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› [Fellowes](#) /

› [Fellowes Powershred 60MC Micro-Cut 10 Sheet Home Office Paper Shredder User Manual](#)

## Fellowes 60MC

# Fellowes Powershred 60MC Micro-Cut Paper Shredder

Model: 60MC

## INTRODUCTION

This manual provides essential information for the safe and efficient operation of your Fellowes Powershred 60MC Micro-Cut Paper Shredder. Please read all instructions carefully before use and retain this manual for future reference.





Image: The Fellowes Powershred 60MC Micro-Cut Paper Shredder, a black unit with a clear window showing shredded paper, positioned on wheels.

## IMPORTANT SAFETY INSTRUCTIONS

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- Keep hands, jewelry, and loose clothing away from the shredder opening.
- Keep children and pets away from the shredder.
- Unplug the shredder when not in use or before cleaning.
- Do not shred metal objects, wet paper, or adhesive materials.
- Do not use aerosol products near the shredder.
- Operate the shredder on a flat, stable surface.

## SETUP

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1. **Unpacking:** Carefully remove the shredder from its packaging. Ensure all components are present and undamaged.
2. **Placement:** Position the shredder on a level surface near a standard electrical outlet. The unit is designed for deskside or home office use.
3. **Bin Installation:** Ensure the 5-gallon pull-out waste bin is correctly inserted into the shredder cabinet. The shredder will not operate if the bin is not properly seated.
4. **Power Connection:** Plug the power cord into a grounded electrical outlet.

# CONVENIENT PULL-OUT BIN



Image: A hand demonstrating the convenient pull-out feature of the 5-gallon waste bin, showing shredded paper inside.

## OPERATING INSTRUCTIONS

### 1. Powering On/Off

- Locate the control switch on the top of the shredder.
- Set the switch to the 'ON' position to activate the shredder.
- To turn off, set the switch to the 'OFF' position.

### 2. Shredding Documents

- Insert up to 10 sheets of paper into the paper entry slot. The shredder will automatically start and stop.
- The shredder produces  $5/32" \times 1/2"$  micro-cut particles, providing P-4 security for confidential documents.
- The shredder can also process staples, small paper clips, and credit cards.
- For optimal performance, avoid exceeding the maximum sheet capacity.

# 7 MIN CONTINUOUS SHREDDING



Image: A hand inserting paper into the shredder, illustrating its capability for 7 minutes of continuous shredding.

# SHREDS

## PAPER, STAPLES, PAPER CLIPS, AND PLASTIC CREDIT CARDS

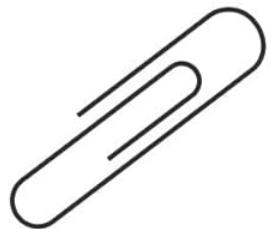
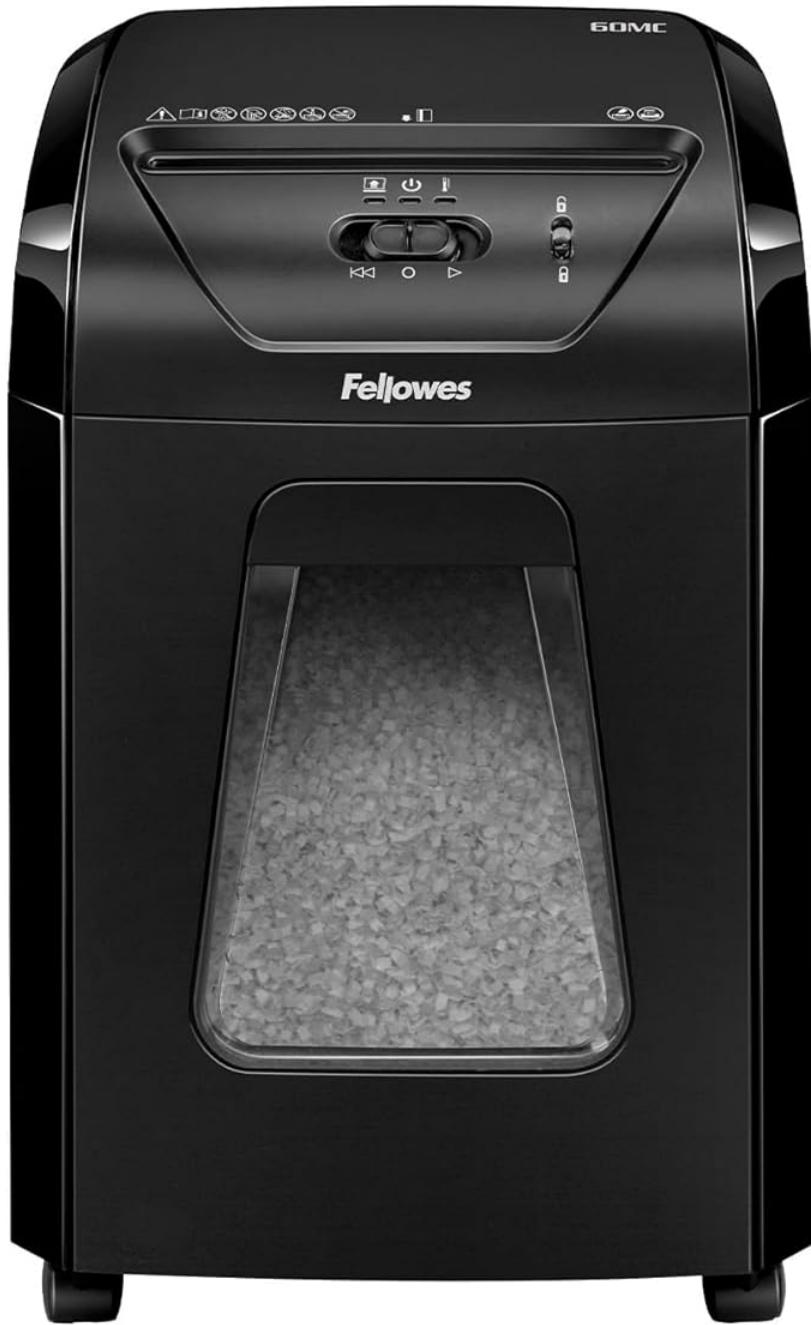


Image: The shredder displayed alongside icons representing paper, staples, paper clips, and credit cards, indicating the types of materials it can shred.

# ULTRA-SECURE MICRO-CUT

$5/32$ " X  $1/2$ " MICRO-CUT PARTICLES



Image: A hand holding a pile of micro-cut shredded paper particles, emphasizing the P-4 security level achieved by the shredder.

## 3. Continuous Operation

The shredder is designed for continuous operation for up to 7 minutes. After this period, a cool-down period is required to prevent overheating. Refer to the Troubleshooting section for more details on overheating.

## 4. Safety Lock Feature

The patented Safety Lock feature disables the shredder for added protection. To engage the safety lock, slide the lock switch to the locked position. This prevents accidental activation, which is particularly useful in environments with children or pets.

# PATENTED SAFETY LOCK

## ADDED SAFETY PROTECTION



Image: A hand pressing the patented safety lock button on the shredder, indicating its activation for added protection.

### 5. Quiet Operation

The Fellowes Powershred 60MC is engineered for quiet operation, minimizing noise levels to reduce distractions in shared workspaces or home office environments.

# QUIET OPERATION

PERFECT FOR HOME AND  
SMALL OFFICES



Image: The shredder positioned in a home office setting, with an icon indicating quiet operation, suitable for home and small offices.

## MAINTENANCE

### 1. Emptying the Waste Bin

- When the waste bin is full, the shredder will stop operating.
- Pull out the 5-gallon bin from the front of the shredder.
- Dispose of the shredded material responsibly.
- Reinsert the bin firmly until it clicks into place.

### 2. Oiling the Shredder

Regular oiling is recommended to maintain optimal performance and extend the life of your shredder. Use Fellowes shredder oil or a vegetable-based oil in a non-aerosol container. Apply oil across the paper entry slot while the shredder is running in reverse for a few seconds. Repeat after every 30 minutes of accumulated shredding or at least twice a month.

### 3. Cleaning

Unplug the shredder before cleaning. Wipe the exterior with a soft, damp cloth. Do not use abrasive cleaners or solvents. Ensure no liquids enter the shredder mechanism.

## TROUBLESHOOTING

Problem	Possible Cause	Solution
Shredder does not start.	Not plugged in; waste bin not properly inserted; safety lock engaged.	Check power connection; ensure bin is fully seated; disengage safety lock.
Paper jam.	Too many sheets inserted; paper folded or crumpled.	Utilize the <b>Auto Reverse</b> feature by sliding the control switch to the reverse position. This will clear the jam. If the jam persists, unplug the shredder, carefully remove excess paper, and then try again.
Shredder stops during operation.	Overheating due to continuous use; waste bin full.	Allow the shredder to cool down for approximately 20-30 minutes. Empty the waste bin.
Shredder is unusually noisy.	Blades require oiling; foreign object in shredder.	Oil the shredder blades as per maintenance instructions. Unplug and inspect for foreign objects.

# AUTO REVERSE

## STOPS AND REVERSES PAPER IF A JAM OCCURS



Image: The top of the shredder showing the control panel with an arrow indicating the Auto Reverse function, which stops and reverses paper if a jam occurs.

## SPECIFICATIONS

**Model:** Fellowes Powershred 60MC

**Model Number:** 4921001

**Cut Type:** Micro-Cut

**Particle Size:** 5/32" x 1/2" (4x12mm)

**Security Level:** P-4

**Sheet Capacity:** 10 sheets (70gsm paper)

**Shreds:** Paper, Staples, Small Paper Clips, Credit Cards

**Bin Capacity:** 5 Gallons (19 Liters)

**Continuous Run Time:** 7 minutes

**Cool Down Period:** 20-30 minutes

**Item Weight:** 14.7 pounds (6.67 kg)

**Product Dimensions:** 11 x 9 x 11.5 inches (27.9 x 22.9 x 29.2 cm)

**Color:** Black

**Material Type:** Metal, Plastic

## WARRANTY AND SUPPORT

Specific warranty details for the Fellowes Powershred 60MC are typically provided with the product at the time of purchase or can be found on the official Fellowes website. For technical support, replacement parts, or further assistance, please visit the [Fellowes official website](#) or contact their customer service department.

No official product videos were found in the provided data.

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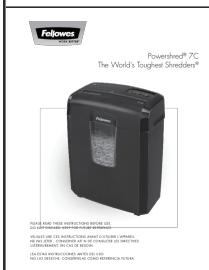
## Related Documents - 60MC

	<p><a href="#">Fellowes POWERSHRED 62MC Micro-Cut Paper Shredder Manual &amp; Instructions</a></p> <p>Official manual for the Fellowes POWERSHRED 62MC micro-cut paper shredder. Includes setup, operation, safety, troubleshooting, maintenance, and warranty information.</p>
	<p><a href="#">Fellowes Powershred 450M Micro-Cut Shredder: Instruction Manual</a></p> <p>Comprehensive instruction manual for the Fellowes Powershred 450M micro-cut shredder, detailing its features, safe operation, maintenance, troubleshooting, and warranty information.</p>
	<p><a href="#">Fellowes POWERSHRED 225Mi Micro-Cut Shredder: Operation, Safety, and Maintenance Guide</a></p> <p>A comprehensive guide to the Fellowes POWERSHRED 225Mi micro-cut shredder, detailing its features like SafeSense® Technology and Jam Proof System, operational procedures, essential safety instructions, product maintenance, troubleshooting, and limited warranty information.</p>



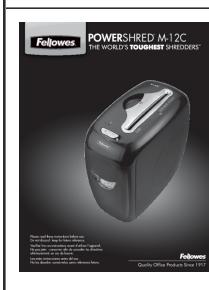
### [Fellowes POWERSHRED 385Ci/385i Shredder User Manual and Safety Guide](#)

Comprehensive user manual and safety guide for the Fellowes POWERSHRED 385Ci and 385i shredders, covering operation, maintenance, troubleshooting, and warranty information.



### [Fellowes Powershred 7C Cross-Cut Shredder: Manual and Safety Guide](#)

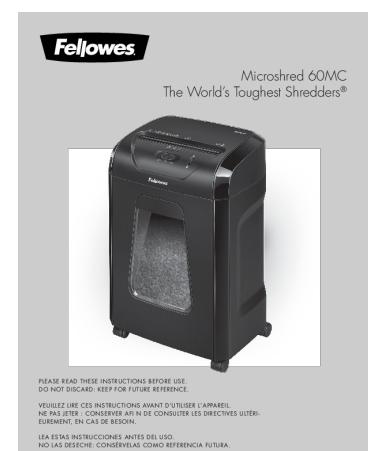
Comprehensive guide for the Fellowes Powershred 7C cross-cut shredder, covering setup, operation, safety instructions, maintenance, troubleshooting, and warranty information. Learn how to safely and effectively shred documents and credit cards.



### [Fellowes POWERSHRED M-12C Cross-Cut Paper Shredder - User Manual and Safety Guide](#)

Comprehensive guide for the Fellowes POWERSHRED M-12C paper shredder, covering capabilities, safe operation, maintenance, troubleshooting, and safety instructions. Learn how to use the SafeSense technology for enhanced safety.

## Documents - Fellowes – 60MC



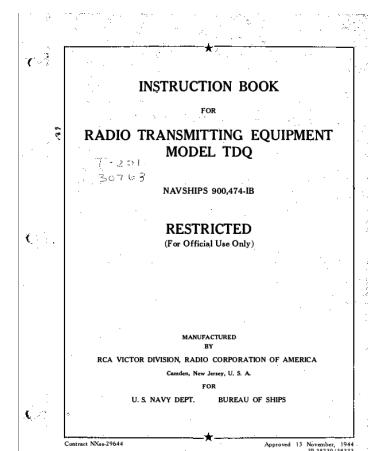
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Shredders t Operation maintenance and service requirements are covered in the instruction manual Read entire before operating shredders 2 ENGLISH Model Will shred Paper plastic credit cards staples small paper clips not Adhesive labels CD DVDs continuous form transparencies newspaper cardboard large laminates file folders X rays or other than noted above assets fellowes manuals Fellowes |||

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