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Kensington K52076AM

Kensington M100S Crosscut Shredder Instruction Manual

Model: K52076AM

1. INTRODUCTION

This manual provides essential information for the safe and efficient operation of your Kensington M100S Crosscut Shredder. Please read these instructions thoroughly before using the shredder and retain them for future reference.

The Kensington M100S is designed for secure shredding of sensitive documents, featuring P-4 cross-cut security, anti-jam technology, and intuitive touch panel controls. Its compact design makes it suitable for various office environments.

2. SAFETY INFORMATION

- Keep children and pets away from the shredder.
- Keep loose clothing, jewelry, and long hair away from the paper entry slot.
- Do not insert fingers or hands into the paper entry slot.
- Do not use aerosol products near the shredder.
- Unplug the shredder before moving, cleaning, or emptying the waste bin.
- Do not shred metal objects, large paper clips, or hard materials other than specified.
- Ensure the shredder is placed on a stable, level surface.

3. PACKAGE CONTENTS

- Kensington M100S Crosscut Shredder unit
- Waste bin
- Power cord

4. SETUP

1. Carefully remove the shredder from its packaging.
2. Place the shredder on a flat, stable surface.
3. Ensure the waste bin is correctly inserted into the shredder unit. The shredder will not operate if the bin is not properly seated.
4. Connect the power cord to the shredder and then plug it into a standard electrical outlet.



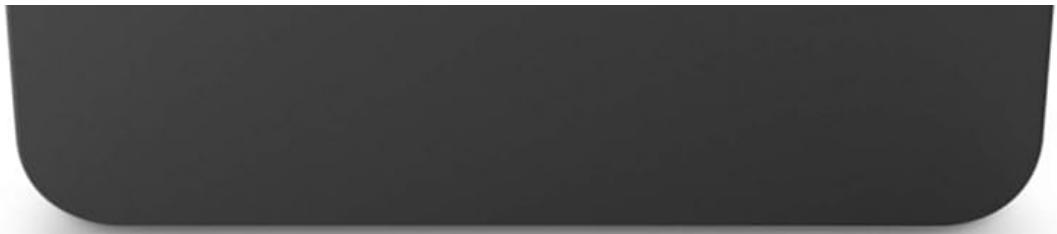


Figure 1: Main view of the Kensington M100S Crosscut Shredder with its waste bin.

5. OPERATING INSTRUCTIONS

5.1 Power On/Off

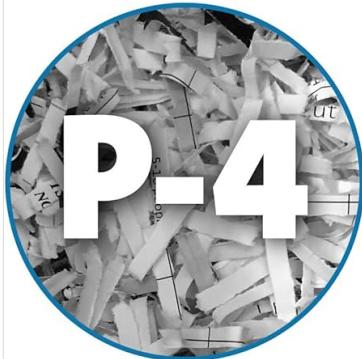
Locate the power button on the control panel. Press it to turn the shredder on or off. The shredder is ready for use when the power indicator light is illuminated.

5.2 Basic Shredding

The Kensington M100S can shred up to 10 sheets of paper at a time. It features P-4 cross-cut security, reducing documents to small, unreadable particles.

- Insert paper directly into the paper entry slot. The shredder will automatically detect the paper and begin shredding.
- The shredder can handle paper with staples and small paper clips.

10-Sheet P-4 Cross Cut Shredding



Shreds to:
 $5/32" \times 1-37/64"$



Scroll down to "From the manufacturer" to learn more.

Figure 2: Illustration of P-4 cross-cut shredding capability, showing paper shredded into small pieces.

5.3 Anti-Jam Technology

The shredder is equipped with anti-jam technology. If too much paper is inserted, the shredder will automatically stop and reverse the blades to clear the jam. Remove the excess paper and re-insert a smaller quantity.



Figure 3: The shredder highlighting its anti-jam technology, which automatically reverses blades to prevent paper jams.

5.4 Touch Panel Controls

The shredder features intuitive touch panel buttons for simple operation, including forward, reverse, and auto functions.



Touch Panel Buttons

Scroll down to "From the manufacturer" to learn more.

Figure 4: Detailed view of the touch panel buttons for controlling the shredder's functions.

5.5 Official Product Video

Your browser does not support the video tag.

Video 1: Official product overview of the Kensington OfficeAssist Shredder M100S Anti-Jam Cross Cut, demonstrating its features and operation.

6. MAINTENANCE

6.1 Emptying the Waste Bin

The shredder features a 6-gallon (225-sheet) bin with a window, allowing you to monitor the fill level. Empty the bin regularly to prevent overfilling and potential jams.

