

# GMC<sup>®</sup>

GLOBAL MACHINERY COMPANY

## INSTRUCTION MANUAL

# *Cordless Drill/Driver*



**2** YEAR  
REPLACEMENT  
WARRANTY

**30** DAY  
SATISFACTION  
GUARANTEE

• Melbourne • Perth • Auckland • Hong Kong • Shanghai  
• Taipei • New York • Verona • London • Paris

GTX18250,  
GTX24250  
050531 E05 JJ

# Contents

<i>Warranty</i>	2
<i>Description of symbols</i>	3
<i>Specifications</i>	3
<i>Safety instructions</i>	4
<i>Additional safety instructions for drills</i>	6
<i>Additional safety instructions for the charger</i>	6
<i>Additional safety instructions for the battery pack</i>	7
<i>Unpacking</i>	7
<i>Know your product</i>	8
<i>Fitting and removing the battery pack</i>	9
<i>Battery charging</i>	9
<i>To obtain the best life for the battery</i>	9
<i>Battery indicator</i>	10
<i>LED Work area light</i>	10
<i>Using the drill</i>	10
<i>Forward/reverse switch</i>	10
<i>Adjustable torque</i>	10
<i>Inserting and removing bits</i>	11
<i>Adjustable side handle</i>	11
<i>Drilling</i>	11
<i>Chuck replacement</i>	12
<i>Maintenance</i>	12

## Full 2 Years Home Use Warranty

Whilst every effort is made to ensure your complete satisfaction with this tool, occasionally, due to the mass manufacturing techniques, a tool may not live up to our required level of performance and you may need the assistance of our service department.

This product is warranted for a 2-year period for home domestic use from the date of the original purchase. If found to be defective in materials or workmanship, the tool or the offending faulty component will be replaced free of charge with another of the same item. A small freight charge may apply.

The warranty replacement unit is only made available by returning the tool to the place of purchase with a confirmed register receipt. Proof of purchase is essential. We reserve the right to reject any claim where the purchase cannot be verified.

This warranty does not include damage or defects to the tool caused by or resulting from abuse, accidents, alterations or commercial or business use.

It also does not cover any bonus accessories unless the tool is a GMC Platinum Professional model.

Please ensure that you store your receipt in a safe place. Conditions apply to the above warranty.

If you need direction of what constitutes a free of charge warranty claim, please review the guide given on the rear of the Receipt Holder. An indication is given as to the types of claim that are permissible, and those that are not.



## Dear Customer

If you require any help with your product, whether it is a Warranty claim, spare part or user information, please phone our Help Line for an immediate response. Phone 1300 880 001 in Australia or 0800 445 721 in New Zealand.

## Introduction

Your new GMC power tool will more than satisfy your expectations. It has been manufactured under stringent GMC Quality Standards to meet superior performance criteria.

You will find your new tool easy and safe to operate, and, with proper care, it will give you many years of dependable service.

**CAUTION.** Carefully read through this entire Instruction Manual before using your new GMC Power Tool. Take special care to heed the Cautions and Warnings.

Your GMC power tool has many features that will make your job faster and easier. Safety, performance, and dependability have been given top priority in the development of this tool, making it easy to maintain and operate.

## Environmental protection



Recycle unwanted materials instead of disposing of them as waste. All tools, hoses and packaging should be sorted, taken to the local recycling centre and disposed of in an environmentally safe way.

## Description of symbols

The rating plate on your tool may show symbols. These represent important information about the product or instructions on its use.



Wear hearing protection.  
Wear eye protection.  
Wear breathing protection.



Double insulated  
for additional protection.



N380

Conforms to relevant standards for  
electromagnetic compatibility.

## Specifications

	<b>GTX18250</b>	<b>GTX24250</b>
Nominale Battery Charge:	18V	24V
Charger:	230-240V ~ 50Hz 62W	230-240V ~ 50Hz 82W
Charging time:	1 Hour	1 Hour
Drill no load speed:	0-550 min <sup>-1</sup>	0-900 min <sup>-1</sup>
Torque settings:	21 Positions	21 Positions
Drill chuck capacity:	10mm Keyless	10mm Keyless
Weight:	2.1kg	2.4kg

## Safety instructions

**WARNING.** Read and understand all instructions. Failure to follow all instructions listed below may result in electric shock, fire and/or serious injury. The term “power tool” in all of the warnings below refers to your mains-operated (corded) power tool or battery-operated (cordless) power tool.

### Save these instructions

#### Work area

- **Keep work area clean and well lit.** Cluttered and dark areas invite accidents.
- **Do not operate power tools in explosive atmospheres, such as in the presence of flammable liquids, gases, or dust.** Power tools create sparks which may ignite the dust or fumes.
- **Keep children and bystanders away while operating a power tool.** Distractions can cause you to lose control.

#### Electrical safety

- **Power tool plugs must match the outlet.** Never modify the plug in any way. Do not use any adapter plugs with earthed (grounded) power tools. Unmodified plugs and matching outlets will reduce risk of electric shock.
- **Avoid body contact with earthed or grounded surfaces such as pipes, radiators, ranges and refrigerators.** There is an increased risk of electric shock if your body is earthed or grounded.
- **Do not expose power tools to rain or wet conditions.** Water entering a power tool will increase the risk of electric shock.
- **Do not abuse the cord.** Never use the cord for carrying, pulling or unplugging the power tool. Keep cord away from heat, oil, sharp edges or moving parts. Damaged or entangled cords increase the risk of electric shock.
- **When operating a power tool outdoors, use an outdoor extension cord suitable for outdoor use.** Use of a cord suitable for outdoor use reduces the risk of electric shock.

## Personal safety

- **Stay alert, watch what you are doing and use common sense when operating a power tool.** Do not use a power tool while you are tired or under the influence of drugs, alcohol, or medication. A moment of inattention while operating power tools may result in serious personal injury.
- **Use safety equipment.** Always wear eye protection. Safety equipment such as a dust mask, non-skid safety shoes, hard hat, or hearing protection used for appropriate conditions will reduce personal injuries.
- **Avoid accidental starting.** Ensure the switch is in the off-position before plugging in. Carrying power tools with your finger on the switch or plugging in power tools that have the switch on invites accidents.
- **Remove any adjusting key or wrench before turning the tool on.** A wrench or a key that is left attached to a rotating part of the power tool may result in personal injury.
- **Do not overreach.** Keep proper footing and balance at all times. This enables better control of the power tool in unexpected situations.
- **Dress properly.** Do not wear loose clothing or jewellery. Keep your hair, clothing and gloves away from moving parts. Loose clothes, jewellery or long hair can be caught in moving parts.
- **If devices are provided for the connection of dust extraction and collection facilities ensure that these are connected and properly used.** Use of these devices can reduce dust-related hazards.

#### Power tool use and care

- **Do not force the power tool. Use the correct power tool for your application.** The correct power tool will do the job better and safer at the rate for which it was designed.

- **Do not use the power tool if the switch does not turn it on and off.** Any power tool that cannot be controlled with the switch is dangerous and must be repaired.
- **Disconnect the plug from the power source before making any adjustments, changing accessories, or storing power tools.** Such preventive safety measures reduce the risk of starting the power tool accidentally.
- **Store idle power tools out of the reach of children and do not allow persons unfamiliar with the power tool or these instructions to operate the power tool.** Power tools are dangerous in the hands of untrained users.
- **Maintain power tools.** Check for misalignment or binding of moving parts, breakage of parts and any other condition that may affect the power tool's operation. If damaged, have the power tool repaired before use. Many accidents are caused by poorly maintained power tools.
- **Keep cutting tools sharp and clean.** Properly maintained cutting tools with sharp cutting edges are less likely to bind and are easier to control.
- **Use the power tool, accessories and tool bits etc., in accordance with these instructions and in the manner intended for the particular type of power tool, taking into account the working conditions and the work to be performed.** Use of the power tool for operations different from intended could result in a hazardous situation.

### Service

- **Have your power tool serviced by a qualified repair personnel using only identical replacement parts.** This will ensure that the safety of the power tool is maintained.

## Additional safety instructions for drills

### Wear ear protectors with impact drills.

Exposure to noise can cause hearing loss.

### Use auxiliary handles supplied with the tool.

Loss of control can cause personal injury.

- If possible, always use clamps or a vice to hold your work.
- Always switch off before you put the drill down.
- Ensure that the lighting is adequate.
- Do not put pressure on the drill, such that it slows the motor down. Allow the drill bit to cut without pressure. You will get better results and you will be taking better care of your tool.
- Keep the area free of tripping hazards.
- Do not let anyone under 18 years operate this tool.
- Only use accessory bits in good condition.
- Before drilling, check that there is sufficient clearance for the drill bit under the workpiece.
- Do not touch the bit after operation. It will be very hot.
- Keep your hands away from under the workpiece.
- Never use your hands to remove sawdust, chips or waste close by the bit.
- Rags, cloths, cord, string and the like should never be left around the work area.
- Support the work properly.
- If you are interrupted when operating the drill, complete the process and switch off before looking up.
- Periodically check that all nuts, bolts and other fixings are properly tightened.
- When using the drill, use safety equipment including safety glasses or shield, ear defenders, and protective clothing including safety gloves. Wear a dust mask if the drilling operation creates dust.

*If in doubt, do not plug in the tool. Using a power source with a voltage less than the nameplate rating is harmful to the motor.*

*The tool must be used only for its prescribed purpose. Any use other than those mentioned in this Manual will be considered a case of misuse. The user and not the manufacturer shall be liable for any damage or injury resulting from such cases of misuse.*

*To use this tool properly, you must observe the safety regulations, the assembly instructions and the operating instructions to be found in this Manual. All persons who use and service the machine have to be acquainted with this Manual and must be informed about its potential hazards.*

*Children and frail people must not use this tool. Children should be supervised at all times if they are in the area in which the tool is being used. It is also imperative that you observe the accident prevention regulations in force in your area. The same applies for general rules of occupational health and safety.*

*The manufacturer shall not be liable for any changes made to the tool nor for any damage resulting from such changes.*

*Even when the tool is used as prescribed it is not possible to eliminate all residual risk factors. The following hazards may arise in connection with the tool's construction and design:*

- *Damage to the lungs if an effective dust mask is not worn.*
- *Damage to hearing if effective ear defenders are not worn*

### **Additional safety instructions for the charger**

- *Before using the charger, read all the instructions and cautionary markings on the charger and battery pack as well as the instructions on using the battery pack.*
- *Only charge your batteries indoors as the charger is designed for indoor use only.*

- **DANGER.** *If the battery pack is cracked or damaged in any other way, do not insert it in the charger. There is a danger of electric shock or electrocution.*
- **WARNING.** *Do not allow any liquid to come into contact with the charger. There is a danger of electric shock.*
- *To allow the battery pack to cool down after charging, do not place it in a hot environment such as a metal shed or open trailer left in the sun.*
- *The charger is not intended for any use other than charging the exact type of rechargeable battery pack as supplied with the charger. Any other use may result in the risk of fire, electric shock or electrocution.*
- *The charger and battery packs supplied with it are specifically designed to work together. Do not attempt to charge the battery pack with any other charger than the one supplied.*
- *Do not place any object on top of the charger as it could cause overheating. Do not place the charger near any heat source.*
- *Do not pull on the lead of the charger to disconnect it from the power source.*
- *Make sure that the charger cable is positioned where it will not be stepped on, tripped over or otherwise subjected to damage or stress.*
- *Do not use an extension cord unless it is absolutely necessary. The use of an improper extension cord could cause the risk of fire, electric shock or electrocution.*
- *Do not use the charger if it has been subjected to a heavy knock, dropped or otherwise damaged in any way. Take the charger to an authorised service centre for a check or repair.*
- *Do not disassemble the charger. Take it to an authorised service centre when service or repair is required. Incorrect re-assembly may result in the risk of fire, electric shock or electrocution.*

- *To reduce the risk of an electric shock, unplug the charger from the power supply before attempting to clean it. Removing the battery alone does not reduce the risk.*
- *Never attempt to connect two chargers together.*
- *Do not store or use the tool and battery pack in locations where the temperature may reach or exceed 104°F (40°C) such as alongside sheds or metal structures in the summer.*
- *The charger is designed for use from a standard household electrical supply (230–240 volts). Do not attempt to connect the charger to a supply with a different supply.*
- *If you wish to charge a second battery pack, unplug the charger from the mains supply and leave it for at least 15 minutes. After this time you can charge a second battery pack.*

### **Additional safety instructions for the battery pack**

- *The battery pack for this tool has been shipped in a low charge condition. You should charge the battery pack fully before use.*
- *To ensure the longest battery life and best battery performance, always charge the battery when the air temperature is between 18–24°C. Do not charge the battery pack when the temperature is below 0°C, or above 40°C. This is important. Failure to observe this safety rule could cause serious damage to the battery pack.*
- *Do not incinerate the battery pack even if it is seriously damaged or can no longer hold a charge. The battery pack can explode in a fire.*
- *Never attempt to open the battery pack for any reason. If the plastic housing of the battery pack breaks open or cracks, immediately discontinue its use and do not recharge it.*

