



OPUS VS 1202 CD

EN User guide



1 HEALTH & SAFETY PRECAUTIONS

- Before operating the equipment please read the Health & Safety precautions, manufacturer's recommendations and the operation manual.
- The operation manual should be easily available at any time for the operator.
- The equipment should be installed on a sturdy level surface near a 230 V 50 Hz AC correctly earth socket.
- The equipment:
 - Should be protected against dust and moisture.
 - Must not be placed near a heating or ventilation unit.
 - Should not be used in vicinity of inflammable liquids or gases.
 - Do not put anything on top off the equipment.
 - The power supply cable must be protected against damage.
 - Must not be used to pull or move the equipment or to remove the plug from the socket.
 - Do not put heavy objects on the top of the unit!
 - During long standstills or moving the equipment and to ensure that it is turned off completely, remove the plug from the mains socket.
 - Should be kept away and out of the reach from children and animals.
 - Must not be used for any other purposes, than those indicated in the instruction manual.
 - The equipment must not be located outside, should not be operated in room temperature lower than +8C

Danger!

- If the motor overheats, it will turn off without a signal, turn off the main switch of the shredder immediately and wait for it to cool down!
- The equipment contains electrically driven cutting blades. Ensure long hair, loose jewellery, ties and other loose clothing are kept away from the entry slot they could get entangled in the cutting blades.
- It is necessary to check and supervise, if the equipment is operated and used correctly, if there should be a malfunction, then you must contact the dealer or service team.
- The equipment must not be located outside and should be operated in a room temperature lower than +8 °C.
- Using inappropriate lubricants such as petroleum based cleaning materials, can cause a fire hazard.
- Only authorized and qualified staff may carry out any repairs during the Guarantee/ Warranty period.
- The equipment must be operated in accordance with the general Health & Safety rules.
- Do not leave the equipment operating without an operator.
- Do not turn off the equipment until it has finished working.
- Do not cover the Shredder until it has cooled down should it have over heated, risk of fire.
- After use turn the equipment off by the switch on the unit, next remove the plug from the socket if not in regular use.

2 SYMBOLS

HEALTH & SAFETY		Caution! Sharp elements. Do not touch.		Caution! Moving parts.
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3 RECOMMENDATIONS AND REQUIREMENTS

- The equipment was designed for shredding paper, credit cards and CD/DVDs.
- During longer none operation, the mains switch should be turned "OFF" and unplugged.
- Before shredding, you must remove paper clips and staples from any documents.
- Empty the shredded waste from the bin frequently.
- The shredder can only be operated with the original paper bin supplied.
- Ensure the cutting head is fitted on to the bin correctly, there is a micro switch which fits on to a tab in the bin, allowing the shredder to operate take care not to damage sensor and the tab on the bin.
- To ensure long and faultless use of the equipment do not shred more than 12 sheets of 80 g/m² , one plastic card or one CD at a time.
- Do not shred computer printout paper, PVC foil, coated paper, card or cardboard, it can blunt the blades and cause damage to the cutting mechanism.

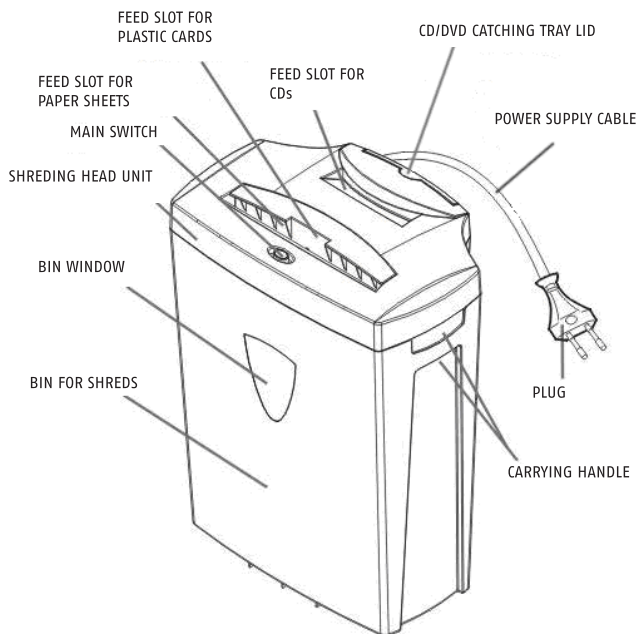
NOTE!

Desk-side shredders are not designed for continuous operation. It is recommended to make at least a 4 minute break after every 2 minutes of shredding. Overloading the shredder may cause it to temporary switch off. Multiple overloads may cause permanent damage of the shredder.

NOTE!

None compliance with the recommendations above can result in, the guarantee / warranty being made void.

