

Melitta®



MELITTA® CAFINA® XT4

Operating Instructions

Melitta®
PROFESSIONAL

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Translation of the original operating instructions



1 General

1.1 Manufacturer information

Melitta Professional Coffee Solutions GmbH & Co. KG
Zeichenstr. 60
32429 Minden
Germany
Internet: www.melitta-professional.de

1.2 About these instructions

These instructions form part of the equipment. They contain important information on safety, installation, usage, and cleaning. Observing these instructions helps preserve your safety and helps avoid damage to the product.

We reserve the right to make changes to these instructions due to technical modifications. Reprints, translations, and reproductions in any form, including excerpts, require written agreement from the publisher.

The copyright is held by the manufacturer.

1.3 Explanation of symbols

⚠ DANGER

Danger of death!

Identifies hazards that could result in serious injury or even death if the corresponding hazard notice is not observed.

⚠ WARNING

Personal injury!

Identifies hazards that could result in injury if the corresponding warning notice is not observed.

⚠ CAUTION

Minor injuries!

Identifies hazards that could result in minor injuries.

⚠ ATTENTION

Property damage!

Identifies the risk of possible property damage.

▶ **Note**

Identifies usage tips and useful information.

1.4 Description

This machine is a fully automatic coffee machine. Depending on the machine equipment level, the following products can be dispensed:

- Coffee, coffee and milk, and milk products
- Instant products
- Hot water and steam

The housing is made from aluminum and high-quality plastic. The design of this machine facilitates compliance with the following operator requirements:

- HACCP hygiene guidelines
- Accident prevention regulations for electrical safety in the commercial sector

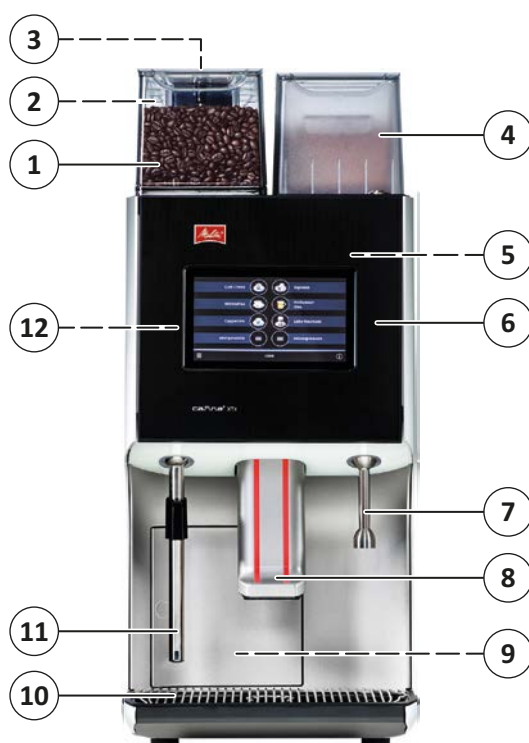


Fig. 1: Overview

- 1 Bean container 1 (front)
- 2 Bean container 2 (rear)
- 3 Chute (behind bean container 1)
- 4 Instant container cover (over instant container)
- 5 Mixer unit (behind the machine door)
- 6 Machine door with display (touch screen)
- 7 Hot water wand (option)
- 8 Beverage outlet (height-adjustable)
- 9 Coffee grounds drawer (behind the grounds drawer door)

000492

- 10 Drip grid
- 11 Steam wand, milk foam wand (options)
- 12 Main switch (behind the machine door)

The nameplate is located on the inside of the grounds drawer door.

1.5 Accessories

Accessories supplied

- 1 cleaning container, white
- 1 removal tool
- 1 microfiber cloth
- 1 tin of Melitta® Cafina® Multi TF-Tabs (art. no. 31547)
- 10 bags of Melitta® Cafina® AMC cleaner (art. no. 35289)
- 1 coffee measure 8 g
- 1 set of operating instructions

Accessories available

Cup warmer	XT CW30
Milk coolers	XT MC 5L, XT MC18, XT MC30, XT MCU30
Combined milk cooler/ cup warmer unit	XT MC-CW30
Billing systems	Coin acceptor, coin changer, card reader
Grounds disposal	Container discharge
Supply containers	Lockable bean containers, extended bean container 2

1.6 Conformity

The manufacturer hereby declares that the product described in these operating instructions complies with the EU Directive on “electromagnetic compatibility”, the “Directive on the restriction of the use of certain hazardous substances in electrical and electronic equipment”, and, where applicable, the “Machinery Directive” or the “Low Voltage Directive”. Applicable as well as further details can be found in the EU declaration of conformity provided separately.

2 Safety

2.1 Intended use

This machine is a fully automatic coffee machine for dispensing coffee, coffee and milk, and milk products as well as hot water at increased daily requirements of beverages in the gastronomic sector.

The following operating modes are available:

- Operation by trained personnel
- Supervised self-service operation
- Operation with fixed water connection
- Non-pressurized operation via fresh water and waste water canisters
- Stationary installation within dry, enclosed rooms

This machine is **not** intended for the following uses:

- In areas with high air humidity (e.g., areas with considerable amounts of steam) or outdoors.
- On board vehicles or mobile facilities (please contact the manufacturer).

2.2 Safety information

2.2.1 General

The following safety information relates to the machine only. In addition, there may be legal requirements in place for the owner/operator, e.g., regarding food hygiene and safety at work.

- Only use the machine when you have read and understood these instructions in full.
- When operating the machine, always observe all information and guidelines in these instructions.
- Keep these instructions at the place of use of the machine.

2.2.2 Personnel

- This machine can be used by children of 8 years and above as well as persons with reduced physical, sensory, or mental capabilities if supervised or when they have been trained in the safe use of the equipment.
- Children under 8 years of age must be kept away from the machine.
- Children must not be permitted to play with the equipment.
- Cleaning and user maintenance must not be performed by children.
- Persons with limited experience and knowledge must be able to recognize hazards arising from incorrect operation.
- A user is only permitted to operate the machine without supervision if it has been explained in such a way so that the user knows how to operate it safely.
- In self-service operation, the machine must be supervised by trained personnel.
- Repairs and maintenance work may only be carried out by Melitta customer service or by specialist personnel authorized by the manufacturer. Incorrectly performed repair work can result in considerable risk to the user.

- The area reserved specifically for customer service is only to be accessed by persons who have sufficient knowledge and practical experience of the equipment, particularly with regard to safety and hygiene.
- Settings may only be made, and cleaning and preparation work may only be carried out on the machine by persons who have been trained by the installation engineer or by the manufacturer.
- Faulty components may only be replaced with original spare parts. Otherwise warranty claims will be void.

2.2.3 Correct use

- The machine can be damaged by penetrating water. The machine is not protected against jets of water. Protect the machine against water and spray water.
 - Never pour water over the machine.
 - Do not use any water jets, high-pressure cleaners, or steam cleaners to clean the machine.
 - The machine is not suitable for installation on a surface where a water jet might be used.
- When the machine is unattended for extended periods, switch it off at the main switch and close the water tap.
- Never open the covers unless explicitly instructed to do so. Similarly, never remove bolts and the housing parts that they hold in place. Contact with live parts poses a danger of death due to electrical voltage.
- Never reach into a machine opening when the machine is running.

- Do not hold any body parts under the outlets when hot liquids or steam are being dispensed. This occurs in the following situations:
 - After switching on
 - When beverages are being dispensed
 - During automatic cleaning
 - During rinsing processes (e.g., when switching off)
- Do not touch any hot parts.
- When products are being dispensed, there is a risk of scalding from the actual products. Always take care when handling hot beverages.
- Take note of any visible damage or malfunctions. Obvious malfunctions include water leaks, odors and heat formation, unusual noises, as well as error messages on the display. In the event of any unusual situation:
 - Disconnect the mains plug
 - Switch off the water supply
 - Contact customer service
 - Have the machine checked and repaired by customer service
- Clean the machine at least once per day, especially the parts in contact with milk. Impurities could cause health problems.
- Comply with all intervals for cleaning, inspection, and maintenance, as specified in the instructions. Otherwise, the safety, functional reliability, and durability may be impaired.

3 Technical data

Machine specifications

Dimensions (W x D x H)	300 x 580 x 715 mm*
Weight	approx. 60 kg
Coffee supply	2 x 3 l / 2 x approx. 1000 g*
Instant supply	1 x 1.7 l / 1 x approx. 1300 g or 2 x 1 l / 2 x 450-800 g
Coffee grounds drawer capacity	For approx. 30 portions

* Option "Extended bean container 2": 860 mm (H), 1 x 6 l / 1 x approx. 2000 g

Operating data

Hourly output	31 l hot water or 120 cups of Café Crème (125 ml) (2 x Café Crème 170 cups)
Permissible ambient temperature	+ 5-30 °C
Permissible air humidity	< 80 % non-condensing
Noise level	< 70 dB(A)

Electrical connection

Power supply	200-240 V, 50-60 Hz
Power consumption	2175-3040 W
Fuse protection provided by customer	16 A (required)
Connection	1.8 m mains cable with shock-proof mains plug

Water connection

Fresh water connection	G 3/4" outer thread
Fresh water pressure	At least 0.25 MPa (2.5 bar) at approx. 2 l/min, a pressure reducer is required for static pressures higher than 0.6 MPa (6 bar)
Fresh water carbonate hardness	1-3 °dKH: no action required, 4 °dKH and above: decarbonization system required (e.g., BRITA-Purity), less than 1 °dKH: consult manufacturer
Waste water connection	At least DN 25 - NW 1"

4 Installation

The machine is set up, installed, and handed over ready for use by customer service. Due to the associated hazards, modifications to the installation or setup must be carried out by customer service only.

4.1 Prerequisites

Make sure that the following prerequisites are met before you use the machine.