- *The battery pack utilizes nickel-cadmium cells. Cadmium is considered to be a toxic material. Use an environmentally safe disposal unit at a municipal waste disposal centre to dispose of a damaged or worn out battery.*

### **Unpacking**

*Due to modern mass production techniques, it is unlikely that your GMC Power Tool is faulty or that a part is missing. If you find anything wrong, do not operate the tool until the parts have been replaced or the fault has been rectified. Failure to do so could result in serious personal injury.*

## Know your product

This drill is mainly used for drilling in wood or metal sheet and screwdriving. Use the tool and accessories only for intended applications. All other applications are expressly ruled out.

1. Keyless chuck
2. Torque collar
3. Trigger with variable speed control
4. Forward/reverse switch
5. Side handle
6. Side handle clamp knob
7. Battery pack release tabs
8. Rechargeable battery pack
9. Charger
10. LED Lights
11. Battery indicator button
12. LED Light switch



## Fitting and removing the battery pack

To remove the battery pack from the drill firmly press the battery release tabs (7) at either side of the battery pack, and slide the battery backward out of the tool.

To install the battery pack, align rails, on the tool with the tabs on the battery pack and slide the battery pack on to the drill. Ensure the battery pack is sitting straight on the foot and correctly entering the runners. The battery should slide fully on to the drill foot until the battery pack “clicks” into position.



## Battery charging

1. Connect charger (9) to power source. The green light (a), should light up. This indicates the charger is ready to begin charging.
2. Position battery pack on charger, align rails (d), on battery charger with (e) on battery pack. Slide battery forward onto charger until it clicks into position.



3. The red light (b), should begin to glow continuously, indicating that the battery pack is receiving a “Fast Charge”.



4. After approximately one hour, the “Fast Charge” indicator red light (b) should go out indicating that the battery pack is fully charged and that the charger is now in a “Maintenance Charge” mode, this is confirmed by the light (a) coming back on. The battery pack can be left on Maintenance Charge” until you are ready to use it.
5. To remove the battery pack from the charger depress the battery pack release buttons (6) and slide the battery off.

**Warning.** Do not leave batteries charging for longer than 24 hours.

**Note.** Depending on room temperature, line voltage, and existing charge level, initial battery charging may take longer than one hour.

**Note.** Disconnect charger from power source when not in use.

## To obtain the best life for the battery

Never allow the drill to come to a complete stand still before recharging. The battery should be placed on charge whenever the battery is noticeably running down or the drill no longer performs a task it previously performed.

Avoid conducting short charges. Make sure that the battery is fully charged every time by allowing the charger to complete its full charging cycle.

Avoid allowing loose items like screws or nails etc to be stored with battery packs as these or similar items can short battery packs and cause a fire or explosion.

Always unplug the charger when not in use and store in a dry secure place.

Avoid charging or storing your battery in temperatures below 0°C and above 40°C.

## Battery indicator

To activate the battery indicator feature first pull the trigger switch (3) then press the battery indicator button (11), this will display the level of charge remaining in the battery. There are 3 levels of charge low, medium and high. When the battery indicator is showing only 1 LED (low) the battery should be removed and put on the charger.



## LED Work area light

The drill has 3 LED lights (10) to illuminate the work area and improve vision when drilling in areas with insufficient light.

To turn the LED lights on and off depress the LED light switch (12).



## Using the drill

Use the forward/reverse switch (4) to select the direction of rotation, then pull the trigger (3). This trigger switch is an electronic variable speed control which enables the user to vary the speed continuously. The speed varies according to how far the trigger switch is depressed, the further it is depressed the faster the chuck will rotate and the lighter it is depressed, the slower it will rotate.

To stop the drill, release the trigger switch.



**Note.** You can only change the direction of rotation of the drill using the forward/reverse switch when the trigger is NOT depressed.

## Forward/reverse switch

This switch (4) will allow you to change the direction of the motor while the trigger switch is not depressed.

Drilling uses the forward mode. The reverse mode is intended for the removal of screws.



## Adjustable torque

This drill is equipped with 20 torque settings plus one drill setting which are controlled by the torque collar (2). By rotating the collar behind the chuck, it is possible to adjust the torque.

