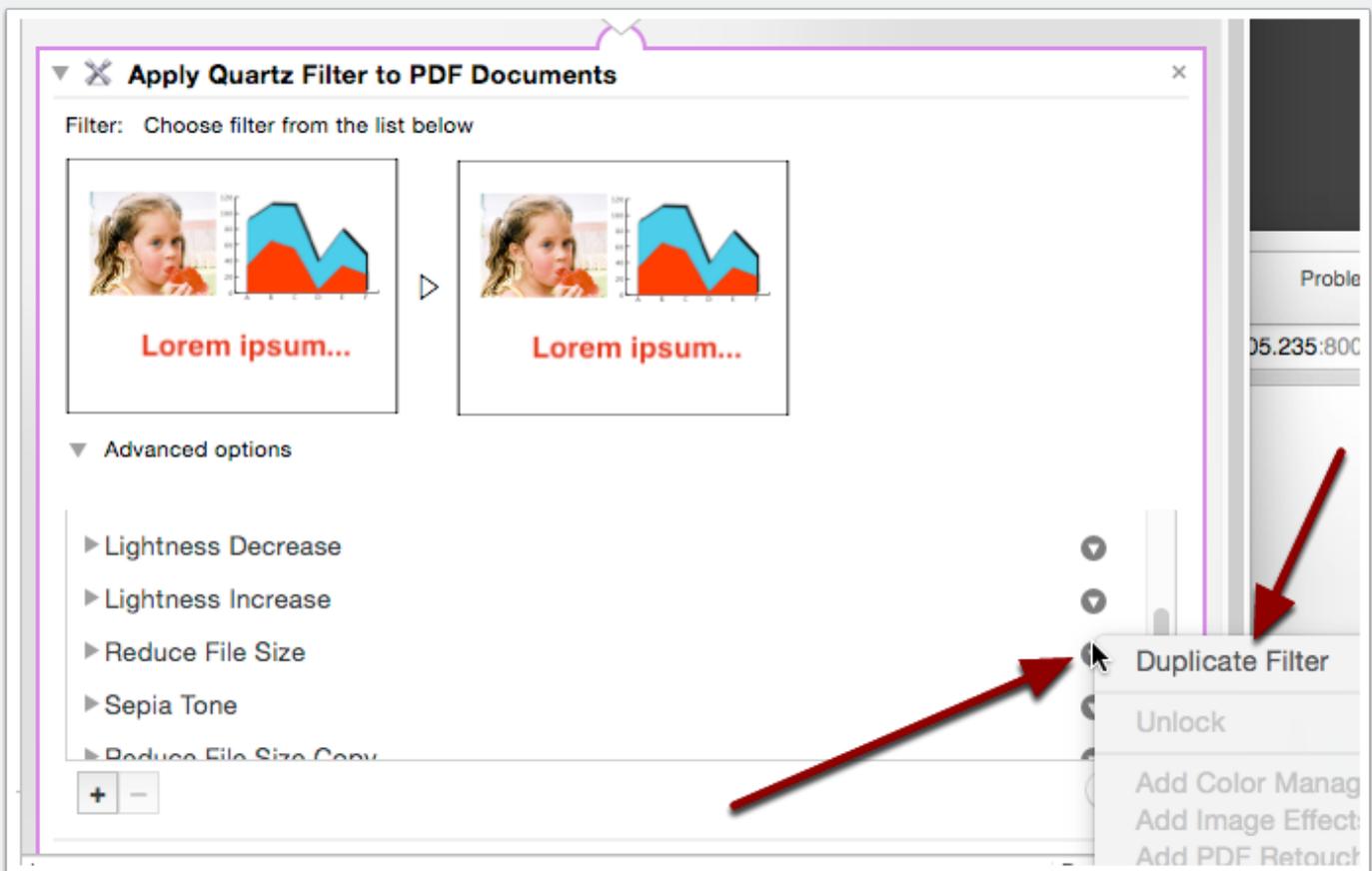
Press the arrows to the left of the filter to show all of the parameters
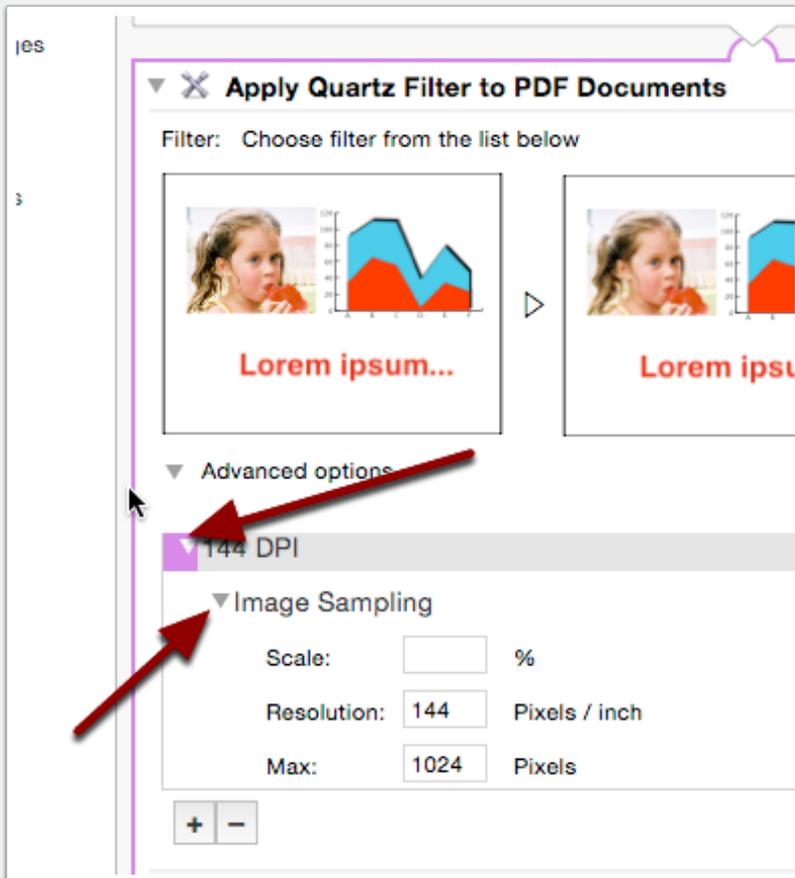
Set the parameters for Image Sampling

