Available Free PDF Conversion Tools:

Below are instructions for creating PDF files using Android and iOS devices:

Scan and create a PDF document on Android Device

1. Open the Google Drive app .
2. In the bottom right, tap Add .
3. Tap **Scan** .
4. Take a photo of the **document** you'd like to **scan**. Adjust **scan** area: Tap Crop . Take photo again: Tap Re-**scan** current page . **Scan** another page: Tap Add .
5. To save the finished **document**, tap Done

Merge Multiple PDF Documents on Android Device

1. Select a **file** in the **PDF** Viewer **file** browser by long pressing on the cover image of the **PDF**. This will start the multi-**file** selection mode.
2. Select additional **files** for merging by tapping them. …
3. Once you're done selecting **files**, press the **merge** icon in the multi-**file** selection bar at the bottom.

Scan and create a PDF document on iPhone and iPad

1. Open **Notes** on your iPhone or iPad.
2. Create a **new note** or tap on an existing one to add a document to it.
3. Tap the **camera button** at the bottom of the screen or above the keyboard.
4. Tap **Scan Documents**.
5. Line up the **document** you want to scan.
6. Tap the **shutter button** if the scanner doesn't automatically scan the document. Repeat this step for every document you want to scan.
7. Tap **Save** after you've scanned all of the necessary pages. The button will have a count of how many pages you scanned.

Merge Multiple PDF Documents on iPhone

Apple.com suggests using the following apps for merging .PDF files www.apple.com/us/search/merge-pdf-files?src=globalnav

Watch the video for step-by-step instruction on how to scan and create PDF files with iPhone or iPad.

https://www.youtube.com/watch?v=yEQRKnu4yLo&list=LLfLsUb5LZC4c9HZ5Q3dXALQ&index=10&t=16s

How to Scan Documents and Make PDFs with iPhone or iPad - YouTube

To save the file, tap Done in the top left corner, then select Save File To. Choose where you'd like to save the file, then tap Add. To access your PDFs, just open the Files app. Tap and hold on ...

www.youtube.com

On Desktop/Laptop:

To convert documents to .PDF format you may use third party products such as PDF2Go, a free desktop tool for converting files to PDF format.

Free Mobile Tool:

You can use iScanner, a free mobile tool for converting files to PDF format.