4.1.1 Water connection

The water connection must be easy to shut off at any time during operation (shut-off valve). The equipment is to be installed to comply with the applicable federal, state, or local plumbing codes and regulations, e.g., EN 61770.

The limit values for water pressure and carbonate hardness as given in the technical data must be observed.

Only use a new hose set. Old or used hose sets are not permitted to be reconnected.

The water drain must only be installed via a fixed connection with odor trap that is protected against backwater and backflow. This prevents contamination in the machine due to backflowing waste water.

4.1.2 Electrical connection

The supply voltage must match the specifications on the nameplate.

The supply line must be protected at the site using a residual current circuit breaker (RCCB) (max. 30 mA).

For connection via a mains plug, the socket must be easily accessible during operation so that the plug can be disconnected in the event of a fault.

Due to the high power, a separately fused circuit is required for the machine.

This machine must be connected to a supply with a mains impedance Z_{\max} of no more than 0.277 Ohm. If required, please consult your supply authority for mains impedance information.

4.1.3 Installation location

The machine is only to be installed and used in enclosed, dry areas; it must not be operated outdoors.

The effects of humidity and temperature may adversely affect the function and safety of the equipment.

The machine must always be installed and stored in frost-free locations.

The installation area must provide sufficient distances from walls and objects due to the heat generated and for operation of the machine.

Distances

To the back	At least 5 cm
To the top	At least 20 cm

In self-service operation, the machine and all accessory units must be installed in such a way that they can be permanently supervised by trained personnel.

The machine must be positioned level and free of vibrations. Adjustable feet are provided so that the unit can be leveled out on slightly uneven surfaces.

4.1.4 Product material

Coffee beans must be suitable for use in commercial coffee machines.

Extraneous matter, such as pieces of wood, stones, or metal, etc., must be removed to prevent damage to the grinder.

Ground coffee or instant powder must be suitable for use in commercial coffee machines. Only use dry and loose material without clumps.

To ensure milk foam of the best possible quality, use ultra-heat treated (UHT) milk cooled to a temperature of 3 °C (± 2 °C).

Do not use milk that has not been treated in a dairy. Lactose-free milk, milk from animals other than cows, soy milk, alternative sources of protein, or additives can be used; then, however, the cleaning of the milk system cannot be ensured. The machine's owner/operator is responsible for any breakdowns and work by customer service.

4.2 Canister operation (option)

If your machine cannot be permanently connected to the fresh water and waste water system, you can also operate it with two canisters.

Also observe the limit values for the water carbonate hardness in this process. Where necessary, the fresh water supply must be topped up via a water filter (e.g., BRITA-Purity).

The canisters must always be installed by customer service.

► **Note**
Particular care with regard to hygiene is required for canister operation. Observe the relevant notes in chapter 8.5 on page 29.

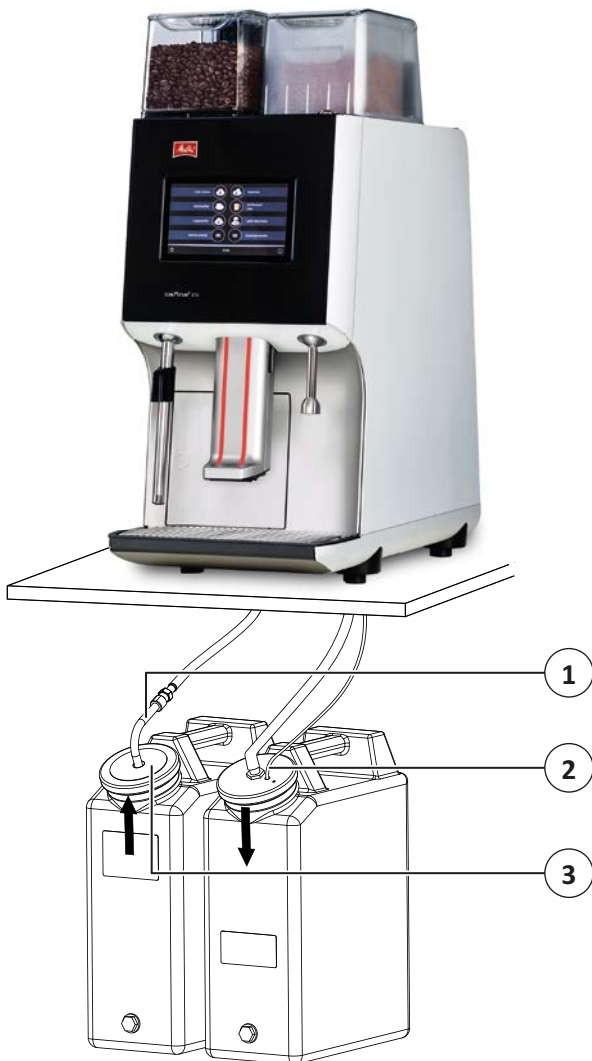


Fig. 2: Canister operation

In daily operation, the fresh water canister must be filled with sufficient water and the waste water canister must be drained when necessary.

4.2.1 Filling the fresh water canister

1. Pull the suction lance (1) together with the cover disk (3) out of the canister lid.
 2. Unscrew the lid from the canister.
 3. Before filling, clean the fresh water canister and its lid area with standard dishwashing detergent and rinse off the cleaner residues thoroughly.
 4. Fill the canister with fresh water.
 - Observe the limit values for the water carbonate hardness. Where necessary, the fresh water supply must be topped up via a water filter (e.g., BRITA-Purity).
 5. Screw the lid back onto the canister.
 6. Slide the suction lance (1) through the hole in the canister lid.
 - Make sure that the suction lance touches the bottom of the canister.
 7. Place the cover disk (3) on the lid.
- ✓ The fresh water canister is ready for operation.

4.2.2 Emptying the waste water canister

1. Remove the drain tube (2) from the canister lid.
 2. Unscrew the lid from the canister.
 3. Empty the canister.
 4. Screw the lid back onto the canister.
 5. Insert the drain tube (2) through the hole in the canister lid.
- ✓ The waste water canister is ready for operation.

5 Operation

Initial commissioning is carried out by customer service. If you want to put the machine back into operation following a standstill, clean the machine as described (see chapter 8 on page 28).

5.1 Switching the machine on and off

5.1.1 Switching on



Fig. 3: Switching on the machine

1. Check that the water supply is on.
2. Open the machine door (3) using the key (1).
3. Switch the machine on using the main switch (2).
4. Close the machine door.
5. Continue as described in chapter 5.1.2 on page 10.

► **Note**
The main switch can be used to switch the machine off entirely, e.g., during extended standstills.

5.1.2 Stand-by operation

In daily operation, it is sufficient to switch the machine on and off via the display only (stand-by operation):

1. Touch the display.
 - If required, you have to enter a password first (see chapter 7.1.2 on page 21).

The button to switch on the unit is shown on the display.

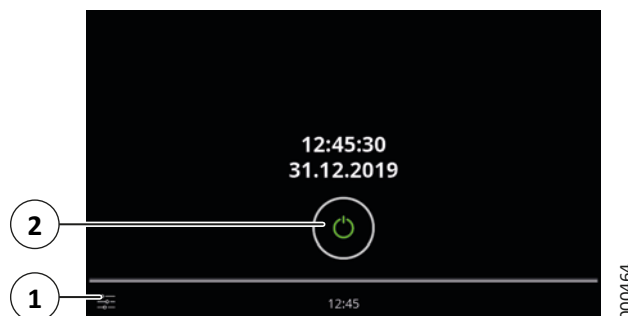


Fig. 4: Switching on the machine

2. Press the button (2).

► **Note**
By pressing the button “Configuration” (1), you can set up the machine even when it is switched off.

The switch-on process is started and takes several minutes.

▲ CAUTION

Danger of burns on the beverage outlet!

Hot water runs out of the beverage outlet when the lines are rinsed.

- Do not reach underneath the outlets.
 - The lines are rinsed.
 - The machine is heated to the required temperature.
 - The required pressure is built up in the steam boiler.

Once the switch-on process has finished, the products that can be dispensed are listed on the display.

- ✓ The machine is ready for operation.

► **Note**
After switching on the machine, the filling levels of the supply containers must be checked. If necessary, the supply containers must be filled and the filling levels confirmed.

5.1.3 Switching off

► Note

For hygiene reasons, the machine must be switched off only in a cleaned state.

Always use the “Clean and switch off full system” function. The “Switch off” function (in the manager menu) is permitted to be used only if a cleaning process of the full system has been carried out and no further products have been dispensed.

When switching off, the machine goes into stand-by mode.

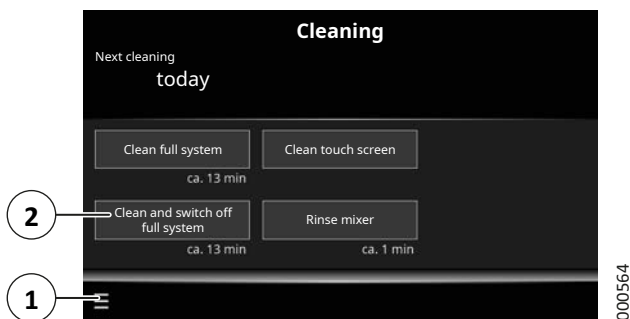


Fig. 5: Switching off the machine

1. On the display, press the menu symbol “≡” (1) and then “Cleaning”.
 - In self-service operation, you have to log in first using the language selection symbol (see chapter 5.3.2 on page 13).
 2. Press the “Clean and switch off full system” button (2).
 - The next steps are described in chapter 8.7 on page 30.
- ✓ The cleaning program is carried out. The machine is then switched off.

For an extended standstill

If the machine will not be used for an extended period, turn off the water supply and switch off the main switch.

