

Greenworks DD345

Greenworks 24V Cordless Brushless 400 in-lbs Drill/Driver (Model DD345) Instruction Manual

INTRODUCTION

This instruction manual provides essential information for the safe and efficient operation of your Greenworks 24V Cordless Brushless 400 in-lbs Drill/Driver, Model DD345. Please read this manual thoroughly before using the tool and retain it for future reference. Understanding the features and proper usage will ensure optimal performance and extend the life of your drill/driver.

The Greenworks 24V Brushless Drill/Driver is engineered for precision drilling and screwdriving across various materials such as wood and metal. It incorporates a 1/2-inch keyless chuck, a 2-speed transmission (0-450/2000 RPM), and delivers up to 400 in-lbs (45Nm) of torque. The 18+1 position clutch allows for precise control over fastening applications. Powered by a 24V brushless motor, this tool offers enhanced efficiency and extended runtime compared to brushed motor alternatives. Its lightweight design (approximately 2.28 lbs) combined with an ergonomic non-slip grip ensures comfortable handling, particularly in confined spaces. This tool is suitable for carpentry, automotive tasks, and general home improvement projects.

IMPORTANT SAFETY INFORMATION

Always follow basic safety precautions to reduce the risk of fire, electric shock, and personal injury when operating power tools.

- **Read All Instructions:** Familiarize yourself with the tool's operation and safety guidelines before use.
- **Wear Eye Protection:** Always wear safety goggles or safety glasses with side shields when operating the drill/driver.
- **Keep Work Area Clean:** Cluttered areas and benches invite injuries.
- **Avoid Dangerous Environments:** Do not use power tools in damp or wet locations, or expose them to rain. Keep work area well lit.
- **Secure Workpiece:** Use clamps or a vise to hold the workpiece. This is safer than using your hand and it frees both hands to operate the tool.

- **Use Correct Bit:** Ensure the drill bit or screwdriver bit is appropriate for the task and securely installed in the chuck.
- **Maintain Proper Footing and Balance:** Do not overreach. Keep proper footing and balance at all times.
- **Disconnect Power:** Remove the battery pack from the tool before making any adjustments, changing accessories, or storing the tool.
- **Store Idle Tools:** When not in use, tools should be stored in a dry, high, or locked-up place out of reach of children.

PRODUCT FEATURES

The Greenworks 24V Cordless Brushless Drill/Driver is equipped with several features designed for performance and user convenience:

- **1/2-inch Keyless Chuck:** Allows for quick and easy bit changes without a chuck key.
- **2-Speed Transmission:** Provides versatility for various applications, with low speed (0-450 RPM) for high torque tasks and high speed (0-2000 RPM) for faster drilling.
- **400 in-lbs (45Nm) Torque:** Delivers ample power for demanding drilling and driving tasks.
- **18+1 Position Clutch:** Offers 18 torque settings for screwdriving to prevent over-driving screws and stripping, plus a drill mode for maximum power.
- **Brushless Motor:** Provides increased efficiency, longer runtime, more power, and extended tool life compared to traditional brushed motors.
- **Lightweight and Compact Design:** Weighing approximately 2.28 lbs and featuring a compact length of 5.8 inches, it reduces user fatigue and allows access to tight spaces.
- **Ergonomic Non-Slip Grip:** Enhances comfort and control during prolonged use.
- **Built-in LED Work Light:** Illuminates the work area for improved visibility in dimly lit conditions.
- **Belt Clip:** For convenient carrying and quick access to the tool.
- **24V POWERALL™ Battery System Compatibility:** Shares batteries with over 150 other Greenworks 24V tools.

**More Power.
Longer Runtime.
Higher Efficiency.**

Compared with brushed motor



POWERFUL MOTOR

BRUSHLESS

Image: Greenworks 24V Drill Driver highlighting its key features including the 1/2-inch keyless chuck, 2-speed transmission, 18-position clutch, variable speed trigger, cushioned overmold grip, LED worklight, and belt clip.

SETUP

Battery Installation and Removal

Your Greenworks 24V Drill/Driver operates with a 24V lithium-ion battery pack. Ensure the battery is fully charged before initial use.

1. **To Install:** Align the ribs on the battery pack with the grooves in the tool's battery port. Slide the battery pack into the tool until it clicks securely into place.
2. **To Remove:** Press the battery release button located on the battery pack. Pull the battery pack out of the tool.

Charging the Battery

The 2.0Ah battery can be charged using the provided 30W GaN fast charger or via its USB-C port. The battery also functions as a 10,000mAh power bank for charging other devices.

1. Connect the charger to a power outlet.
2. Connect the charging cable to the battery's charging port.
3. The battery indicator lights will show the charging status.

Installing and Removing Drill Bits

The 1/2-inch keyless chuck allows for quick and easy bit changes.

- **To Install:** Rotate the chuck counter-clockwise until the jaws are open wide enough to insert the bit. Insert the drill bit or screwdriver bit into the chuck as far as it will go. Rotate the chuck clockwise to tighten the jaws firmly around the bit. Ensure the bit is centered and secure.
- **To Remove:** Rotate the chuck counter-clockwise to loosen the jaws and remove the bit.



Image: The Greenworks 24V Cordless Brushless Drill/Driver with its battery pack attached, ready for use.

OPERATING INSTRUCTIONS

Speed Selection

The drill/driver features a 2-speed transmission. Use the speed selector switch located on top of the tool to choose between low and high speed.

