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› [WORKPRO Cordless Rotary Tool Kit User Manual](#)

WORKPRO W123018

WORKPRO Cordless Rotary Tool Kit User Manual

Model: W123018

Brand: WORKPRO

1. INTRODUCTION

This manual provides essential information for the safe and effective use of your WORKPRO Cordless Rotary Tool Kit. Please read it thoroughly before operation and retain it for future reference.



Image: The WORKPRO Cordless Rotary Tool Kit, showcasing the main tool and its comprehensive set of 71 accessories.

2. SAFETY INFORMATION

Always observe basic safety precautions to reduce the risk of fire, electric shock, and personal injury. This tool is designed for light-duty applications on soft materials. Do not use it for heavy-duty tasks or on hard materials that may cause excessive strain or damage.

- Wear appropriate personal protective equipment, such as safety glasses, during operation.
- Ensure the workpiece is securely clamped before beginning any work.
- Keep hands and loose clothing away from rotating parts.
- Do not operate the tool in damp or wet conditions.
- Store the tool and accessories in a dry, secure place out of reach of children.

3. PACKAGE CONTENTS

Your WORKPRO Cordless Rotary Tool Kit includes the following items:

- WORKPRO Cordless Rotary Tool
- 71-piece accessory kit, including:
 - Grinding stones
 - Engraving bits
 - Drill bits
 - Sanding bands
 - Polishing wheels
 - Metal brush
 - Cutting discs
 - Storage case
- USB Type-C Charging Cable

WORKPRO

3.6V ELECTRIC ROTARY TOOL SET



ROTARY TOOL + FINE STORAGE BOX

71 PCS ACCESSORIES KIT

Category	Accessory	Quantity
GRINDING	Grinding Bits (Φ 3/32")	x5
	Diamond Wheel Points (Φ 1/8")	x10
CARVING	Grinding Bits (Φ 3/32")	x5
	Diamond Wheel Points (Φ 1/8")	x10
CUTTING	Cutting Discs	x20
	Wheel Mandrels	x1
COLLETS	(Φ 3/32")	x1
	(Φ 1/8")	x1
DRILLING	Sanding Drum (Φ 3/32")	x1
	Sanding Drum (Φ 1/8")	x1
POLISHING	Felt Polishing Wheels	x1
	Wheel Mandrels	x1
SANDING	Felt Polishing Bit	x1
	Steel Cup Brush	x1
SANDING ROLLS	Sanding Papers	x15
	Sanding Drum (Φ 3/32")	x1
ENGRAVING	Sanding Drum (Φ 1/8")	x1
	60 Grits	x4
60 Grits	120 Grits	x2

Image: Detailed view of the WORKPRO 3.6V Electric Rotary Tool Set, highlighting the 71-piece accessory kit for various

applications like grinding, carving, polishing, cutting, sanding, and engraving.

4. PRODUCT OVERVIEW

Familiarize yourself with the components of your rotary tool:

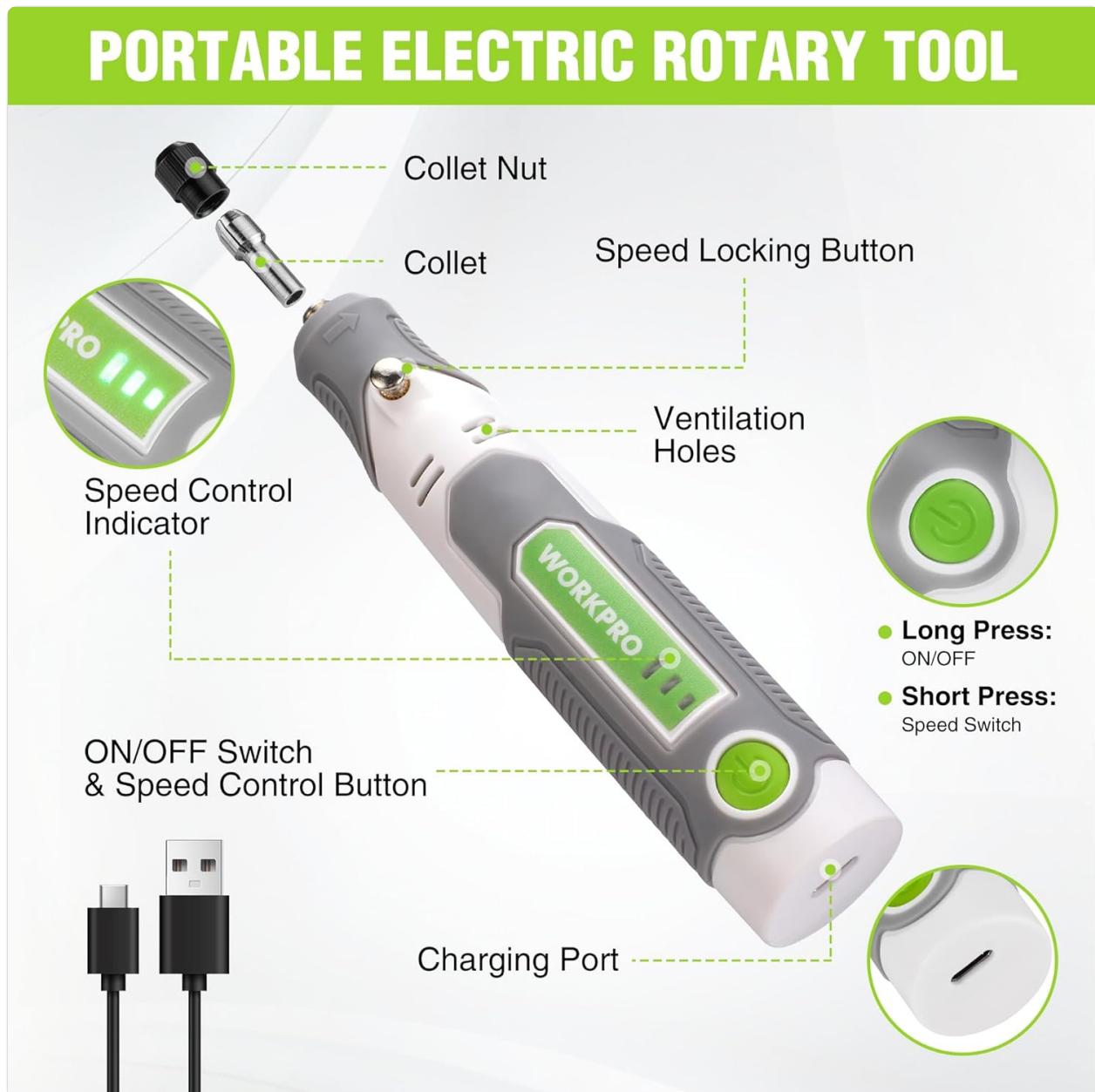


Image: A diagram illustrating the key components of the portable electric rotary tool, including the Collet Nut, Collet, Speed Locking Button, Ventilation Holes, Speed Control Indicator, ON/OFF Switch & Speed Control Button, and Charging Port.

- **ON/OFF Switch & Speed Control Button:** Used to power the tool on/off and adjust speed.
- **Speed Control Indicator:** Displays the current speed setting.
- **Collet:** Holds the accessory securely.
- **Collet Nut:** Secures the collet and accessory.
- **Speed Locking Button:** Locks the spindle for accessory changes.
- **Ventilation Holes:** Dissipate heat for prolonged tool life.
- **Charging Port:** USB Type-C port for recharging the internal battery.

5. SETUP

5.1 Charging the Tool

The tool is powered by a 4V Li-ion 900mAh battery and is USB rechargeable. Use the provided Type-C charging cable to charge the tool.



Image: The WORKPRO rotary tool connected to a laptop via a USB-C cable, illustrating the charging process. The tool's indicator lights show charging status (two lights for charging, three for fully charged).

Please Note:

- For storage, it is suggested to recharge the battery between 50% and 75% charge.
- Charge the device at least once every 3-6 months to preserve battery life span.

5.2 Attaching Accessories

The tool supports two collet sizes: 3/32" and 1/8".



Image: A three-step visual guide demonstrating how to change accessories on the rotary tool: 1. Press the shaft lock, 2. Unscrew the collet nut, 3. Tighten the black nut after inserting the new accessory.