Starting values are 144 for Resolution and Max 1024. Min is 128 and set Quality to HIGH.
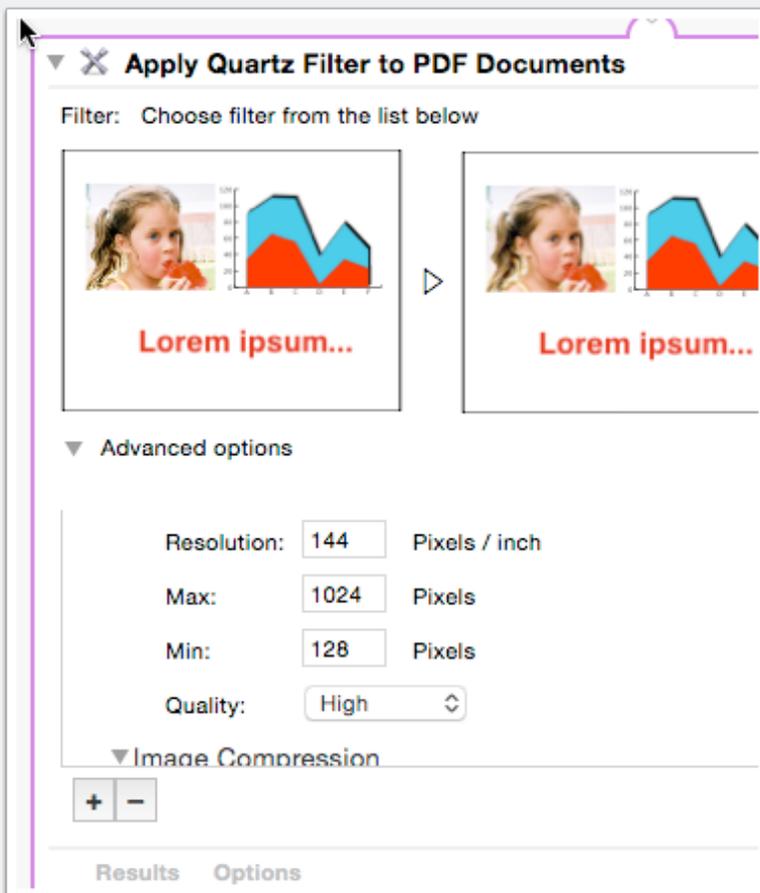
Scroll down and set the Image Compression settings

Set these to JPEG and centered.
