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## Woolsche SD108P

# Woolsche 10-Sheet Strip Cut Paper Shredder Instruction Manual

Model: SD108P

## INTRODUCTION

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This manual provides essential information for the safe and efficient operation, maintenance, and troubleshooting of your Woolsche 10-Sheet Strip Cut Paper Shredder. Please read this manual thoroughly before using the appliance and retain it for future reference.

## SAFETY INFORMATION

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- Keep hands, hair, and loose clothing away from the paper entry slot.
- Keep children and pets away from the shredder.
- Unplug the shredder when not in use or before cleaning.
- Do not shred more than the maximum sheet capacity (10 sheets) to prevent jams and overheating.
- Do not spray any flammable products onto the shredder.
- Avoid shredding adhesive labels or materials that could stick to the cutters.

## PRODUCT OVERVIEW

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The Woolsche 10-Sheet Strip Cut Paper Shredder is designed for home and office use, offering efficient shredding of documents, CDs, and credit cards. It features a P-2 security level, ensuring your non-sensitive documents are securely disposed of.



Figure 1: Front view of the Woolsche 10-Sheet Strip Cut Paper Shredder, showing the paper entry slot and the transparent window on the basket.

### Key Features:

- **10-Sheet Capacity:** Shreds up to 10 sheets of paper (A4, 70g/m<sup>2</sup>) at a time.
- **Strip Cut (P-2 Security Level):** Shreds paper into 15/64" x 11-22/32" (6x297mm) strips.
- **Multi-Material Shredding:** Capable of shredding paper, credit cards, CDs, and staples.
- **3.17-Gallon Basket:** Provides ample capacity for shredded materials with a transparent window for easy monitoring.

- **Overheat Protection:** Automatic shut-off to prevent damage from continuous use.
- **Jam Proof System:** US patented cutter designed to prevent paper jams.
- **3-Mode Control Switch:** Auto, Off, and Reverse functions for versatile operation.
- **Low-Noise Operation:** Designed for quiet performance in home office environments.

## SETUP

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1. **Unpack:** Carefully remove all components from the packaging.
2. **Assemble:** Place the shredder head securely onto the 3.17-gallon wastebasket. Ensure it is properly aligned and seated.
3. **Power Connection:** Plug the power cord into a standard electrical outlet (110V).
4. **Position:** Place the shredder on a flat, stable surface.

# HIGH SECURITY LEVEL P-2 STRIP CUT SHREDDING PAPER



Junk Mails



Credit Cards



Paper



Staples



Clips



Figure 2: The shredder head being placed onto the wastebasket, illustrating the compact design and dimensions (6.1 x 12.05 x 14.7 inches).

## OPERATING INSTRUCTIONS

### Control Switch Functions:

- **AUTO:** The shredder will automatically start when paper is inserted and stop when shredding is complete. This is the recommended setting for normal use.
- **OFF:** The shredder is powered off.
- **REV (Reverse):** Activates the reverse function to clear paper jams.

### Shredding Paper:

1. Set the control switch to **AUTO**.
2. Insert up to 10 sheets of paper (A4, 70g/m<sup>2</sup>) straight into the paper entry slot. The shredder will automatically begin shredding.
3. Do not force paper into the shredder. If the shredder struggles, reduce the number of sheets.



Figure 3: The shredder processing multiple sheets of paper, highlighting its 5-minute non-stop shredding capability.

### Shredding CDs/Credit Cards:

1. Set the control switch to **AUTO**.
2. Insert one CD or credit card at a time into the dedicated CD/Credit Card entry slot.
3. The shredder will automatically shred the item.

# Multifunctional Shredder

With independent CD Slot, strip cut shredder can shred CDs, paper and credit cards



Figure 4: Close-up of the shredder head showing the independent CD/DVD and credit card entry slot.

## MAINTENANCE

### Emptying the Wastebasket:

- Monitor the transparent window on the wastebasket to determine when it needs emptying.
- Set the control switch to **OFF** and unplug the shredder.
- Carefully lift the shredder head off the wastebasket.

- Dispose of the shredded materials.
- Replace the shredder head securely onto the wastebasket.



Figure 5: Illustration of the wastebasket with its transparent window, indicating when it's full and needs to be emptied.

### Cleaning:

- Always unplug the shredder before cleaning.
- Wipe the exterior of the shredder with a soft, damp cloth. Do not use abrasive cleaners or solvents.
- For optimal performance, occasionally oil the shredder blades with shredder oil (sold separately).

### TROUBLESHOOTING

Problem	Possible Cause	Solution
Shredder does not operate.	Not plugged in; power switch is OFF; shredder head not properly seated; overheated.	Ensure power cord is securely plugged in; set switch to AUTO; re-seat shredder head; allow 30 minutes for cooling if overheated.
Paper jam.	Too many sheets inserted; paper inserted incorrectly.	Set switch to <b>REV</b> to clear the jam. If necessary, unplug, remove shredder head, and carefully remove paper. Reduce sheet count for future shredding.
Shredder stops during operation.	Overheat protection activated.	Allow the shredder to cool down for approximately 30 minutes before resuming use.

# Overheating Protection Function

If unit goes beyond 5 mins run time  
Required 30 mins cool down to prevent overheating



Figure 6: Visual representation of the overheating protection function, showing the indicator lights for normal operation (green) and overheat (red).

## Compact Desktop/portable paper shredder



Figure 7: Steps to resolve a paper jam using the reverse function and manually removing paper.

### SPECIFICATIONS

- **Brand:** Woolsche
- **Model:** SD108P
- **Cut Type:** Strip Cut
- **Security Level:** P-2
- **Shred Size:** 15/64" x 11-22/32" (6x297mm)
- **Sheet Capacity:** 10 sheets (A4, 70g/m<sup>2</sup>)
- **Basket Capacity:** 3.17 Gallons
- **Continuous Run Time:** 5 minutes
- **Cool Down Time:** 30 minutes
- **Item Weight:** 5.9 pounds
- **Product Dimensions:** 6.1 x 12.05 x 14.7 inches

- **Color:** Black

## WARRANTY & SUPPORT

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The Woolsche 10-Sheet Strip Cut Paper Shredder comes with a **1-year replacement warranty**. For any usage questions or issues, please contact Woolsche customer service. Protection plans are also available for extended coverage.

- **3-Year Protection Plan:** Available for purchase.
- **4-Year Protection Plan:** Available for purchase.

For further assistance, please refer to the contact information provided with your product packaging or visit the official Woolsche website.