This will allow better control when using the drill as a screwdriver as it prevents over-tightening of the screws.

For drilling, always use the use the Drill position by aligning the Drill symbol with the triangular indicator on the front face of the drill near the torque collar.

For setting the torque position, select a low setting on the torque collar and align the selected symbol with the triangular indicator on the top of the drill. Increase gradually to set the correct torque. It is better to use a scrap piece of material if possible to set the torque.



## Inserting and removing bits

This drill has a keyless chuck, which means that a chuck key is not needed to secure a bit in the drill.

1. Open the chuck by holding the rear section of the chuck firm and rotating the front section in a anti-clockwise direction, sufficiently enough to allow the drill bit required to fully enter the jaws of the chuck.



2. Ensure the drill bit is fully inserted, so that the chuck jaws grip the straight section of the bit.
3. Holding the rear section of the chuck firmly, rotate the front section of the chuck clock-wise until the jaws tighten on the drill bit. The front section of the chuck needs to be tightened firmly to ensure the drill bit is held securely.
4. To remove the drill bit, hold the rear section of the chuck firmly and rotate sharply the front section of the chuck in a anti-clockwise direction, sufficiently enough to allow the drill bit to be removed.

## Adjustable side handle

1. Turn the side handle clamp knob (6) anti-clockwise to loosen the collar fully and slip it over the chuck (1) onto the drill.
2. Adjust the position of the side handle (5) to suit the application and tighten the side handle clamp knob (6) to secure it in place.



## Drilling

### Drilling metals

- Always clamp sheet metal.
- Support thin metal with a block of wood to avoid distorting it.
- Use a punch to mark the centre of the hole.
- Use a suitable lubricant for the material you are working on,

#### USE:

Oil  
Turpentine or paraffin  
Do not lubricate

#### FOR:

Steel  
Aluminium  
Brass, copper or cast iron

### Drilling plastics and plastic coated chipboard

- Use high speed drill bits
- See drilling wood below

### Drilling masonry

- This drill is not designed for drilling masonry. Purchase or hire a Hammer drill.

### Drilling wood

- Clamp a piece of scrap wood to the back of your work to prevent splintering.

### All drilling operations

- Mark off the centre of the hole using a centre punch or nail.
- Don't force the drill, let it work at its own pace
- Keep the drill bit sharp.
- Reduce pressure, as the drill is about to break through the item being drilled.

## **Chuck replacement**

*The chucks of reversible drills are always fixed by a screw with a left-hand thread. The screw, which is located in the centre of the chuck, must be removed before the chuck can be removed. To remove the screw, turn it in a clockwise direction. The chuck can now be removed by unscrewing it anti-clockwise. If you have trouble removing the chuck take the drill to your nearest authorised service centre for chuck replacement.*

**Caution.** *Always ensure that the drill is switched off and the battery pack is removed before making any adjustments.*

## **Maintenance**

- *Store the tools, instruction manual and where necessary the accessories in the original packaging. In this way you will always have all the information and parts ready to hand.*
- *Do not throw used batteries into fire or water. There is a danger of explosion! Please hand in non-working or used batteries, or tools with built-in batteries, to the environmentally-safe disposal unit at a municipal waste-disposal centre, or to your dealer.*

## **Power cord maintenance**

*If the supply cord needs replacing, the task must be carried out by the manufacturer, the manufacturer's agent, or an authorised service centre in order to avoid a safety hazard.*

# Carefully read the entire *Instruction Manual* before using this product.

**Before returning this product for a Warranty Claim or any other reason**  
**Please Call 1300 880 001 (Australia)**  
**or 0800 445 721 (New Zealand)**

**When you make your call, please have the following information at hand:**

- **GMC Product Type**
- **GMC Product Code**

A GMC Service Engineer will take your call and, in most cases, will be able to solve your problem over the phone.

You are welcome to use this phone-in service to make suggestions or give comments about any GMC product.

With continuing product development changes may have occurred which render the product received slightly different to that shown in this instruction manual. The manufacturer reserves the right to change specifications without notice. Note: Specifications may differ from country to country.



The GMC 777 Helpline operates from 7am to 7pm, 7 days a week (EST). This allows you to contact GMC directly with any queries and technical questions you have regarding our products.



45-55 South Centre Road  
Melbourne Airport  
Victoria, Australia 3045

Tel: (03) 8346 1100 Fax: (03) 8346 1200



**Save this Manual for future reference.**