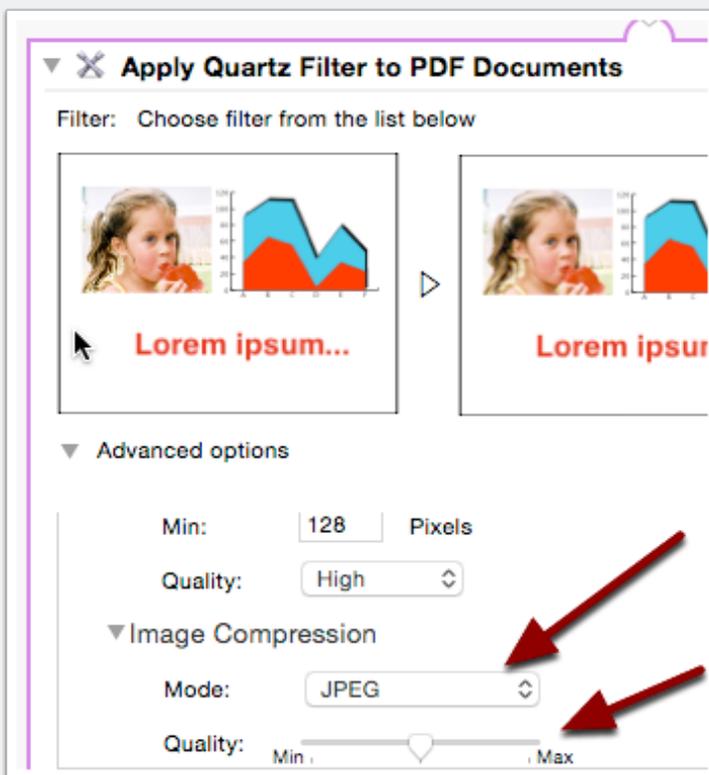
Press Command S and save your workflow.

Save your file and then close advance options by clicking on the arrow to the left.
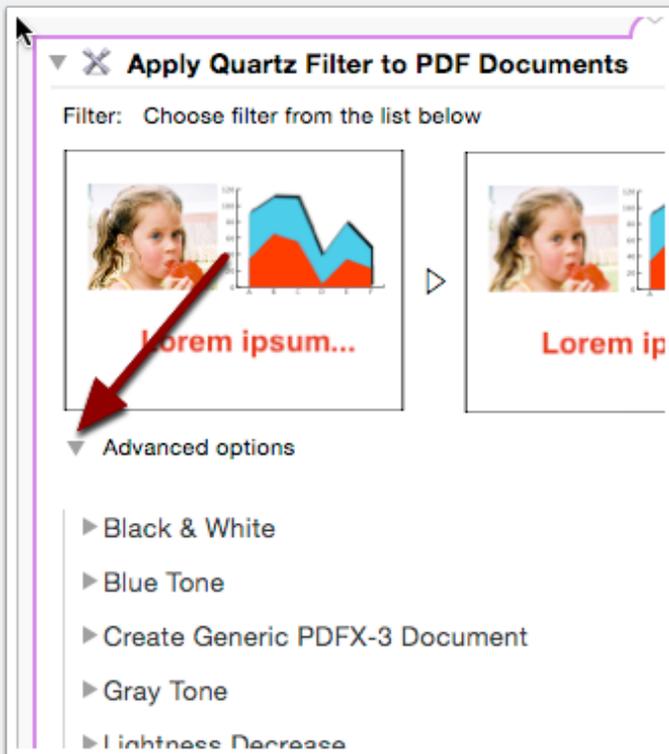
Choose your filter from the popup

NOTE: If your filter is not found, quit and run Automator again and reload your workflow from the File->Open Recent menu.