6-Gallon/ 225-Sheet Bin with Window



**Continuous
Run Time**



Slim Design
L: 14.76"
W: 10.03"
H: 14.56"

Scroll down to "From the manufacturer" to learn more.

Figure 5: The shredder showing its 6-gallon waste bin with a transparent window to easily check the shredded paper level.

6.2 Cleaning

Regularly clean the exterior of the shredder with a soft, dry cloth. Do not use abrasive cleaners or solvents. Periodically oil the shredder blades with shredder oil to maintain optimal performance and extend the life of the unit.

7. TROUBLESHOOTING

- Shredder does not turn on:** Ensure the power cord is securely plugged into both the shredder and a working electrical outlet. Check that the waste bin is correctly seated.
- Paper jam:** The anti-jam technology should automatically reverse the blades. If not, use the reverse function on the control panel. Remove excess paper and try again with a smaller quantity.
- Overheating:** If the shredder overheats, it will automatically shut off. Allow it to cool down for approximately 20-30 minutes before resuming operation.
- Bin full indicator:** Empty the waste bin when the indicator light illuminates.

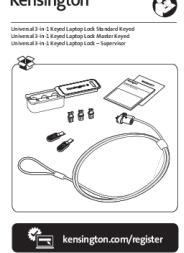
8. SPECIFICATIONS

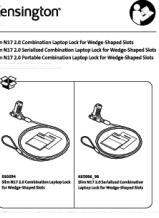
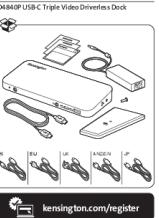
Feature	Specification
Brand	Kensington
Model Number	K52076AM
Product Dimensions	14.57 x 14.76 x 10.04 inches
Item Weight	13.5 pounds
Cut Type	Cross Cut (P-4 Security)
Sheet Capacity	Up to 10 sheets
Bin Capacity	6 Gallons (225 sheets)
Special Feature	Anti-Jam Technology

9. WARRANTY AND SUPPORT

For warranty information or technical support, please refer to the documentation included with your product or visit the official Kensington website. Contact customer service for assistance with any issues not covered in this manual.

Related Documents - K52076AM

	<p><u>Kensington Wireless Presenter with Red Laser - Nano Receiver User Manual and Safety Information</u></p> <p>Comprehensive safety instructions, product overview, and regulatory compliance details for the Kensington Wireless Presenter with Red Laser - Nano Receiver.</p>
	<p><u>Kensington SD2600T Thunderbolt 4 Nano Dock Installation Guide</u></p> <p>Installation and usage guide for the Kensington SD2600T Thunderbolt 4 Nano Dock, a 65W PD docking station compatible with Windows and macOS.</p>
	<p><u>Kensington Universal 3-in-1 Keyed Laptop Lock - Installation and Usage Guide</u></p> <p>Comprehensive guide for the Kensington Universal 3-in-1 Keyed Laptop Lock, covering installation, unlocking, and key code registration. Includes details on lock tip compatibility and international support.</p>

 <p>Kensington</p> <p>Slim N17 2.0 Combination Laptop Lock for Wedge-Shaped Slots Slim N17 2.0 Serialized Combination Laptop Lock for Wedge-Shaped Slots Slim N17 2.0 Portable Combination Laptop Lock for Wedge-Shaped Slots</p> <p>ASIN: B08K47J2C9 ASIN: B08K47J2C9 ASIN: B08K47J2C9</p> <p>kensington.com/register</p>	<p>Kensington Slim N17 2.0 Combination Laptop Lock: User Guide and Instructions</p> <p>Detailed instructions and guide for the Kensington Slim N17 2.0 Combination Laptop Lock, covering locking, unlocking, and combination reset procedures for wedge-shaped slots.</p>
 <p>Kensington</p> <p>SD4840P USB-C Triple Video Driverless Dock</p> <p>ASIN: B08K47J2C9</p> <p>kensington.com/register</p>	<p>Kensington SD4840P USB-C Triple Video Driverless Dock: Installation and Features Guide</p> <p>Learn how to set up and use the Kensington SD4840P USB-C Triple Video Driverless Dock. This guide covers power connection, port functionality, multi-monitor support, and security features.</p>
 <p>Kensington</p> <p>SD5750T Thunderbolt™ 4 Dual 4K Dock (DFB)</p> <p>ASIN: B08K47J2C9</p> <p>kensington.com/register</p>	<p>Kensington SD5750T Thunderbolt 4 Dock: Setup and Features Guide</p> <p>Comprehensive guide to setting up the Kensington SD5750T Thunderbolt 4 Dual 4K Dock. Learn about its ports, display capabilities, connection steps, and optional accessories.</p>