► Note

For hygiene reasons, the machine must be switched off only in a cleaned state.

If you want to take the machine out of operation, contact customer service.

5.2 Filling

► Note

The filling level must be confirmed at the machine each time a supply container is filled (see chapter 5.4 on page 14).

5.2.1 Filling the coffee supply

There will be one or two bean containers depending on the equipment.



Fig. 6: Filling the bean container

1. Remove the lid on the bean container.
 2. Fill the correct beans into the corresponding bean container, e.g., espresso beans in container 1 (1) and coffee beans in container 2 (2).
 3. Refit the lid.
- ✓ The bean container has been filled.

To simplify filling, the relevant container can be removed.



Fig. 7: Removing the bean container

1. Remove the lid on the bean container.
2. Turn the lever (1) a $\frac{3}{4}$ turn counterclockwise.
3. Remove the bean container (2).
4. Fill the coffee beans into the bean container.
5. Refit the bean container back into the machine.
6. Turn the lever a $\frac{3}{4}$ turn clockwise back to the original position.
7. Refit the lid.

✓ The bean container has been filled.

► **Note**
The coffee grounds drawer should also be emptied every time the coffee supply is filled (see chapter 5.5 on page 15).

5.2.2 Filling the instant powder (option)

ATTENTION

Damage to the instant container cover!

The lid on the instant container cover cannot be removed. Trying to remove the lid could damage the cover. Only open the container cover with the machine key.



Fig. 8: Opening the instant container cover

1. Open the machine door using the key (2).
2. Lift the instant container cover (1) upwards carefully.

There will be one or two instant containers depending on the equipment.



Fig. 9: Instant container

3. Turn the powder chute (2) upwards so that no powder can fall out.
4. Remove the instant container (1).
5. Remove the lid on the instant container.
6. Fill the right instant powder into the corresponding container, e.g., cocoa.
 - Ensure that the powder is not compressed.
7. Refit the lid.
8. Refit the instant container.

9. Turn the powder chute downwards to direct it into the mixer housing.
10. Flap down the instant container cover.
11. Close the machine door.

If the machine door has been open for more than ten seconds, a prompt to confirm whether or not the mixer unit should be rinsed appears on the display once the door has been closed.

⚠ CAUTION

Danger of burns on the beverage outlet!

Hot water runs out of the beverage outlet when the mixer unit is rinsed.

- Do not reach underneath the outlets.

12. Confirm the prompt by pressing the “Yes” button.

✓ The instant container has been filled.

5.2.3 Filling the milk (option)



Fig. 10: Filling the milk container

1. Open the door of the refrigerator.
2. Fill the milk container (2) with pre-cooled milk or prepare a container filled with pre-cooled milk.
3. Place the milk tube (1) into the container.
4. Close the door of the refrigerator.

✓ The milk supply has been filled.

5.3 Operating modes and operation

Two operating modes are available for running the machine:

- Waiter operation (operation by trained personnel)
- Self-service operation (supervised operation)

You can set the operating mode in the manager menu (see chapter 7.7 on page 27).

After switching on and filling you can in all operating modes dispense preset products.

5.3.1 Handling in waiter operation

In waiter operation you can operate the machine with the menu directly and carry out the following actions:

- Switching off the machine.
- Changing the filling levels.
- Carrying out a full cleaning of the machine.
- Cleaning the touch screen.
- Rinsing the mixer unit.

To return to the start screen, press the menu symbol “≡” (2) (see Fig. 5) and then “Selection” on the display.

5.3.2 Handling in self-service operation

In self-service operation you get access to the possibilities of the waiter operation by doing the following:

1. On the display, press the language selection symbol (1) (see Fig. 17) until the filling level displays and the menu symbol are shown.
 - If required, you have to enter a password first (see chapter 7.1.2 on page 21).

✓ You have access to the waiter menu.

To return to the start screen, press the menu symbol “≡” (2) (see Fig. 5) and then “Logout” on the display.

5.4 Confirming filling levels

The filling level must be confirmed at the machine each time a supply container is filled.

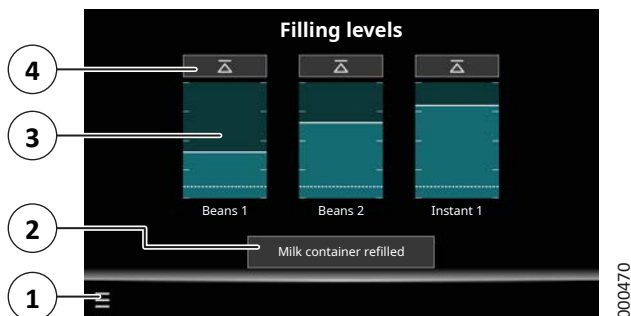


Fig. 11: Confirming filling levels

1. On the display, press the menu symbol “≡” (1) and then “Filling levels”.
 - In self-service operation, you have to log in first using the language selection symbol (see chapter 5.3.2 on page 13).
2. Press the required “☒” button (4) above the filling level displays to mark the following containers as full (from left to right):
 - Bean container 1 (front)
 - Bean container 2 (rear)
 - Instant container 1 (left)
 - Instant container 2 (right)
 - Fresh water canister
3. If you have topped up milk, press the button “Milk container refilled” (2).

► **Note**
If during a product dispensing the milk line runs dry, press the button “Milk container refilled”. Then, the next milk product will be dispensed correctly.

- ✓ The filling levels have been confirmed.

You can adjust the filling levels even more accurately.

4. Press the required filling level display, e.g., of the bean container 1 (3).
 - A new window opens.

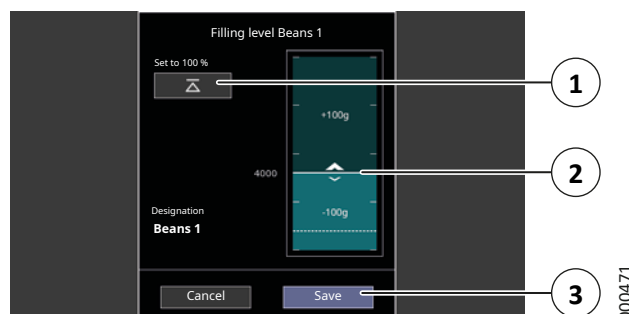


Fig. 12: Adjusting filling levels more accurately

5. Select one of the following options:
 - Press the “☒” button (1) to mark the container as full.
 - Touch the filling level display above or below the bar (2) to adjust the filling level in steps.
 - Slide the bar (2).
 6. Press the “Save” button (3) to adopt the settings and return to the previous screen.
- ✓ The filling levels have been confirmed.

If the filling level for a consumable drops below a set value, a warning will appear on the display. If you confirm that the consumable has been refilled, you can then adjust the new filling level straight away in a similar dialog as shown in Fig. 12.

5.5 Emptying the coffee grounds drawer

The coffee grounds drawer must be emptied if the coffee grounds are not disposed of via the optional container discharge.

When the coffee grounds drawer is full or almost full, the message is displayed that the grounds drawer must be emptied:

- If the coffee grounds drawer is 75 % full, only a few more brewing processes can be carried out.
- If the coffee grounds drawer is 100 % full, only products that do not release coffee grounds can be dispensed. All other products are grayed out and cannot be selected.



Fig. 13: Emptying the coffee grounds drawer

1. Swivel the wand (2) (if present) forwards.
2. Pull the beverage outlet (3) fully upwards.
3. Open the coffee grounds drawer door (1) by touching.
4. Pull out the coffee grounds drawer.
5. Empty the coffee grounds into the household waste.
6. Reinsert the coffee grounds drawer.
7. Close the coffee grounds drawer door (1).

After reinserting the emptied coffee grounds drawer, a prompt to confirm whether or not the grounds drawer has been emptied appears on the display.

8. Confirm the prompt by pressing the “Yes” button.
- ✓ The coffee grounds drawer has been emptied.

5.6 System messages

5.6.1 Messages in self-service operation

In self-service operation, system messages are indicated by a notice symbol.



Fig. 14: System messages

You can view the system messages by pressing the symbol (1).

5.6.2 Messages in waiter operation

In waiter operation, system messages are displayed, for example, if a product material has run out (e.g., “Bean container empty”), directly on the display.

A notice symbol as in Fig. 14 will then refer you to any system messages that have not been rectified. You can view the system messages by pressing the symbol.

5.7 Switching the milk system on and off (option)

If you do not want to dispense milk products or if you want to take the milk preparation system out of service temporarily, you can switch off the milk system. One application would be, for example, that in canteen operation the milk system is cleaned and shut down for close of business to prevent germs, but coffee can still be dispensed.

► **Note**
Before switching off the milk system, the cleaning program must be run each time (see chapter 8.7 on page 30).

1. Open the manager menu (see chapter 7.1.1 on page 21).
2. Select the tab “Configuration” (see chapter 7.7 on page 27).
3. Press the “Mode” button.

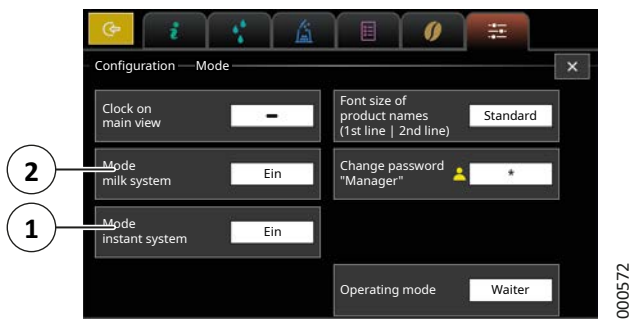


Fig. 15: Configuration of the mode

4. Set “Mode milk system” (2) to “Off”.
 - All products containing milk are grayed out in the dispensing view.
- ✓ The milk system is switched off.

The products will be available again only after the system has been switched on again.

1. On the tab “Configuration” under “Mode” set “Mode milk system” (2) to “On”.
 - The milk system is rinsed.
 2. Refill the milk as described in chapter 5.2.3 on page 13.
- ✓ The milk system is ready for operation.

5.8 Switching the instant system on and off (option)

If you do not want to dispense instant products or if you want to take the instant preparation out of service temporarily, you can switch off the instant system.

1. Open the manager menu (see chapter 7.1.1 on page 21).
2. Select the tab “Configuration” (see chapter 7.7 on page 27).
3. Press the “Mode” button.
4. Set “Mode instant system” (1) (see Fig. 15) to “Off”.
 - All products containing instant are grayed out in the dispensing view.

✓ The instant system is switched off.

The products will be available again only after the system has been switched on again.

⚠ CAUTION

Danger of burns on the beverage outlet!

Hot water runs out of the beverage outlet when the mixer unit is rinsed.

- Do not reach underneath the outlets.

1. On the tab “Configuration” under “Mode” set “Mode instant system” (1) (see Fig. 15) to “On”.
 - The mixer unit is rinsed.
2. Refill the instant powder as described in chapter 5.2.2 on page 12.

✓ The instant system is ready for operation.

6 Dispensing products

Note
 Before dispensing products, all supply containers must be inserted and filled as otherwise no more products can be dispensed.

Once the machine has heated up, the products that can be dispensed are listed on the display. Products that are not available, e.g., due to a shortage, are grayed out.

CAUTION

Danger of burns due to hot products!
 Contact with the product dispensed can result in burns.

- Do not reach underneath the outlets during operation.

6.1 Product dispensing

To dispense a product, press the corresponding product button on the display.

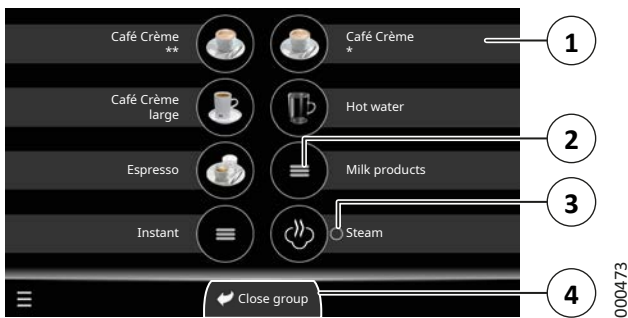


Fig. 16: Product dispensing in waiter operation

Groups and dispensing settings are labeled using the following symbols:

- Pressing a product button without a symbol dispenses the listed product (1) once.
- Pressing and holding a product button with the “o” symbol dispenses the product (3) until contact is ceased.
- The symbol “≡” identifies a product group (2).

You can select dispensing products sorted into groups by opening the specified group via touch and accessing the required product for dispensing. After a product from a group has been dispensed, use the button “Close group” (4) to return to the start screen, or wait for a short while until the start screen appears automatically.

Display language

The display language which is displayed by default is determined via the machine settings in the manager menu (see chapter 7.7 on page 27).



Fig. 17: Product dispensing in self-service operation

In self-service operation, the user can change the display language temporarily via the language selection symbol (1). If no input is made for five minutes, the default language will be displayed again.

6.2 Canceling the product dispensing

Depending on the product preset, you can cancel the ongoing product output by pressing “X” during dispensing (see Fig. 23).

6.3 Dispensing coffee, coffee and milk, and milk products



Fig. 18: Dispensing products

1. Pull the beverage outlet (2) upwards so that the required cup fits underneath.
2. Position the cups, pots, or glasses underneath the beverage outlet on the drip grid (1).
3. Move the beverage outlet downwards until just over the cup edge.
4. Press the corresponding product button on the display.

✓ The product is dispensed.

6.4 Dispensing hot water (option)



Note

If there is no hot water wand fitted, hot water is dispensed via the beverage outlet.



Fig. 19: Dispensing hot water

1. Position the cup underneath the hot water wand (2) on the drip grid (1).
2. On the display, press the button for dispensing hot water.

✓ The product is dispensed.

6.5 Dispensing steam (option)

▲ CAUTION

Danger of burns due to hot steam wand!

Contact with the steam wand and steam can result in burns.

- During operation, touch the steam wand on the handle only.
- Do not touch the steam wand with bare hands when cleaning.



Note

A maximum of 0.5 liters of milk can be frothed.

The frothed milk will be hot. For preparation, use a cup with a handle and only touch the cup using the handle.



Fig. 20: Dispensing steam

1. Hold the cup for frothing milk underneath the steam wand (1).
 - Touch the steam wand on the handle (2) only.
2. On the display, press the button for dispensing steam.
3. Remove the cup from underneath the steam wand after frothing.

4. Position the steam wand over the drip grid.
5. Then press the button for steam dispensing again to blow out the steam line.
6. Clean the outside of the steam wand immediately with a clean and damp cloth to remove milk residues.

✓ The steam dispensing operation is complete.

6.6 Dispensing milk foam via wand (option)

Depending on the equipment, a milk foam wand may be available instead of a steam wand. With the milk foam wand, you can add milk foam to your products separately.

1. Position the cup for the milk foam underneath the milk foam wand on the drip grid.
2. On the display, press the button for dispensing milk foam.

✓ The product is dispensed.

6.7 Dispensing a double product

If this function is enabled by customer service, you can request two portions of a coffee/milk product and fill two cups simultaneously.



Fig. 21: Dispensing a double product

1. Position a cup (1) in the center underneath each dispensing nozzle (2).
2. Press the corresponding product button on the display.

The following prompt appears on the display:

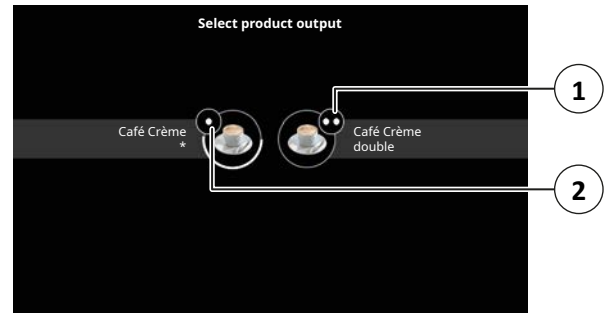


Fig. 22: Dispensing a double product

3. Select one of the following options:
 - Press the product with the symbol “⊕” (1) to dispense two portions of the requested product.
 - Press the product with the symbol “⊙” (2) to dispense a single portion of the requested product.



Note

If neither of the product buttons is pressed, then a single portion of the product is dispensed automatically after a short time.

✓ The product is dispensed.



Fig. 23: Product dispensing

6.8 Dispensing multiplier products

Under product settings (see chapter 7.6 on page 26), you can set up products as multiplier products. With this you can issue multiple portions of a product in succession if required, for example, to fill a larger cup.

► Note

In order to dispense a multiplier product, there must be enough product material and capacity in the coffee grounds drawer.

1. Position a cup underneath the beverage outlet.
2. Press the corresponding product button on the display.
 - While the product is being dispensed, the display shows how many single products are included in the multiplier product and which single product is currently being dispensed (e.g., “1 / 4”, the first product of four single products).
 - The products are prepared and dispensed in succession.

✓ The dispensing of the multiplier product is complete.

6.9 Multiple dispensing of a single product

Multiple portions of a product can be requested as necessary and dispensed directly in sequence. The advantage of multiple dispensing is that you do not need to select the product again for every subsequent portion.

1. Position a cup underneath the beverage outlet.
2. Press the corresponding product button on the display.
3. While the product is being dispensed, press “+” (see Fig. 23) multiple times in succession depending on the number of additional portions that you would like to dispense.
 - The products are prepared and dispensed in succession.
4. Once a portion has been dispensed, put the cup aside and place another cup underneath the beverage outlet.

✓ The multiple dispensing operation is complete.

6.10 Preparing coffee from ground coffee

The manual coffee chute can be used to prepare coffee from ground coffee without taking beans from the bean container. This is normally used to prepare decaffeinated coffee. However, another type of ground coffee can normally also be added via the chute.



Fig. 24: Filling ground coffee

1. On the display, press the corresponding product button for the product with manual coffee addition.
 - The prompt for the manual coffee addition is shown on the display.
 2. Open the flap (1).
 3. Add a loosely filled measuring spoon (approx. 8-9 g) of ground coffee via the chute.
 - Do not fill too much ground coffee into the chute. Otherwise the machine cancels the operation with an error message. The ground coffee will be dispensed in the coffee grounds drawer.
 - When used frequently dry-clean the inside of the chute regularly with a bottle brush.
 4. Close the flap (1).
 5. Confirm the filling process on the display.
- ✓ The coffee addition is confirmed and the product is dispensed.

7 Settings

The machine is preset to ensure that it is ready for immediate use for normal operation.

The functions described here are only accessible if enabled by customer service.

7.1 Manager menu

The manager menu gives you access to advanced settings. You can find them as tabs at the top of the screen.







-  Display general information about the machine as well as product statistics (see chapter 7.2 on page 22)
-  Clean and switch off the machine (see chapter 7.3 on page 24)
-  Change the filling levels (see chapter 7.4 on page 24)
-  Create products and product groups for the dispensing view (see chapter 7.5 on page 25)
-  Edit dispensing products (see chapter 7.6 on page 26)
-  Set up the machine (see chapter 7.7 on page 27)



Fig. 25: Manager menu

7.1.1 Opening the manager menu

1. On the display, press the menu symbol “≡” (1) (see Fig. 11) and then “Service menu”.
 - In self-service operation, you have to log in first using the language selection symbol (see chapter 5.3.2 on page 13).
 2. Enter the password as described in chapter 7.1.2 on page 21.
- ✓ The display shows the manager menu.