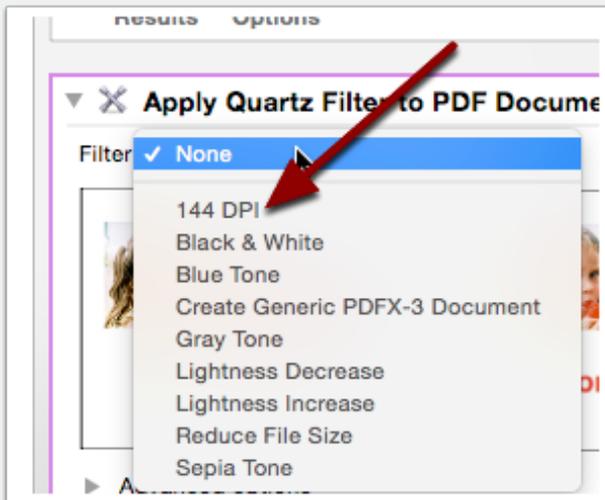
Choose 144 DPI

Make sure your filter is shown.
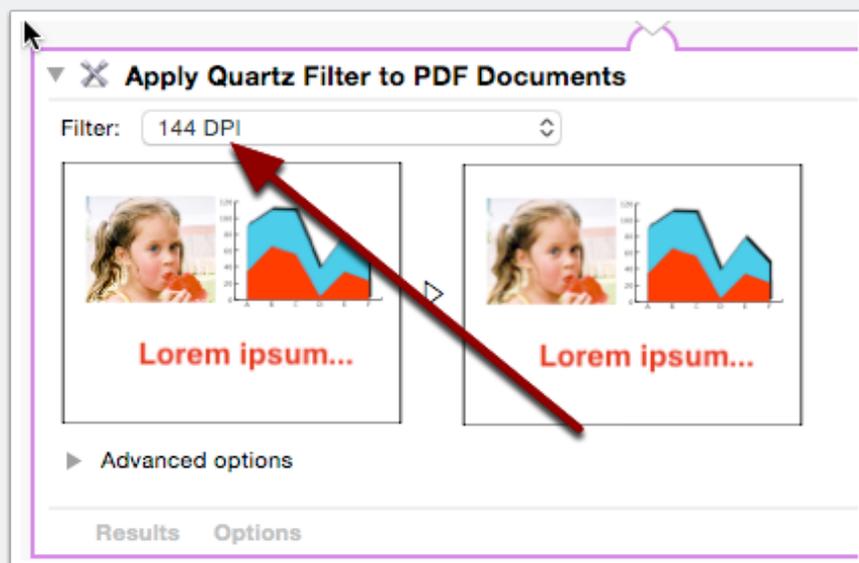
You're done! Run your workflow!

Press the Run button on the top right to run your workflow and process your files. When Automator asks you what files to choose, hold down the shift key to select multiple files.