- **Speed 1 (Low Speed, 0-450 RPM):** Ideal for high-torque applications such as driving screws or drilling large diameter holes.
- **Speed 2 (High Speed, 0-2000 RPM):** Suitable for fast drilling with smaller diameter bits.



Image: A Greenworks 24V Drill Driver in action, demonstrating its 2000 RPM drill speed for efficient material penetration.

Torque Adjustment (Clutch Settings)

The 18+1 position clutch allows you to adjust the torque output to match the material and fastener size, preventing over-driving or stripping.

- Rotate the clutch collar to select a setting from 1 to 18. Lower numbers indicate lower torque, suitable for smaller screws and softer materials. Higher numbers provide more torque for larger screws and harder materials.
- The drill symbol setting provides maximum torque for drilling applications.



2000 RPM Drill Speed

Image: A Greenworks 24V Drill Driver being used to drive a screw, illustrating its capability of delivering up to 400 in-lbs of torque.

Drilling and Screwdriving

- Hold the tool firmly with both hands.
- Position the bit on the workpiece.
- Press the variable speed trigger to start the tool. The LED work light will activate automatically.
- Apply steady, even pressure. Do not force the tool.
- Release the trigger to stop the tool.

LED Work Light

The integrated LED work light automatically illuminates when the trigger is pressed, providing visibility in dark or confined work areas.

greenworks[®] POWERALL™ 24V

1/2" Drill Driver



Image: A user operating the Greenworks 24V Drill Driver in an overhead, compact space, demonstrating its lightweight and ergonomic design for ease of use.

MAINTENANCE

Regular maintenance ensures the longevity and optimal performance of your drill/driver.

- **Cleaning:** Keep the tool's air vents clear and free of debris. Use a soft, damp cloth to clean the exterior. Do not use harsh chemicals or abrasive cleaners.
- **Battery Care:** Store batteries in a cool, dry place away from direct sunlight and extreme temperatures. Do not store batteries in a discharged state for extended periods.
- **Bit Maintenance:** Ensure drill bits and screwdriver bits are sharp and in good condition. Dull or damaged bits can reduce efficiency and increase strain on the tool.
- **Inspection:** Periodically inspect the tool for any signs of damage, loose screws, or worn parts. Contact customer support for repairs if necessary.

TROUBLESHOOTING

If you encounter issues with your Greenworks 24V Drill/Driver, refer to the following common problems and solutions:

Problem	Possible Cause	Solution
Tool does not start.	Battery not installed correctly or discharged.	Ensure battery is fully seated. Charge the battery.
Loss of power during operation.	Battery charge is low. Overload protection activated.	Recharge the battery. Reduce pressure on the tool.
Bit slips in chuck.	Chuck not tightened sufficiently. Bit shank is dirty or damaged.	Tighten chuck firmly. Clean or replace the bit.
Excessive vibration or noise.	Damaged bit. Loose components.	Replace the bit. Check for loose parts and tighten if possible. If issue persists, contact support.

If you experience any issues not covered here, please contact Greenworks customer support.

SPECIFICATIONS

Feature	Specification
Brand	Greenworks
Model Number	DD345
Power Source	Battery Powered (24V)
Maximum Rotational Speed	2000 RPM
Maximum Chuck Size	0.5 Inches (1/2 inch)
Maximum Torque	400 Inch Pounds (45 Nm)
Number of Clutch Settings	18 + 1 (Drill Mode)
Item Weight	2.1 Pounds (Tool Only)
Item Dimensions (L x W x H)	8.7"L x 3.54"W x 8.9"H
Material Type	Metal

GREENWORKS 24V POWERALL™ BATTERY SYSTEM

The Greenworks 24V Drill/Driver is part of the extensive Greenworks 24V POWERALL™ battery system, which allows you to use the same battery across over 150 compatible tools for both indoor and outdoor applications. This system provides versatility and cost savings by eliminating the need for multiple battery types.



Life.Powered.™
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POWERALL™
24V
150+
PRODUCTS

POWERALL™
24V

Image: An overview of the Greenworks 24V POWERALL™ ecosystem, showcasing a wide range of compatible tools that share the same battery system.

Official Product Video: Greenworks 24V POWERALL™ Battery System

Video: This video provides an overview of the Greenworks 24V Home Series, demonstrating the versatility and compatibility of the 24V POWERALL™ battery system across various tools.

PRODUCT DEMONSTRATIONS

Official Product Video: Greenworks New Brushless Cordless Compact Drill Driver DD345

Video: This video showcases the Greenworks New Brushless Cordless Compact Drill Driver DD345 in various applications, highlighting its features and performance in real-world scenarios.

Official Product Video: Greenworks 24V Brushless Drill Driver Compare Video DD345

Video: This comparison video demonstrates the performance of the Greenworks 24V Brushless Drill Driver DD345 against a competitor, focusing on its drilling capabilities.

WARRANTY AND SUPPORT

Greenworks stands behind its products with comprehensive warranty coverage.

- **Tool Warranty:** The Greenworks 24V Drill/Driver (Model DD345) is covered by a 3-year limited warranty.
- **Battery Warranty:** The 24V battery pack is covered by a 2-year limited warranty.

For warranty claims, technical assistance, or to purchase replacement parts, please contact Greenworks customer support through their official website or the contact information provided with your product packaging.