1. Press the Speed Locking Button to lock the spindle.
2. Unscrew the Collet Nut.
3. Insert the desired accessory into the collet.
4. Tighten the Collet Nut securely.

Attaching Cutting Wheel and Sanding Paper



Image: A four-step visual guide showing how to attach a cutting wheel or sanding paper to the rotary tool's mandrel. Steps include screwing the top piece, placing the disc, screwing the bottom piece, and inserting into the tool.

Attaching Sanding Band



Image: A four-step visual guide demonstrating how to attach a sanding band to the rotary tool. Steps include screwing the mandrel, sliding the sanding band onto the mandrel, and inserting the assembly into the tool.

Attaching Felt Wheel



Image: A visual guide showing how to attach a felt polishing wheel to the rotary tool's screw-type mandrel by screwing it on.

6. OPERATION

6.1 Powering On/Off and Speed Adjustment

The tool features 3 variable speeds for different applications.

3 LEVELS Adjustable Speed



- **Long Press:**
ON/OFF
- **Short Press:**
Speed Switch



Image: A visual representation of the WORKPRO rotary tool's 3 adjustable speed levels (12000 RPM, 14000 RPM, 17000 RPM) and instructions for operation: Long Press for ON/OFF, Short Press for Speed Switch.

1. To turn **ON** the tool, **LONG PRESS** the power button.
2. To adjust the speed, **SHORT PRESS** the power button. The speed settings are 12000 RPM, 14000 RPM, and 17000 RPM.
3. To turn **OFF** the tool, **LONG PRESS** the power button again.

6.2 Applications

This mini rotary tool is a high-speed, low-torque tool, recommended for light-duty applications on soft materials. It is suitable for a variety of DIY tasks:



SANDING

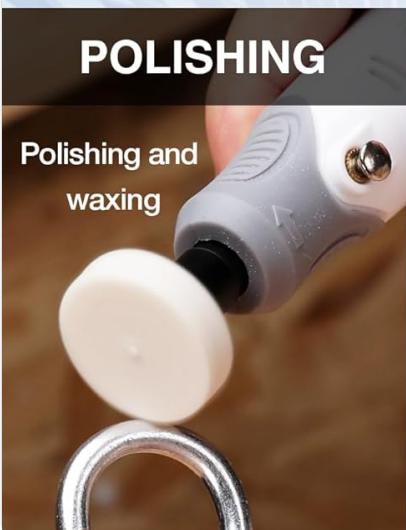


CUTTING



CARVING

MULTI PURPOSE



POLISHING



GRINDING



DRILLING

Image: A collage showing the WORKPRO rotary tool being used for various multi-purpose applications: Sanding (on wood), Cutting (plastic pipe), Carving (on wood), Polishing (metal hook), Grinding (wood block), and Drilling (wood slice and glass bottle).

- **Engraving:** Engrave metal, glass, wood, and other soft materials.
- **Sanding:** Smooth rough surfaces on wood, plastic, and fiberglass.
- **Polishing:** Polish jewelry, metal, and other items to a shine.
- **Carving:** Create intricate designs on wood, nutshell crafts, ceramics, and glass.
- **Cutting:** Cut plastic, thin wood boards, PVC, and cans.
- **Drilling:** Make small holes in softwood boards, plastic, PVC, and other materials.

HIGH CONCENTRICITY

Fine Control



Image: The WORKPRO rotary tool being used for fine carving on a wooden sculpture, emphasizing its high concentricity for precise control compared to low concentricity tools.

7. MAINTENANCE

Regular maintenance ensures the longevity and optimal performance of your tool.

- **Cleaning:** After each use, wipe down the tool with a clean, dry cloth to remove dust and debris. Do not use harsh chemicals or abrasive cleaners.
- **Battery Care:** As noted in the charging section, maintain battery health by charging between 50-75% for storage and recharging every 3-6 months.
- **Accessory Storage:** Store all accessories in the provided case to prevent loss and damage.
- **Ventilation:** Ensure the ventilation holes remain clear of obstructions to prevent overheating.



Image: A close-up view of the ventilation holes on the WORKPRO rotary tool, indicating their function in heat dissipation.

8. TROUBLESHOOTING

If you encounter issues with your WORKPRO Cordless Rotary Tool, refer to the following common problems and solutions:

Problem	Possible Cause	Solution
Tool does not turn on.	Battery is depleted.	Charge the tool fully using the USB Type-C cable.
Tool stops during operation.	Overload or low battery.	Reduce pressure on the tool or recharge the battery. Ensure it's used for light-duty applications.
Accessory is loose or wobbles.	Collet nut not tightened properly or incorrect collet size.	Ensure the collet nut is securely tightened. Verify you are using the correct collet size for the accessory.
Reduced performance or power.	Battery not fully charged or tool being used on materials too hard.	Fully charge the battery. Remember this is a light-duty tool; ensure material is soft enough for its capabilities.

9. SPECIFICATIONS

Feature	Specification
Brand	WORKPRO
Model Number	W123018
Voltage	3.6 Volts
Power Source	Battery Powered

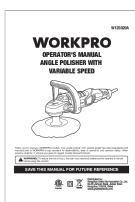
Feature	Specification
Battery Type	1 Lithium Ion (included)
Battery Capacity	900mAh
Speeds	3 Variable Speeds (12000 RPM, 14000 RPM, 17000 RPM)
Item Weight	0.23 pounds (approx. 13.8 ounces / 0.39 Kilograms)
Product Dimensions	4.13 x 2.09 x 7.48 inches
Special Features	Cordless, Rechargeable, Variable Speed
Recommended Uses	Engraving, Cutting, Grinding, Polishing, Sanding, Carving on light duty projects

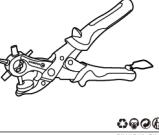
10. WARRANTY AND SUPPORT

For warranty information or technical support, please refer to the product packaging or contact WORKPRO customer service directly. Specific warranty details are not provided in this manual.

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Related Documents - W123018

	<p><u>WORKPRO W125020A Angle Polisher with Variable Speed Operator's Manual</u></p> <p>This operator's manual provides essential safety instructions, setup guides, operation procedures, maintenance tips, and troubleshooting advice for the WORKPRO W125020A Angle Polisher with Variable Speed.</p>
	<p><u>WORKPRO 12V Cordless Rotary Multi-Tool Operating Instructions</u></p> <p>Comprehensive operating instructions and safety guidelines for the WORKPRO 12V Cordless Rotary Multi-Tool (Model W123015A). Learn about product features, assembly, operation, maintenance, and safe disposal.</p>

 <p>WORKPRO ORIGINAL OPERATING INSTRUCTIONS CORDLESS ELECTRIC SCISSOR</p>	<p><u>WORKPRO Cordless Electric Scissor: Original Operating Instructions</u> Comprehensive operating instructions for the WORKPRO Cordless Electric Scissor (W125199A, W125202A), covering safety, assembly, usage, maintenance, and disposal.</p>
 <p>WORKPRO ORIGINAL OPERATING INSTRUCTIONS 12V CORDLESS ROTARY MULTI-TOOL</p>	<p><u>WORKPRO 12V Cordless Rotary Multi-tool Operating Instructions & Safety Guide</u> Comprehensive operating instructions and safety guide for the WORKPRO 12V Cordless Rotary Multi-tool, covering assembly, operation, maintenance, and safety precautions.</p>
 <p>WORKPRO OPERATOR'S MANUAL OF JIG SAW BLADE</p>	<p><u>WORKPRO Jig Saw Blades: Operator's Manual, Safety & Maintenance Guide</u> Comprehensive operator's manual for WORKPRO jig saw blades. Learn about intended use, installation, safety regulations, and proper cleaning and maintenance for HSS, HCS, and BIM blades.</p>
 <p>WORKPRO ORIGINAL OPERATING REVOLVING PUNCH PLIERS</p>	<p><u>WORKPRO W031111AU Revolving Punch Pliers Operator's Manual</u> Official operator's manual for the WORKPRO W031111AU revolving punch pliers. Learn about features, operation, safety warnings, and maintenance for this heavy-duty tool designed for various materials.</p>