

LA PAVONI - Caffè Portofino

IMPORTANT WARNINGS

To ensure that your machine works well and to avoid any damage to you or your property, some simple safety precautions are listed below. It is recommended that you follow them carefully:

1. **Read this manual carefully and keep it ready for future use.**
2. Before operating, make sure that the water level in the tank is adequate and the steam knob is closed.
3. In order to avoid fire, electric shocks or personal injury, do not immerse the machine, the power cord or other electrical components into water.
4. Install the machine in a safe place, away from any direct heat source and out of children's reach.
5. Before disconnecting the machine from the power supply, make sure that all buttons and switches are off.
6. When the machine is not in use, or before cleaning it, unplug the machine.
7. Do not operate the machine if the power cable/plug is damaged.
8. Do not use the machine outdoors.
9. In order to avoid any damage, only use manufacturer's replacement parts.
10. Do not remove the filter holder while coffee is being made.
11. Before using this machine for the first time observe the de-scaling suggestions mentioned on the next page and described in detail on page 5. This procedure should be performed every few months depending on usage.
12. *Your espresso machine is intended for domestic use only* and not for professional use. **Do not** leave "on" for longer than 30-40 minute periods.

MAIN DIAGRAM & PARTS LIST FOR MODELS: PA-10W & PA-10B

1. Tank Cover
2. Power Switch
3. Coffee Button
4. Steam Button
5. Filter Holder
6. Drip Tray
7. Steam Arm
8. Boiler Group
9. Water Tank
10. Steam Knob
11. Ready light

Items not shown in picture:

12. Larger filter basket for ground coffee
13. Smaller filter basket for coffee pods
14. One cup measuring spoon (1 cup)
15. Coffee press



INITIAL START UP - READ COMPLETELY BEFORE PROCEEDING

- 1- Raise the cover (1) and fill the water tank (9) with fresh water.
- 2- Check that switches & buttons (2-3-4) are in the off position.
- 3- Plug in the power cable.
- 4- Press the power switch (2). The warning light in the switch will turn on to indicate that the machine is in use.
- 5- Place an empty cup under the steam arm spout (7) and an empty cup under the boiler group (8). The filter handle should be left off the machine for this operation.
- 6- Turn the steam knob located on the side (10) counter-clockwise, about two full turns.
- 7- Press the coffee button (3), and allow 3 to 4 ounces of water to flow into the cup.
- 8- While the water is exiting, close the steam knob (10) by turning clockwise. The water will now flow through the boiler group (8). Allow a few ounces to exit the boiler group before turning the coffee button off.
- 9- The machine is now ready for normal operation.
- 10- Before your first use only, it is recommended to clean out the inside of the machine by descaling, a complimentary packet of powder descaler is enclosed. Fill the water tank ½ full with water. In a separate bowl add the descaler to warm water and allow to partly dissolve by stirring for a minute. Add the mixture to the water tank. Refer to the complete descaling instructions described on page 5. Flush water out of the boiler group (8) until the water appears clear out of the group.
DO NOT RUN THE WATER TANK DRY!
- 11- Rinse the water tank (9) when finished. The water tank is positioned tightly into the unit to minimize vibration.

WARNING:

- ~ The start-up procedure described on this page should be repeated if the unit vibrates loudly but no water exits. This could be caused by the water tank (9) accidentally running out of water during use or if the machine has been out of use for a long period of time (two weeks or more).
- ~ The de-scaling procedure should be repeated every few months, depending on use.
- ~ Never attempt to use the machine when the water tank is empty as permanent damage to the internal pump may occur.

COFFEE PREPARATION

Your Caffè Portofino machine is equipped with two stainless steel coffee baskets. The larger basket is used with ground coffee. The smaller of the two is used exclusively with prepackaged coffee pods. 45 mm diameter filter pods are recommended. Pods are designed to produce one cup of espresso at a time.

Choose the proper filter and insert into the filter holder **(5)**

You should pre-heat your empty filter holder and filter basket by running hot water through them before inserting coffee. This will ensure that your first cup of espresso is always hot.

- ~ Insert the filter holder **(5)** under the boiler group **(8)** and turn it from left to right until the handle centers towards the user.
- ~ Check that the water level in the tank **(9)** is filled and turn on the power switch **(2)**. The light incorporated into the switch will light.
- ~ The ready light **(11)** incorporated into the top panel is your indicator that the machine has reached the proper operating temperature. Wait until this ready light located on the top panel **(11)** turns on, the machine has now reached the proper operating temperature.
- ~ Press the coffee button **(3)** and allow a few ounces of water to flow into a cup before switching the coffee button off. Your handle and filter should now be warmed. Take care when removing the filter holder as it will now be hot. This procedure can also be done by running the handle under hot tap water.
- ~ Remove the filter holder from the boiler group and fill it with coffee using the measuring spoon or add a coffee pod.

Medium to fine ground coffee is recommended. Using the enclosed measuring spoon, fill the filter basket half full when making one espresso or almost full when making two espresso's.

1 level spoonful = 1 coffee

2 level spoonfuls = 2 coffees

Level the coffee and press down with the coffee press. Coffee pods require no tamping.

Helpful Hint: The quantity and pressing of the coffee into the coffee basket directly affects the quality and flavor of the espresso. You may have to experiment with different grinds to achieve the required "crema". Finer coffee produces a stronger espresso and coarser grinds produce the opposite effect. In any case, never allow the machine to strain; coffee should always flow out evenly.