7.1.2 Entering a password

To access the manager menu or the waiter menu in self-service operation, you have to enter a password if required.

- **Note**
 Ex works the password for the manager menu is “1111”, and “0000” for the waiter menu in self-service operation. You can change the passwords in the machine settings (see chapter 7.7 on page 27).

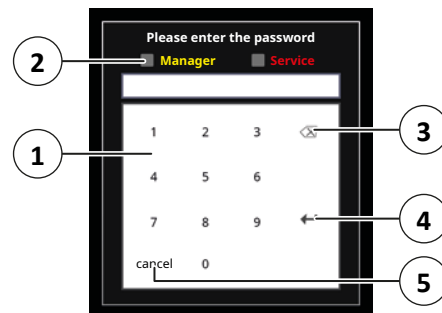


Fig. 26: Password prompt

1. Select one of the following options:
 - For the manager menu activate “Manager” (2).
 - For the waiter menu activate nothing.
 2. Using the numeric keypad (1) enter the password.
 - With the delete button (3) you can delete the entered numbers.
 - With the “cancel” button (5) you can close the prompt.
 3. Press the “Enter” button (4) to confirm your entry.
- ✓ The display shows the manager menu.

7.1.3 Carrying out inputs

The machine allows you to enter designations and quantities via a screen keyboard.

When the screen keyboard appears on the display, you can use the following functions:

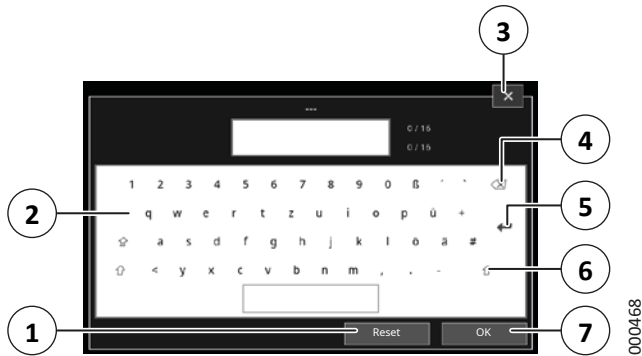


Fig. 27: Carrying out inputs

- Write using the letter/number field (2).
- Delete the entered characters (4).
- Save the input (5).
- Switch between upper and lower case (6).
- Reset the input (1).
- Cancel the input (3).

Some keys are also assigned with special characters (e.g., “S” key). Press the keys for a longer time to display the special characters.

7

Note
The screen keyboard may differ depending on the value to be entered. Numbers, for example, have to be entered with a keyboard similar to Fig. 26.

7.1.4 Returning to the previous display

If you want to carry out a function, often another window opens.

1. To return to the previous display, press the close button (3) (see Fig. 27).
- ✓ The window will be closed.

7.1.5 Exiting the manager menu

1. Once you have carried out the required function, press the “Logout” button (1) (see Fig. 25).
- ✓ The manager menu is closed.

7.2 Tab “Information”

Here you can display general information about the machine as well as product statistics.



Fig. 28: Information

1. Select one of the following options:

Button	Function
General	Display information about the machine
Product counters	Open product statistics and reset user product counters


7.2.1 General information

With the button “General” (2) (see Fig. 28) you can view information about the machine.

Information	Function
Software version	The installed software version
Date	The set date
Time	The set time
Cleaning	The set times for the automatic cleaning
Water filter	The remaining capacity of the water filter in liter and the date for the next filter change

7.2.2 Opening the product statistics

Press the “Product counters” button (1) (see Fig. 28) to see how many times a product has been dispensed.



No.	Product name	since last reset	Total weighted
000	Café Crème *	0	0
001	Café Crème **	2	3
002	Café Crème large	4	6
003	Hot water	6	9
004	Espresso	8	12
005	Steam	10	15
Sum:		13583	24384

Fig. 29: Product statistics

Note

You can sort the list by pressing one of the column headings.

- Select one of the following options to display all programmed products:
 - Use the “^” and “v” buttons to move the list.
 - Slide the bar (3).
 - Swipe in the list up or down.

✓ The product statistics are opened.

7.2.3 Exporting the product statistics

You can export the product statistics list to a USB stick, e.g., for further processing. The exported data will be stored in CSV format in the USB stick’s root directory.

- Open the machine door using the key.



Fig. 30: Inserting the USB stick

- Slide the cover on the inside of the machine door (1) to the side.
- Insert a suitable USB stick (2) into the USB slot.
 - Not every USB stick is suitable for use. The machine door must be able to close when the USB stick is inserted.
- Close the machine door.
- Press the “Export” button (1) (see Fig. 29).
- Select one of the following options:
 - Press the “Filtered” button to select the products whose product statistics should be exported.
 - Press the “Complete” button to export the entire product statistics list.
- Open the machine door.
- Remove the USB stick and slide the cover back.
- Close the machine door.

✓ The product statistics list has been exported.

7.2.4 Resetting the user product statistics

In the list of the product statistics (see chapter 7.2.2 on page 23) you can keep your own product counters and reset them.

Resetting all product counters

- If necessary, deselect an already selected product by touching it again.
- Press the “Reset all” button (1) (see Fig. 29).

Resetting the product counter of a single product

- Touch a product.
- Press the “Reset” button.

✓ The user product counters are reset.

7.3 Tab “Cleaning”

Here you have the option of cleaning the machine, switching it off or setting up a weekend mode.



Fig. 31: Cleaning

1. Carry out the required option:

Note
For hygiene reasons, the machine must be switched off only in a cleaned state.

The “Switch off” function is permitted to be used only if a cleaning process of the full system has been carried out and no further products have been dispensed.

Option	Options
Clean full system	Clean the milk and brewing system, then continue machine operation, see chapter 8.7 on page 30
Clean touch screen	Clean the touch screen while the display is locked, see chapter 8.12 on page 35
Clean and switch off full system	Clean the milk and brewing system, then switch off the machine, see chapter 5.1.3 on page 11
Rinse mixer	If required, rinse the mixer unit, see chapter 8.9 on page 34
Activate weekend mode	Activate or deactivate weekend operation (if necessary, a cleaning will be performed); with this, you can temporarily suspend the cleaning prompt (machine components will be deactivated)
Switch off	Switch off the machine

- ✓ The selected option is carried out.

7.4 Tab “Filling levels”

Besides confirming the filling levels as described in chapter 5.4 on page 14, you can also make further settings on the filling levels in the manager menu.



Fig. 32: Filling levels

1. Press the required filling level display, e.g., of the bean container 1 (1).
 - A new window opens.

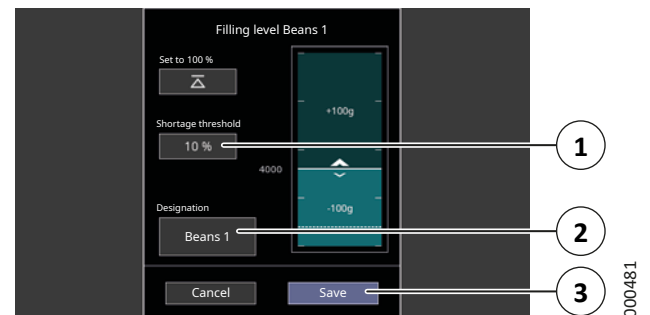


Fig. 33: Further filling settings

2. The “Designation” button (2) can be used to change the name of the container.

If the filling level for a consumable drops below a set value, a warning will appear on the display.

3. The “Shortage threshold” button (1) is used to set a percentage at which a warning is issued for the filling level.
 - Enter the number “Zero” to switch this warning off.
 4. Press the “Save” button (3) to adopt the settings and return to the previous screen.
- ✓ The filling level settings have been changed.

7.5 Tab “Product selection”

Here you can select which pre-programmed products are displayed for dispensing.

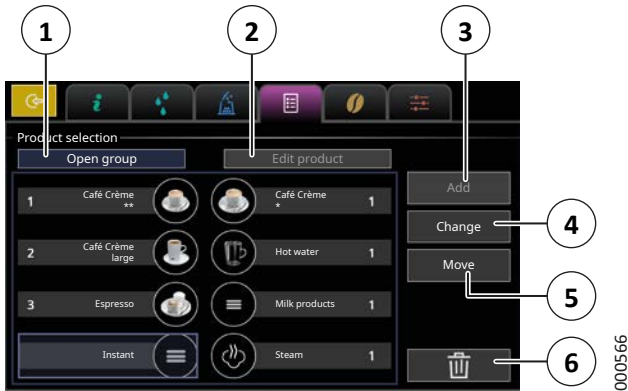


Fig. 34: Tab “Product selection”

7.5.1 Creating products and product groups

- If you want to add a dispensing product to a product group, select one of the following options:
 - Open the required product group by pressing the product group twice.
 - Press the required product group and then the button “Open group” (1).
- Tap a free dispensing position.
- Press the button “Add” (3).
 - A new window opens.

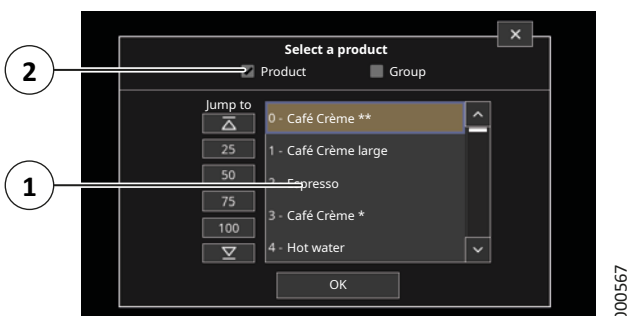


Fig. 35: Adding products

- Select one of the following options:
 - To create a product activate “Product” (2).
 - To create a product group activate “Group”.

Adding dispensing products

- Select the required dispensing product from the product list (1).
 - Confirm the selection with the “OK” button.
- ✓ The dispensing product has been added.

Creating product groups

In self-service and waiter operation, you have the option to group related products together. This means you can display and output more than eight assigned products.

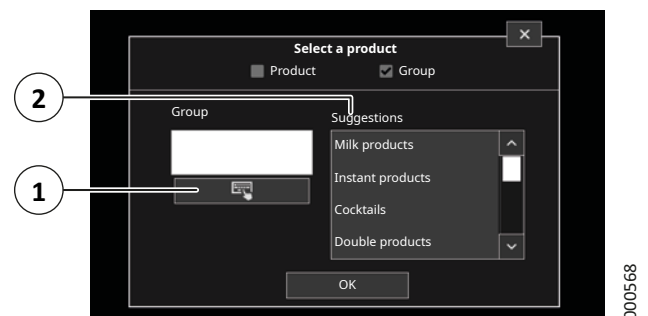


Fig. 36: Selecting or entering a name

- Select one of the following options to enter a name for the group:
 - Select a default name: Under “Suggestions” (2), select a name.
 - Enter your own name: Press the button (1) or the entry field above it and enter a name using the screen keyboard (see chapter 7.1.3 on page 22).
 - Confirm the name with the “OK” button.
- ✓ The new product group has been created.

7.5.2 Adjusting product components

From here you can directly change the belonging product components of a product displayed on the dispensing view:

- Press the product button of the required product.
 - Press the “Edit product” button (2) (see Fig. 34).
 - A new window opens.
 - Select one of the options as detailed in chapter 7.6 on page 26.
- ✓ The values of the product components have been changed.

7.5.3 Sorting the dispensing view

1. Press the required product group or product button.
2. Press the “Move” button (5) (see Fig. 34).
 - A new window opens.
3. Press the dispensing position where the product group or product button should be moved to.
 - If there is a product group or product button already, they will swap places.
4. Confirm the moving with the “OK” button.

✓ The dispensing view has been sorted.

7.5.4 Editing the dispensing view

1. Press the required product group or product button.
2. Press the “Change” button (4) (see Fig. 34).
 - The window to add a product opens (see Fig. 35).
3. Continue as described from Fig. 35.

✓ The dispensing view has been edited.

7.5.5 Delete displays

1. Press the required product group or product button.
2. Press the delete symbol (6) (see Fig. 34).
3. If prompted to confirm the deletion, press the “Yes” button.

► Note

Only the display on the screen is deleted. The products remain stored on the machine.

- 7
- ✓ The display for the product group or dispensing product has been deleted.

7.6 Tab “Product parameters”

Here you can change the values for product components, if enabled by customer service.



Fig. 37: Product list

1. To display all programmed products, select one of the following options:
 - Use the “^” and “v” buttons to move the list.
 - Slide the bar (2).
 - Swipe in the list up or down.
2. Press on a product to edit it.
3. Press the “Edit” button (1).
 - A new window opens.
4. Select one of the following options:

Option	Options
General	Change product image, product name and other general settings
Mixing sequence	View the sequence of the individual product components
Settings of components	Change the settings of the individual product components
Billing	If a billing system is connected, adjust settings for an accounting

- ✓ The values of the product components have been changed.

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7.7 Tab “Configuration”

Here you can adjust settings for the machine.



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Fig. 38: Machine settings

Button	Settings
Mode	Set if the time is to be displayed in the dispensing view, configure the font size of the product buttons, switch off and on the milk or instant system, set the default operating mode of the machine (self-service or waiter operation) and change passwords.
Time / Date	Set time and date as well as the automatic adjustment for daylight saving time.
Language	Set the display language.
Lighting	Set the display brightness during operation and stand-by mode, set the front light color and brightness of the front lights as well as of the lighting of the dispensing area.

Cleaning

Once per day a cleaning of the full system is required. For the automatic cleaning prompt on the display, either activate “Daily cleaning” to perform the cleaning at no specific time (if a cleaning has not been done that day, a cleaning prompt will appear at 22 o’clock) or set the 1st and 2nd cleaning time. To set only one cleaning time, 1st and 2nd cleaning time must be identical. Additionally, for the cleaning prompt to carry out the cleaning process with the AMC cleaner, select the weekday and, if required, the cleaning time.

- ✓ The machine settings have been changed.

8 Cleaning

Clean the coffee machine carefully in accordance with the following specifications to maintain the value and hygiene of the machine.

- **Note**
The following website provides all specific information on the machine and cleaning agents: www.planerhandbuch.de

8.1 Safety measures

⚠ DANGER

Risk of fatal electric shock!

Contact with live parts poses a danger of death.

- Never open covers unless explicitly instructed to do so.
- Never remove bolts and the housing parts that they hold in place.
- Do not clean the machine or the installation area of the machine with a water jet, high-pressure cleaner, or steam cleaner.
- Never pour water over the machine.
- Only clean the machine with a damp cloth.

ATTENTION

Machine damage!

Water penetration can damage the machine and cause a short circuit.

- Do not clean the machine or the installation area of the machine with a water jet, high-pressure cleaner, or steam cleaner.
- Never pour water over the machine.
- Only clean the machine with a damp cloth.

8.2 Cleaning intervals

Interval	Which parts?	How to clean
After every use	Steam wand	Emit steam for approx. 2 seconds. Then clean with a clean, damp cloth.
Daily ^(1,2)	Milk and brewing system	Start cleaning program.
Daily	Instant system	Clean.
Daily	Coffee grounds drawer	Clean.
Daily	All systems/parts that have been used at least once	Clean with a clean, damp cloth.
1x weekly	Bottom of beverage outlet and bottom of milk foam wand	Clean with a clean, damp cloth; use a damp brush if necessary.
Following an extended standstill	Milk and brewing system	Start cleaning program.
As required	Mixer unit of instant system	Rinse mixer unit.
As required (at least once a month)	Bean and instant containers	Clean.
As required (at least once a month)	Housing parts <ul style="list-style-type: none"> • Surfaces, plastic parts, painted surfaces 	Clean externally with a clean, damp cloth.

⁽¹⁾ Twice a day for heavier use (more than 20 l of milk or more than 150 coffee products).

⁽²⁾ Once a week an additional cleaning with AMC cleaner is required.

8.3 Cleaning prompt and dispensing lock

If cleaning is required (e.g., one of the programmed cleaning times has been exceeded), the cleaning prompt appears on the display. Products can then only be dispensed for a limited time or number of products.

If no cleaning work is carried out, product dispensing is then locked. The products are no longer displayed and cannot be dispensed.

To reset the cleaning prompt or dispensing lock, the machine must be cleaned.

8.4 Cleaning agents

Only use the cleaning agents listed as these are best suited to the automatic cleaning program:

- Melitta® Cafina® Multi TF-Tabs (art. no. 31547)
- Melitta® Cafina® AMC cleaner (art. no. 35289)

⚠ CAUTION

Damage to health due to cleaning agents!

The components in the cleaning agents may irritate eyes and skin, and may be harmful to health if inhaled or swallowed.

- Keep all information about the cleaning agents easily accessible in case of emergency.
- Always keep cleaning agents out of the reach of children.
- Only use the cleaning agents listed in the instructions, otherwise the legal warranty will become void.
- Wear gloves when handling cleaning tablets.
- Observe warning notes on the packaging of the cleaning agents.
- Observe the recommended usage quantity.

8.5 When using canisters

1. Empty both canisters daily.
 - Do not leave any water residue in the canisters; even fresh water quickly becomes contaminated.
2. Also observe the limit values for water carbonate hardness during canister operation.
 - Where necessary, the fresh water supply must be topped up via a water filter (e.g., BRITA-Purity).
3. Before filling, clean the fresh water canister and its lid area with standard dishwashing detergent and rinse off the cleaner residues thoroughly.
4. Also clean the waste water tank daily with detergent to prevent unpleasant odors forming due to organic waste in the waste water.
5. At least once a month clean the suction lance with detergent and rinse off the cleaner residues thoroughly.
 - Make sure that the filter insert in the intake piece at the bottom end of the suction lance is clean and free.
6. Ensure that the fresh water canister is filled with sufficient water and that the waste water canister is empty before you start the cleaning program.

8.6 Cleaning the coffee grounds drawer

The coffee grounds drawer must be cleaned daily if the coffee grounds are not disposed of via the optional container discharge.

1. Empty the coffee grounds drawer as described in chapter 5.5 on page 15.
 2. Clean the coffee grounds drawer.
 - Rinse the coffee grounds drawer with water.
 - Dishwasher cleaning is possible at max. 60 °C.
 3. Wipe the insert compartment of the coffee grounds drawer with a damp cleaning cloth.
 4. Reinsert the coffee grounds drawer.
 5. Follow the instructions on the display.
- ✓ The coffee grounds drawer has been cleaned.

8.7 Running the cleaning program

No products can be dispensed during the cleaning process. Product dispensing can be continued only after the cleaning program has been ended and all containers have been refitted.

⚠ CAUTION

Danger of burns!

There is a danger of burns from hot components or due to hot liquids.

- Do not hold any body parts underneath the beverage outlet while the cleaning program is running or during the rinsing processes.
- Note that the water in the drip tray may be hot.

8.7.1 Preparatory activities (option)

The preparatory activities only have to be carried out when a milk system is present and has been used.

1. Damp-clean the milk tube coming out of the machine.
2. Clean the inside of the refrigerator (if fitted), the door, and door seals with a conventional cleaner.
 - Leave the door open during the entire cleaning process. Otherwise condensation could form and impair functioning.

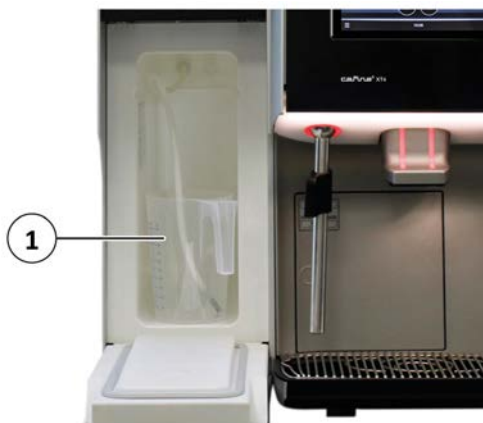


Fig. 39: Cleaning container

3. Replace the milk container with the empty cleaning container (1).

8.7.2 Starting the cleaning program

The machine cleaning program runs to the greatest possible extent automatically.

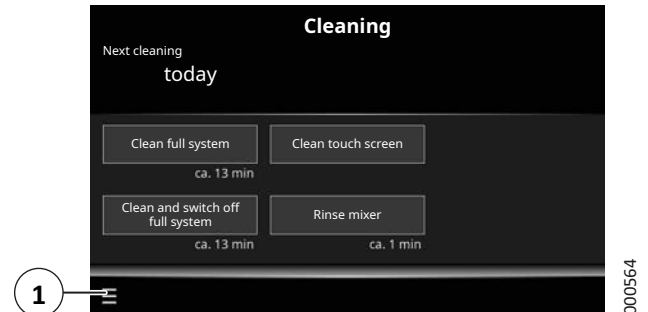


Fig. 40: Starting the cleaning program

1. On the display, press the menu symbol “≡” (1) and then “Cleaning”.
 - In self-service operation, you have to log in first using the language selection symbol (see chapter 5.3.2 on page 13).
2. Select one of the following options:

Button	Function
Clean full system	Clean the milk and brewing system, then continue machine operation
Clean and switch off full system	Clean the milk and brewing system, then the machine switches off

3. Clean the coffee grounds drawer as described in chapter 8.6 on page 29.

If prompted to clean the instant system, clean the machine parts of the instant system as described in chapter 8.8 on page 32 and afterwards confirm that it has been fully reinstalled:

4. First confirm “Cleaning the instant system” and then “Instant system fully installed?” with the “OK” button.

8.7.3 Cleaning the milk system (option)

The milk system must be cleaned daily if it is fitted and used. Once a week the cleaning program prompts for a cleaning with AMC cleaner. This causes acidic cleaning of the milk part and prevents limescale and milk particle deposits from forming.

8.7.3.1 Daily cleaning

The prompt “Preparing the milk system” is shown on the display.

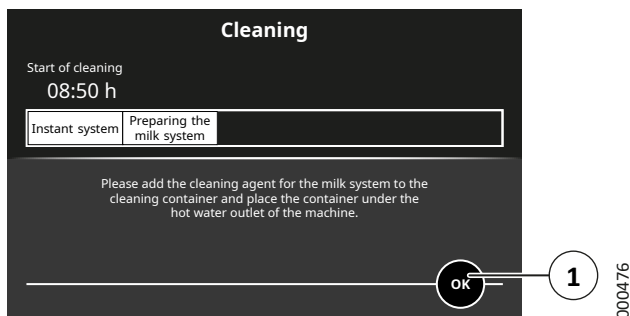


Fig. 41: Prompt “Preparing the milk system”

1. Place the cleaning container underneath the hot water outlet of the machine.
 - If there is no hot water wand fitted, hot water is dispensed via the beverage outlet.



Fig. 42: Preparing the cleaning of the milk system

2. Insert one cleaning tablet (1) into the prepared cleaning container (2).
3. Press the “OK” button (1) (see Fig. 41) to confirm that the cleaning agent has been added.
 - The machine prepares the cleaning solution for the milk system.

The prompt to position the cleaning container is shown on the display.

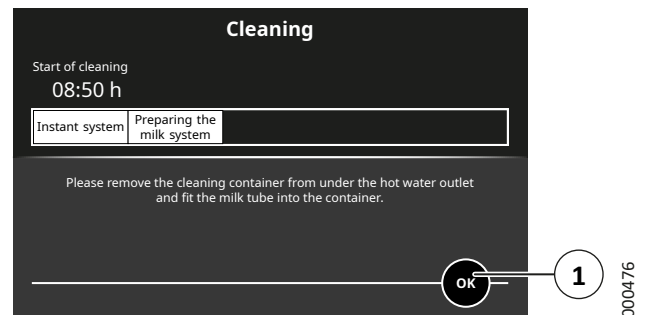


Fig. 43: Prompt to position the cleaning container

4. Place the cleaning container into or in front of the cooler (see Fig. 39).
5. Insert the milk tube into the cleaning container.
 - Make sure that the milk tube touches the bottom of the cleaning container.
6. Press the “OK” button (1) to confirm that the machine has been prepared for the cleaning of the milk system.
 - The machine starts the automatic cleaning process.
 - The cleaning process takes a few minutes.
7. Continue as described in chapter 8.7.4 on page 32.

8.7.3.2 Cleaning with AMC cleaner

If the system indicates to use the AMC cleaner, clean the machine as described in chapter 8.7.3.1 on page 31; however, instead of a cleaning tablet, fill a bag of AMC cleaner into the cleaning container.

8.7.4 Cleaning the brewing system

To prepare the brewing system for the cleaning, the machine performs a pre-rinsing.

Afterwards the prompt “Cleaning tablet inserted?” is shown on the display.



Fig. 44: Cleaning tablet

1. Open the flap (1).
2. Insert a cleaning tablet into the chute.
3. Close the flap.
4. Press the “OK” button to confirm that the cleaning tablet has been added.
 - The machine starts the automatic cleaning process.
 - The cleaning process takes a few minutes.

► **Note**
The touch screen can be cleaned while the cleaning program is running without the need to deactivate the display for inputs beforehand (see also chapter 8.12 on page 35).

The machine is then switched off or, depending on the selection, it goes back to operational readiness mode.

8.7.5 Final activities

1. Clean the dispensing area once the automatic cleaning process is complete (see chapter 8.13 on page 36).
 2. If you want to continue using the machine, refill the milk as described in chapter 5.2.3 on page 13.
- ✓ The cleaning is complete.

8.8 Cleaning the instant system



Fig. 45: Opening the instant container cover

1. Open the machine door using the key (2).
2. Lift the instant container cover (1) upwards carefully.
3. Carry out the steps as described below.

There will be one or two instant containers depending on the equipment.

Removing the mixer unit

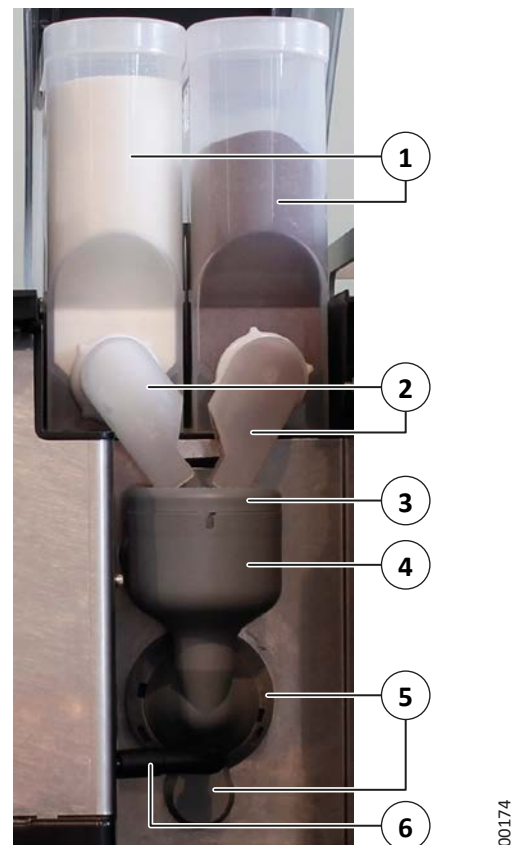


Fig. 46: Mixer unit

1. Turn the powder chute (2) upwards so that no powder can fall out.
2. Remove the instant container (1).

3. Remove the powder chute (2).
4. Repeat the steps 1 to 3 for the second instant container if necessary.
5. Remove the tube (6) on the mixer housing and on the beverage outlet.
6. Turn the mixer flange (5) counterclockwise until the arrow is on the "lock open" symbol.
7. Remove the entire mixer housing (4) towards the front.
8. Remove the cover (3).

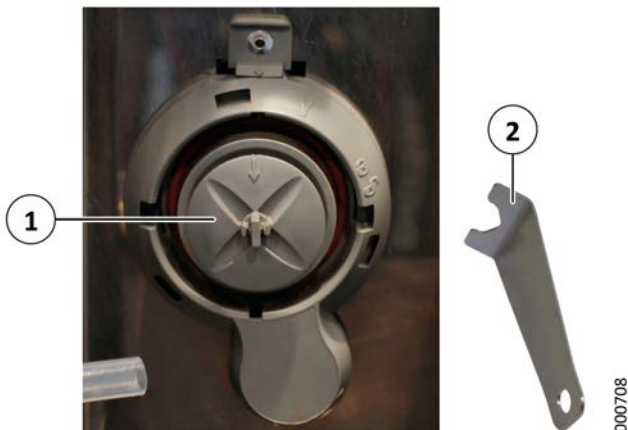


Fig. 47: Removing the mixer wheel

9. Remove the mixer wheel (1) from the axle either by hand or using the removal tool (2) provided.
- ✓ The mixer unit has been removed.

