



Daily & Weekly Cleaning Instructions

Use this guide for your daily and weekly cleaning instructions. The front page displays a quick overview to use as a checklist. The additional pages show detailed steps for the cleaning processes.

Daily Cleaning Checklist

(for details, proceed to page 2)

****Machine will lock 24 hours after last cleaning process and require a new cleaning cycle. Plan ahead for daily cleaning at end of day or at a low usage time.****

- 1) Start the Automatic Cleaning Process**
 - Press and Hold the "cleaning button" until the cleaning prompt appears
 - Proceed to follow the instructions on touchscreen

Cycle approx. 20 minutes and will need additional action when complete. Do not leave to run overnight.

- 2) General Cleaning**
 - Empty and clean drip tray and grounds drawer
 - Wipe down outside panels

- 3) Clean Steam Wand & Coffee Outlet**
 - Twist to remove plastic protection to a clean the inner part of steam outlet
 - Push the outlet upwards. Unscrew middle screw. Pull the outlet block away downwards. Clean and then put back into place.

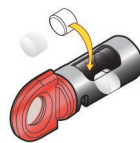
Weekly Cleaning Checklist

(for details, proceed to page 3)

- 1) Clean the Bean Hopper**
 - Ensure all leftover beans are vacuumed out of the machine to allow the hopper to attach properly.
 - Bean hoppers must be empty when reinstalled.

Required Tools and Supplies:

- Coffee Cleaning Tablets
- Brushes for cleaning spouts
- Gloves and protective goggles
- Vacuum
- Microfiber Cloth
- Sanitizer



Red cleaning key (small)

The cleaning key cleans the espresso sections of the machine. It can be found on the bottom left side in the housing (the grounds drawer must be removed). Use the Black&White Cleaning Tablets for this key.



Warning

To reduce surface damage:

- Remove jewelry/rings when cleaning
- Do not use sharp objects around the machine
- Do not bang coffee grounds draw when emptying
- Do not place signs on or around the machine



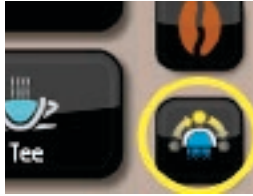
Daily Cleaning Instructions

1) Start the Automatic Cleaning Process

****Machine will lock 24 hours after last cleaning process and require a new cleaning cycle. Plan ahead for daily cleaning at end of day or at low usage time.****



a) Press anywhere on screen to activate main display.



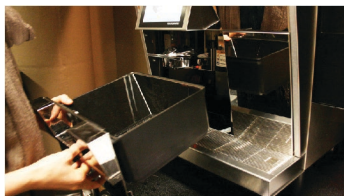
b) Press and firmly hold the "Cleaning Button" until the confirm cleaning screen appears.
NOTE: If the "Cleaning Button" is not held long enough, a rinse will start. Wait for the rinse to complete then press and hold again.



c) Confirm cleaning cycle by pressing the rinse icon to proceed to follow instructions on touchscreen and insert cleaning tablet.

The automatic cleaning process takes about 20 minutes. Manual action is needed at the end of cycle. DO NOT leave the cleaning cycle run to overnight!

2) General Cleaning



a) Lift the drink spout and pull the grounds drawer out. Empty the grounds, clean with hot water and dry thoroughly. Reinsert into machine.



b) Remove and clean drip trays (carefully as they may contain water) Dry thoroughly and reinsert into machine with circle on grate aligning to the spout.

CRITICAL: DO NOT remove during auto-clean.



c) Wipe down outside panels of the machine using a soft cloth.

3) Clean the SteamWand and Coffee Outlet



a) Remove plastic protection by twisting clockwise to clean the inner part of the steam outlet.



b) Wipe the steam wand with a clean, damp cloth and reinstall the plastic protection.



c) Push the outlet upwards. Unscrew middle screw.



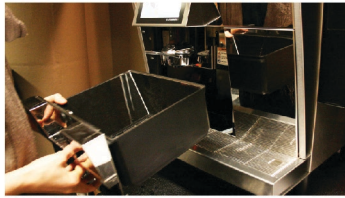
d) Pull the outlet block away downwards, clean and then put back into place.

Your daily cleaning process is complete.



Weekly Cleaning Instructions

1) Removing and cleaning the bean hopper



a) Remove grounds drawer and switch off the machine



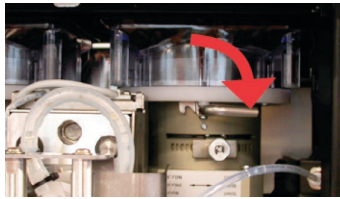
b) Use key to remove the front of the machine



c) Pull the two latches on each side of the spout toward you to unlock the assembly door.



d) Open/lift main assembly door.



e) Turn the lever on the bean hopper clockwise to loosen the bean hopper



f) Remove the bean hopper using both hands



g) Unlock the hopper and remove the beans. Rinse with warm water and allow to completely dry.

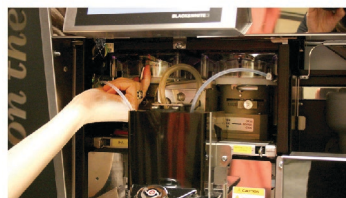


h) Vacuum the top of the machine and inside the bean hopper to remove any left over coffee bean remnants.



i) Replace bean hopper when completely dry.
NOTE: Bean hopper must be completely empty when re-installed.

CRITICAL: If not thoroughly cleaned and vacuumed, crushed beans may compromise the machine's performance and the hopper will not attach properly.



j) Turn lever on bean hopper counter clockwise lock hopper back in place.



k) Close the main assembly door. Replace and lock the front panel above the drink spout, and reinsert grounds drawer.

Your weekly cleaning process is complete.