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› Bonsaii C231-D 100-Sheet Auto-Feed Micro-Cut Paper Shredder User Manual

## Bonsaii C231-D

# Bonsaii C231-D 100-Sheet Auto-Feed Micro-Cut Paper Shredder User Manual

Model: C231-D

## 1. INTRODUCTION AND OVERVIEW

The Bonsaii C231-D is a high-performance paper shredder designed for secure disposal of confidential documents in both home and office environments. It features both automatic and manual feeding capabilities, a micro-cut shredding mechanism for enhanced security, and a generous waste bin capacity. This manual provides essential information for the safe and efficient operation of your shredder.





**Figure 1.1:** Front view of the Bonsaii C231-D paper shredder, showcasing its sleek black design, auto-feed tray, and transparent window for viewing shredded paper levels.

## 2. SAFETY INSTRUCTIONS

To prevent injury or damage to the shredder, please read and follow these safety guidelines:

- 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 moving, cleaning, or emptying the waste bin.
- Do not shred metal objects, wet paper, or adhesive materials.
- Do not use aerosol products near the shredder.
- Ensure the waste bin is correctly inserted before operation.
- Do not attempt to shred more than the specified sheet capacity.
- The shredder is equipped with overload and overheat protection. If activated, allow the unit to cool down before resuming operation.

### 3. PRODUCT COMPONENTS

Familiarize yourself with the main parts of your Bonsaii C231-D shredder:

- **Shredder Head:** Contains the cutting blades and control panel.
- **Auto-Feed Tray:** For automatic shredding of multiple sheets.
- **Manual Feed Slot:** For manual shredding of single sheets, credit cards, and small items.
- **Control Panel:** Features power switch and indicator lights.
- **Waste Bin:** Collects shredded paper.
- **Casters:** Wheels for easy mobility.



**Figure 3.1:** Close-up view of the shredder's top panel, showing the auto-feed opening, manual feed slot, and the control panel with LED indicator lights for Malfunction, Overheat/Overload, and Bin Full, along with the FWD, AUTO, OFF, REV control modes.

## 4. SETUP

1. **Unpack:** Carefully remove the shredder from its packaging.
2. **Position:** Place the shredder on a flat, stable surface. Ensure the casters are locked if you do not intend to move it frequently.
3. **Insert Waste Bin:** Ensure the 16-liter waste bin is fully and correctly inserted into the shredder cabinet. The shredder will not operate if the bin is not properly seated.
4. **Connect Power:** Plug the power cord into a standard electrical outlet.

## 5. OPERATING INSTRUCTIONS

### 5.1 Control Modes

The shredder features four control modes:

- **FWD (Forward):** Manually feeds paper forward. Useful for clearing minor jams.
- **AUTO (Automatic):** The default mode for shredding. The shredder will automatically start when paper is detected in either the auto-feed tray or manual slot.
- **OFF:** Turns the shredder off. Always set to OFF when not in use or during maintenance.
- **REV (Reverse):** Reverses the shredding action. Essential for clearing paper jams.

### 5.2 Automatic Shredding

For shredding multiple sheets of paper:

1. Ensure the shredder is in **AUTO** mode.
2. Open the auto-feed tray cover.
3. Stack up to 100 sheets of paper neatly into the auto-feed tray. Ensure there are no staples, paper clips, or folded corners.
4. The shredder will automatically detect and feed the paper.
5. The maximum continuous run time for automatic shredding is 30 minutes. After this, allow a 40-minute cool-down period.

### 5.3 Manual Shredding

For shredding single sheets, credit cards, or small items:

1. Ensure the shredder is in **AUTO** mode.
2. Insert up to 8 sheets of paper, one credit card, or small paper clips/staples into the manual feed slot.
3. The shredder will automatically start and shred the item.
4. The maximum continuous run time for manual shredding is 10 minutes. After this, allow a 40-minute cool-down period.

# Two Shredding Modes

## Auto Feed Shred ( Only for Paper )



## Manual Feed Shred



**Figure 5.1:** Illustration of the two shredding modes. On the left, the auto-feed tray is shown accepting up to 100 sheets for 30 minutes of continuous operation. On the right, the manual feed slot is shown accepting up to 8 sheets, credit cards, staples, and paper clips for 10 minutes of continuous operation.

# P4 Micro Cut Paper Shredder C231-D

Shred Documents into Tiny Particles,  
Ideal for Handling Important Confidential Files



Paper Shredder C231-D  
4mm  
12mm

**bonsai** 😊

Paper Shredder C231-D  
35mm  
5mm

Other 😞

**Figure 5.2:** Visual representation of the micro-cut shred size, showing paper reduced to 4x12mm particles, indicating a P-4 security level for confidential document destruction.

## 6. MAINTENANCE

### 6.1 Emptying the Waste Bin

When the waste bin is full, the shredder's 'Bin Full' indicator light will illuminate. To empty:

1. Set the control switch to **OFF**.
2. Carefully pull out the waste bin.
3. Dispose of the shredded paper.
4. Reinsert the waste bin firmly until it clicks into place.