4 EQUIPMENT CONFIGURATION



5 ASSEMBLY

- Place the cutting head on the waste basket.
- Plug in the 230 V AC 50 Hz cable in to the wall socket.
- Press the main switch to the position "AUTO/ON".
- Open the CD/DVD catching tray lid, before destroying CDs/DVDs.

Shredder is ready to use

Notice!

Pay attention during the fitting of the cutting head, there is a micro switch which fits on to a tab in the bin, allowing the shredder to operate, take care not to damage sensor and the tab on the shred catching bin.

6 OPERATION

The main slider switch is located at the top of the shredder. It can be set in three positions:

- **AUTO/ ON:** position sign is (⊕) after choosing this option the shredder will start and stop automatically when the paper is inserted in the slot and when shredding has finished.
- **OFF:** position sign is (○) this is recommended during long standstills.
- **REV:** position sign is (|) and used to remove paper if it gets stuck or too many pieces of paper in the slot, pull gently when removing paper. It can also be used for cleaning the shredding mechanism.

CAUTION:

When the waste bin is full the equipment does not stop working, It is very important to remember to empty the shred bin often.

Destroying CDs:

- Open the tray then Insert a CD/DVD into the special feed slot, scoring starts and stops automatically.
- Do not destroy more than one CD/DVD at a time!
- If the CD/DVD gets stuck inside the feed slot, set the main switch in REV position and pull out the CD/DVD.

Destroying plastic cards:

- Insert a plastic credit card into the special feed slot for cards – the shredder starts and stops automatically.
- Do not destroy more than one plastic card at a time!
- If the plastic credit card got stuck inside the feed slot, set the main switch to REV position and pull out the card.

Shredding paper:

- Insert the paper into the special feed slot for documents – the shredder starts and stops automatically.
- Do not destroy more than twelve sheets of paper at a time!
- If the paper gets stuck inside the feeding slot, set the main switch in REV position and pull out the paper that is stuck inside the shredding opening.

7 MAINTENANCE

- To prevent reduction of efficiency, increased sound levels and to prolong the lifespan of the equipment, it is necessary to oil cutting blades regularly.
- After filling the waste bin several times, the blades should be lubricated with special oil (provided by OPUS).
- Put light lines of oil on a few pieces of paper and shred them one at a time so that the oil will spread on the whole cutting mechanism.

8 POSSIBLE MALFUNCTIONS

Malfunction	Possible Cause	Remedy
Equipment does not start after inserting paper into the slot.	<ol style="list-style-type: none"> 1. Shredder is not plug in properly. 2. Pages to be shred are too soft. 3. Overheating. 4. Paper jam. 5. The bin is not fitted properly. 	<ol style="list-style-type: none"> 1. Plug the equipment in correctly. 2. Fold pages or insert more paper in the feed slot. 3. Turn off the shredder, wait about 30 minutes. 4. Turn on once again. 5. Remove stuck paper. 6. Install shred bin correctly.
Equipment does not stop after shredding.	Paper sensor in the entry slot is covered by scraps of paper.	Unplug the shredder first then, clean the paper sensor next to the clear shredding blade switch.
The shredder operates too loud.	Equipment is not on a sturdy and level floor.	Place the machine on study and level surface.
The shredder does not operate correctly.	<ol style="list-style-type: none"> 1. Too many pages inserted into the feed slot. 2. Too thick paper format. 3. Paper to thin. 4. Paper is not inserted in the centre of feed slot. 	<ol style="list-style-type: none"> 1. Reduce number of pages inserted to the slot at one time. 2. Slide the switch to REV position, remove the paper and put less paper in. 3. Folded pages once again. 4. Insert paper in the middle of the feed slot.

9 TECHNICAL DATA

Shredder type:	cross-cut
Feed slot:	Paper 235 mm / CD/DVD 122 mm / Credit card 60 mm
Performance:	12* sheets paper / 1 CD/DVD / 1 Creditcard
Shred size:	4 x 35 mm
Waste bin:	30 Litre
Voltage:	230 V 50 Hz AC
Power:	200 Watts
Input current fuse:	3 Amps
Net weight:	7.5 kg
Gross weight:	8.4 kg
Dimensions:	H 420 x W 355 x D 240 mm

* paper 80 g/m²



Equipment and products marked with this symbol cannot be deposited together with normal or municipal waste. The user is required to take their used product to a collection point for recycling of waste electrical and electronic equipment. Proper segregation of used equipment reduces the negative impact of hazardous substances that may be in there, in to the environment which could impact, human and wild life health. For more detailed information concerning the disposal of used equipment, please contact your local authority, waste disposal service or the point of sale where you purchased the product. By ensuring proper disposal of equipment we are helping to protect the environment, humanity and wild life health.