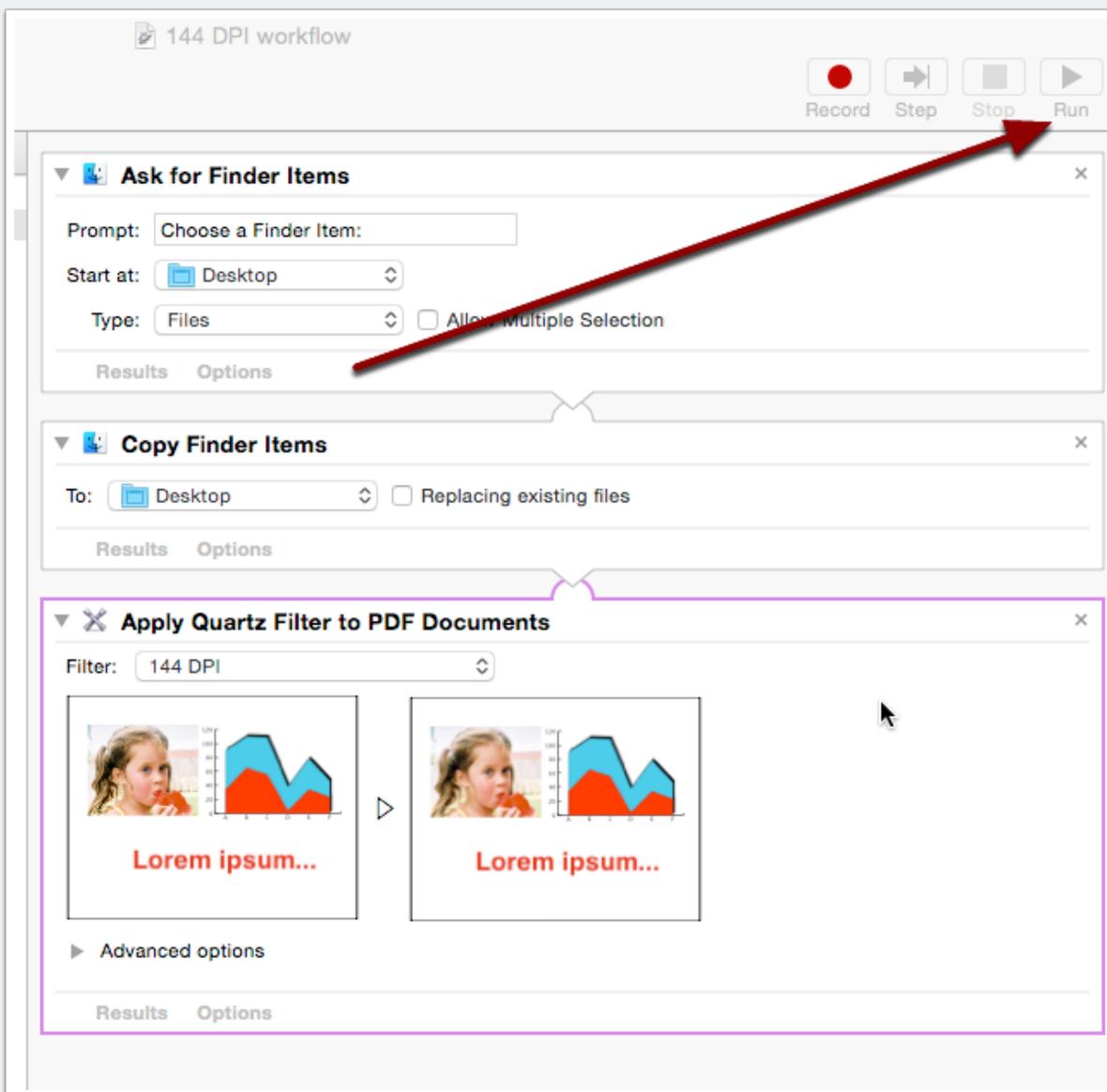
Choose your files and process!

Use the shift key and select files and press choose. **Your files will be saved in the folder you chose in the Copy Finder Items step.**