# ÜBERLASTUNG



**1** Wenn die rote Überlastungsleuchte blinkt, stellen Sie den Schalter auf REV und entfernen Sie das überzählige Papier.

**2** Zum Schreddern: Legen Sie glattes Papier in die Automatikzuführung und knittiges Papier in die Manuelleinzug. Betätigen Sie beide Öffnungen keinesfalls gleichzeitig.

**Figure 6.1:** Image showing the shredder with its 16-liter waste bin pulled out, highlighting the 'Bin Full' indicator light (flashing green) which signals when the bin needs emptying.

## 6.2 Cleaning

- Always unplug the shredder before cleaning.
- Wipe the exterior with a soft, dry cloth. Do not use abrasive cleaners or solvents.
- Periodically oil the shredder blades with shredder oil to maintain performance and extend the life of the unit. Follow the instructions provided with the shredder oil.

## 7. TROUBLESHOOTING

| Problem | Possible Cause | Solution |
|---------|----------------|----------|
|---------|----------------|----------|

| Problem                        | Possible Cause                                                                                                                                                                                   | Solution                                                                                                                                                                                                                                                            |
|--------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Shredder does not start        | <ul style="list-style-type: none"> <li>• Power cord unplugged</li> <li>• Waste bin not properly inserted</li> <li>• Overheat protection activated</li> <li>• Malfunction indicator on</li> </ul> | <ul style="list-style-type: none"> <li>• Check power connection</li> <li>• Ensure waste bin is fully inserted</li> <li>• Allow shredder to cool down (40 minutes)</li> <li>• Check for paper jam or contact support if malfunction persists</li> </ul>              |
| Paper jam                      | <ul style="list-style-type: none"> <li>• Too much paper inserted</li> <li>• Paper folded or crumpled</li> </ul>                                                                                  | <ul style="list-style-type: none"> <li>• Set to <b>REV</b> mode to clear paper.</li> <li>• If necessary, set to <b>OFF</b>, unplug, and carefully remove paper manually.</li> <li>• Use the <b>FWD</b> mode for stubborn jams after clearing most paper.</li> </ul> |
| Overheat/Overload indicator on | <ul style="list-style-type: none"> <li>• Continuous operation exceeded run time</li> <li>• Too much paper inserted</li> </ul>                                                                    | <ul style="list-style-type: none"> <li>• Set to <b>OFF</b> and unplug.</li> <li>• Allow the shredder to cool down for at least 40 minutes.</li> <li>• Reduce the amount of paper fed at one time.</li> </ul>                                                        |
| Bin Full indicator on          | Waste bin is full                                                                                                                                                                                | Empty the waste bin and reinsert it properly.                                                                                                                                                                                                                       |

# Automatic Reverse

Clears paper jams, reducing the likelihood of paper jams



**Figure 7.1:** Diagram illustrating the automatic reverse mechanism, showing paper being pulled back out of the shredder blades to help clear jams and reduce the likelihood of future blockages.

# Overload/Overheat Protection

Providing users with great operating experience



Red light remains on, indicating that the shredder should be stopped and allowed to cool down.

**Figure 7.2:** Close-up of the control panel showing the 'Overheat Overload' indicator light. A red light indicates that the shredder has exceeded its operational limits and requires a cool-down period.

## 8. SPECIFICATIONS

- **Model:** C231-D
- **Shred Type:** Micro-Cut
- **Shred Size:** 4 x 12 mm
- **Security Level:** P-4
- **Auto-Feed Capacity:** Up to 100 sheets (80gsm paper)
- **Manual Feed Capacity:** Up to 8 sheets (80gsm paper)
- **Waste Bin Capacity:** 16 Liters
- **Continuous Run Time (Auto-Feed):** 30 minutes
- **Continuous Run Time (Manual Feed):** 10 minutes

- **Cool-Down Time:** 40 minutes
- **Noise Level:** 60 dB
- **Dimensions (L x W x H):** 35.7 x 22.3 x 47.2 cm
- **Recommended Use:** Home, Office



**Figure 8.1:** Diagram showing the physical dimensions of the Bonsai C231-D paper shredder: 357 mm (length), 223 mm (width), and 472 mm (height).

## 9. WARRANTY AND SUPPORT

The Bonsai C231-D paper shredder comes with a **2-year warranty**. For any product-related inquiries, technical assistance, or warranty claims, please contact Bonsai customer service. We offer **24-hour customer service** to ensure your satisfaction.

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

## ASK A QUESTION ABOUT THIS MANUAL

Ask about setup, troubleshooting, compatibility, parts, safety, or missing instructions. Manuals+ will review the question and use this page's manual context to help answer it.

### Name

Anonymous

### Email

you@example.com

After a successful submission, we securely hash the supplied account or form email before sending it to Microsoft Advertising for conversion attribution. [Privacy details](#).

### Question

Example: How do I reset this device or fix this error?

### Details

Model number, symptoms, what you tried, or the section of the manual you are using.

Submit question