Cleaning the mixer unit and powder chutes

1. Remove rough dirt with water and a brush.
 2. To clean the mixer unit and powder chutes, proceed with one of the following options:
 - Clean all parts in a dishwasher at a maximum of 60 °C.
 - Clean all parts thoroughly with hot water and a cleaner suitable for milk products.
 - Rinse all parts thoroughly with clean water.
 3. Dry the parts completely.
 - To prevent the instant powder from forming clumps, the parts must be absolutely dry.
 4. Damp-clean the area around the axle.
 - This is the area where the mixer wheel is located.
- ✓ The mixer unit has been cleaned.

Assembling the mixer unit

Assembly is carried out by reversing the order of the removal process.

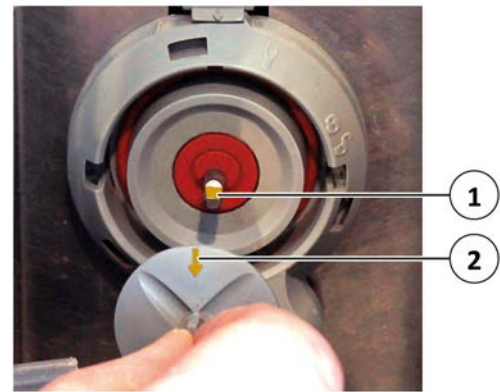


Fig. 48: Fitting the mixer wheel

1. Insert the mixer wheel onto the axle as far as it will go.
 - Ensure that the flattened side (1) matches up with the arrow (2) on the mixer wheel.

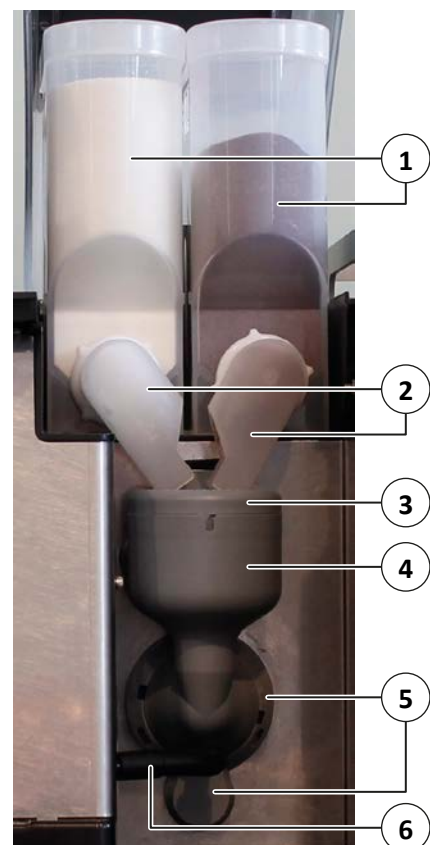


Fig. 49: Mixer unit

2. Refit the cover (3).
3. Fit the mixer housing (4).

4. Turn the mixer flange (5) clockwise until the arrow is pointing to the “closed lock” symbol.
5. Fit the tube (6) fully onto the nozzle of the mixer unit and the beverage outlet.
 - Check that the tube is fitted securely.
6. Fit the powder chute (2) so that it is pointing upwards.
 - Do not reach into the cleaned powder chute with your fingers.
7. Fit the instant container (1) onto the machine.
8. Turn the powder chute downwards to direct it into the mixer housing.
9. Repeat the steps 6 to 8 for the second instant container if necessary.
10. Clean the area of the instant system from instant powder and residues.
 - Make sure that the drain hole in the bottom below the mixer unit is free.

✓ The mixer unit has been installed.

8.9 Rinsing the mixer unit

If necessary, e.g., if instant powder has found its way into the mixer housing, you should clean the mixer unit.

⚠ CAUTION

Danger of burns on the beverage outlet!

Hot water runs out of the beverage outlet when the mixer unit is rinsed.

- Do not reach underneath the outlets.

1. Make sure that the instant system is fully installed.
2. On the display, press the menu symbol “≡” (1) (see Fig. 40) and then “Cleaning”.
 - In self-service operation, you have to log in first using the language selection symbol (see chapter 5.3.2 on page 13).
3. Press the “Rinse mixer” button.

✓ The mixer unit is rinsed.

8.10 Cleaning the bean container

There will be one or two bean containers depending on the equipment.



Fig. 50: Removing the bean container

1. Remove the lid on the bean container.
2. Turn the lever (1) a $\frac{3}{4}$ turn counterclockwise.
3. Remove the bean container (2).
4. Empty the bean container.
5. Clean all parts thoroughly with hot water and a detergent.
 - Dishwasher cleaning is possible at max. 60 °C.
6. Dry the parts completely.
7. If you want to continue using the machine, refill the beans as described in chapter 5.2.1 on page 11.

✓ The bean container has been cleaned.

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8.11 Cleaning the instant container



Fig. 51: Opening the instant container cover

1. Open the machine door using the key (2).
2. Lift the instant container cover (1) upwards carefully.

There will be one or two instant containers depending on the equipment.

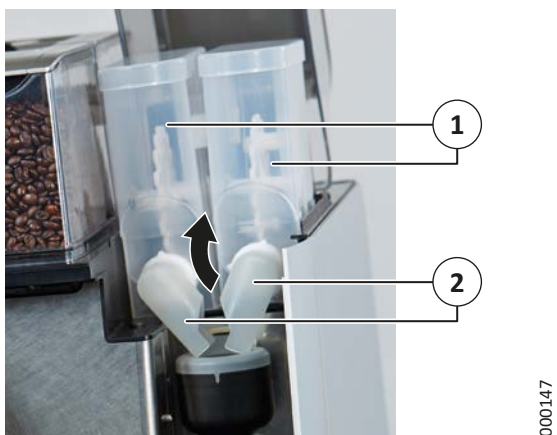


Fig. 52: Instant container

3. Turn the powder chute (2) upwards so that no powder can fall out.
4. Remove the instant container (1).
5. Empty the instant container.
6. Clean all parts thoroughly with hot water and a detergent.
 - Dishwasher cleaning is possible at max. 60 °C.
7. Dry the parts completely.
 - To prevent the instant powder from forming clumps, the parts must be absolutely dry.
8. If you want to continue using the machine, refill the instant powder as described in chapter 5.2.2 on page 12.

✓ The instant container has been cleaned.

8.12 Cleaning the touch screen

Cleaning is required if there is any visible dirt.

1. On the display, press the menu symbol “≡” (1) (see Fig. 40) and then “Cleaning”.
 - In self-service operation, you have to log in first using the language selection symbol (see chapter 5.3.2 on page 13).
2. Press the “Clean touch screen” button.
 - The display is now blocked for inputs.
3. Clean the screen with a microfiber cloth or a damp cloth.
 - If you use a damp cloth, make sure that the touch screen is completely dry and free of streaks before you continue using the unit.
4. After cleaning, enable the display for inputs again by touching the numbers 1-4 in the corners of the display.



Fig. 53: Cleaning the touch screen

✓ The cleaning of the touch screen is complete.

8.13 External cleaning

► Note

Do not use any abrasive agents or sharp objects.

- Clean the parts with a clean, damp cloth only.

1. Wipe down the plastic parts, painted surfaces, and surfaces with a damp cloth.



Fig. 54: External cleaning

2. Clean the bottom of the beverage outlet (2) thoroughly with a clean, damp cloth, and a standard, damp brush if necessary.
3. Remove the drip grid (3).

▲ CAUTION

Risk of scalding!

The water in the drip tray may still be hot.

- Allow the water to cool down.

4. Wipe the drip tray (1) thoroughly.

- ✓ The external cleaning is complete.

9 Maintenance

If you have any questions concerning service, maintenance, or disposal, please contact your official dealer. Repairs and maintenance may only be carried out by Melitta customer service or by specialist personnel authorized by the manufacturer.

When contacting, have the following details from the nameplate (inside of the grounds drawer door) at hand:

- Type/Typ
- Serial no./Geräte-Nr.

9.1 Intervals

After every 30,000 cups or twelve months of operation (whichever occurs first), the machine and all accessory units must be serviced by customer service (for a fee).

- Ensure that the maintenance work date is scheduled in due time to avoid unnecessary wear.
- Observe the intervals given in the manufacturer's instructions for changing the filter.
- Replace the water filter every twelve months at the latest to prevent germs and water contamination.

On request, the manufacturer offers a comprehensive maintenance contract that also ensures that all inspection and maintenance intervals are observed.

By law, commercial operators are required to have their systems inspected by an authorized electrical engineer once every four years to make sure that everything is in order. These inspections must be performed and documented accordingly. Customer service can take care of this for you and certify that everything has been completed correctly (no other inspection is required prior to initial commissioning).

9.2 Faults

In the event of faults, have the unit inspected and, where applicable, repaired by customer service before you start using it again. Incorrectly performed repair work can result in considerable risk to the user.

▲ WARNING

Malfunctions!

If there are visible signs of damage or any obvious malfunctions, some key safety functions might not be working properly.

Obvious malfunctions include water leaks, odors, and heat formation, as well as error messages on the display.

In the event of a malfunction:

- Disconnect the mains plug
- Switch off the water supply
- Have the machine checked and repaired by customer service

10 Recycling and disposal

This machine has been designed and manufactured to allow environmentally friendly disposal.

10.1 Waste disposal

The waste produced during brewing is purely organic and can therefore be disposed of in normal household waste.

10.2 Waste water disposal

The waste water produced during the brewing and cleaning processes complies with the definitions of general domestic waste water and can therefore be drained into the normal sewerage system.

10.3 Disposal of cleaning agents

The cleaning agents recommended in these instructions conform to legal requirements when used correctly and can therefore be drained into the normal sewerage system with the rinse water without further measures.

10.4 Disposal of the machine

This machine contains high-quality raw materials that should be recycled.



Do not dispose of equipment in domestic waste!

During disposal, observe the appropriate national and regional laws and guidelines.



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