

1. **Operating the shredder at the maximum capacity continuously for a prolonged period of time**, e.g. more than 2 minutes without stopping. This abnormal operation may result in the activation of the automatic motor overload protection, which terminates the power to the unit. The OVER-HEATED LED will light up. If this occurs you should:

- A. **Unplug** the power cord from the AC outlet and **wait at least 45 minutes** for the overload protection to reset. Tear or cut off any excess paper from the top of the shredder.
- A. Plug the power cord back into the AC outlet and place the Switch in **REV**. Pull the remaining paper out of the cutters. Place the Switch back to the Auto position if necessary.
- B. With the Switch in the **AUTO** position, the **POWER LED** on and the OVER-HEATED LED off, you are now ready to resume normal shredding.

2. **Exceeding the shredding capacity, e.g. Inserting more than 10 sheets at one pass**, or if the paper is not fed squarely into the feed opening. If this happens, you should:

- A. Change the switch to “REV” position. Pull the jammed papers back.
- B. Change the switch to “AUTO” position, the shredder is now ready again for the next shredding.

# SHCC10

# Paper Shredder Instruction Manual



## Specification:

Shredding Type:	Cross Cut
Shredding Size:	4x35mm
Shredding Capacity:	Max 10 Sheets
Feed Opening:	220mm
Input:	240 V AC 50Hz
Dimension:	360 L x 220 W x 396 H



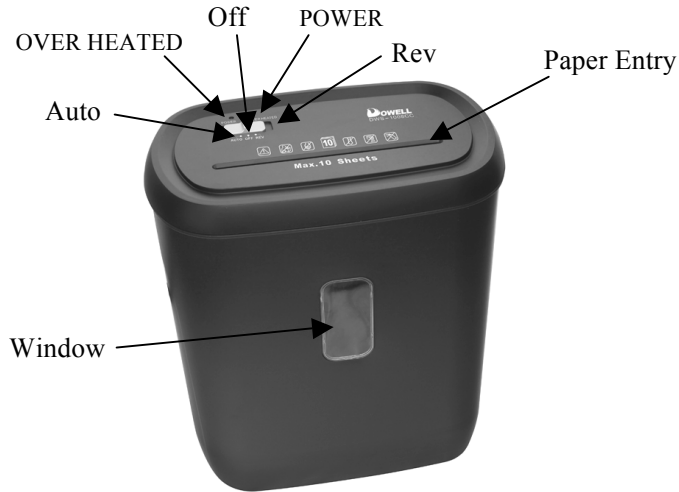
## Disposal

This symbol indicates that the machine must not be placed in general waste but taken to a dedicated recycling centre.

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### Setup:

1. Locate the shredder head into the top of the basket.
2. Plug the power cord into any standard 240V AC outlet.
3. Place the Main Switch in the AUTO position



### Operating the shredder:

The **Switch** is located on the top of the shredder. The **Switch** has three (3) settings.

1. When **AUTO** is selected, the **POWER LED** will light up, the shredding process is started automatically by inserting the paper into the feed opening. The shredder will stop automatically when the paper has completed its travel through the feed opening.
2. **REV** is used to assist in the removal of a paper jam, which reverses the shredding process prior to a completed cycle, thus clearing the cutters.
3. **OFF** position is recommended when emptying the wastebasket or when the shredder is not in use for a prolonged period of time
4. When the **over-heated LED** lights up please stop your shredding work until the light is off (wait at least 45 minutes before restarting)

### Shredding Capacity:

The SHCC10 will shred 10 sheets at once and will accept paper widths up to 220mm. When shredding small material like envelopes or credit card receipts, insert them through the middle of the feed opening.

### Cautions:

1. Keep all loose articles of clothing, ties, jewellery, hair or other small items away from the feed opening to prevent injury.
2. Keep in the **OFF** position when the shredder is not in use for prolonged periods of time.
3. Remove all paper clips and staples from paper before shredding. Unit will cut staples, however it is NOT recommended.
4. Do not place hands or fingers into the shredder throat as serious injury could result.
5. Continuous shredding of computer paper should not exceed 2 minutes. If continuous use is required, it is recommend that the shredding time should be 2 minutes on and 45 minutes off to allow for proper cooling of the motor.
6. The socket outlet should be located near the equipment and should be easily accessible.
7. Turn off and unplug the shredder prior to moving, cleaning or emptying the wastebasket. Please clean regularly with a dry cloth to avoid a build-up of dust.
8. Empty the wastebasket frequently

### Paper Jams and overload protection:

SHCC10 is equipped with a motor overload protection device, with an 'over-heated' LED light to indicate it. The normal short duty cycle for continuous shredding at maximum capacity is 2 minutes on and 45 minutes off. The power may terminate automatically in case of the following abnormal situations: