**REDUCING THE SIZE OF MODEL**

1. Open blender and import your 3D model from the File menu.
2. Check editor mode. Should be Object mode.
3. If in Edit mode, press TAB to go to Object mode.
4. Take the cursor to model, and press SHIFT+RMB.
5. On the functionality section on the right, a wrench icon appears  => https://lh6.googleusercontent.com/OOZO4zMqSfJB0mI9Umtmc6e_AU-KniQcMrP-TmP3nfJux8QqKGcuSLk5dBPZwqpTY1g8qemFYfs_VcyPP9ge4GiURPr2gId5FYkEq4zTIU-b8-zrTE3MUllGzyX01WlRXfFajD10.
6. Click add modifier.
7. Select Decimate from the drop-down button.
8. A ratio bar appears with a preset value. Change it according to your convenience.
9. Reduce the ratio as per your size requirements. It unwraps the redundant common polygons to the extent of the user’s consent.
10. Perform these steps repeatedly with small ratio changes rather than high change to avoid quality disruption
11. Export the decimated model using the export option in the File menu.