- ~ After tamping the coffee, wipe the edges of the filter holder of any coffee residues. Install the filter holder **(5)** in the boiler group **(8)**, as described above.

Coffee will always flow from both spouts, center one cup under the spouts when making one espresso or place two cups side by side when making 2 espressos.

Press the coffee button **(3)** a correct cup of espresso is about 2 oz. When the correct amount of coffee flows into the cup(s) turn the coffee button off. This procedure should take about 12-15 seconds. Wait a few seconds before removing the handle, and then rinse the filter holder by running under warm water.

The "ready" light **(11)** will continue to cycle on and off as the machine is on. The light **(11)** in the "on" position informs you that you are ready to make your espresso or produce steam.

Repeat the process if making additional coffee or turn unit off if finished.

CAPPUCCINO PREPARATION

The steam arm (7) can become hot to the touch so use caution when using.

~ The power switch (2) should be on and the coffee button (3) should be off.

The handle should be emptied and removed.

~ Press the steam button (4) on.

~ While you are waiting for the machine to reach the proper operating temperature (about 1 minute) you can prepare your milk. Pour milk into your favorite cup or container, filling between $\frac{1}{2}$ to $\frac{3}{4}$ full. You can use whole, 2%, 1% or skim milk whichever you prefer however skim and 1% milk will not hold a froth as long.

~ After about 40-60 seconds the ready light (11) will turn on: The machine is now ready to produce steam for Cappuccino.

~ Position the steam arm over the drip tray, open and close the steam knob for a second to remove any water that may have built up in the arm. Lower the steam arm into the liquid, staying directly under the milk surface, about $\frac{1}{4}$ inch below; slowly open the steam knob (10) controlling the power of the steam so not to overflow the cup. As the froth rises slowly lower the cup so that the steam arm is always under the milk surface.

~ When the frothing is finished close the knob (10) and turn off the steam button (4).

~ The steam tube should be cleaned after every use. Swing the nozzle over the drip tray (6) and open the steam knob (10) for a few seconds to clean out any milk that may have accumulated in the arm.

CLEANING AND MAINTENANCE

Regular cleaning will ensure many years of trouble free use.

Warning: Prior to any cleaning or maintenance operation, unplug your machine. The water tank (9), drip tray (6) filter holder and filter baskets, should be regularly cleaned with water and normal dish-washer detergent. After cleaning, carefully rinse with fresh water.

Clean the outer surfaces of the machine with a damp cloth, then wipe to dry.

Do not use alcohol or abrasives.

DESCALING

It is recommended to descale the machine depending on frequency of use and water hardness at least every three months. Use a quality powder descaler from a coffee shop or buy online through www.europeangift.com.

A. Fill the water tank $\frac{1}{2}$ full with water. In a separate bowl mix warm water to the descaler and allow the solution to partly dissolve by stirring for a minute before pouring into the water tank (9)

B. Insert the filter holder (5) (without coffee) into the boiler group (8) and turn on the machine.

- C. Place a cup under the steam arm (7) and another cup under the filter holder. Allow the ready light (11) to come on. Turn on the coffee button (3) and allow water to flow from the boiler group (8) for 30-40 seconds.
- D. Turn the steam knob (10) counter-clockwise, and let water flow from the steam arm (7) for 30-50 seconds then turn the coffee button (3) off. Leave the machine in the on position to allow the solution to work for about 20 minutes then repeat procedures C & D until the water in the tank goes down to 1/5 of a tank (NOT EMPTY) then remove and rinse the tank, fill it with fresh water and reinstall it in the machine and place your cups into position as noted in C.
- E. Push the coffee button (3) and let water flow freely from the boiler group and from the steam arm (7), in order to flush out the residue of descaler solution. (DO NOT LET THE TANK RUN DRY) Turn off the coffee button (3) when the water tank is low.

TROUBLESHOOTING & SERVICE

The boiler group gasket (8) will need to be replaced approximately every 12 -18 months depending on usage; this service must be done by a trained technician.

Call 800-927-0277 for the phone number of a service center closest to you.

~ Remember to turn the steam button (4) "off " when not in use. You cannot make espresso coffee when the steam button (4) is engaged.

- A. The machine doesn't work and the warning light in the power switch (2) is off:
- 1) There is no current or the plug is not correctly connected to the main outlet.
- B. The warning light in the power switch is on, but the water doesn't warm up:
- 1) The heating element in the boiler is disconnected or burnt out.
 - 2) The internal thermostats are defective.
- ~ Both problems would require service.
- C. Coffee doesn't come out from the filter holder:
- 1) No water in the tank **or** 2) Coffee is ground too fine
 - 3) Too much coffee in the filter holder
 - 4) Coffee is pressed down too much
 - 5) Steam button (4) is on. If yes, turn off and remove steam via steam arm (7) before removing coffee handle.
 - 6) Machine needs to be primed. (*see Initial Start-up*)
 - 7) Boiler group gasket is heavily scaled up. (*Follow de-scaling procedure*)
- D. Coffee comes out drop by drop:
- 1) Coffee is ground too fine **or** 2) Coffee is pressed down too firmly
- E. Coffee flows out too quickly and has no crema:
- 1) Coffee is ground too coarse
 - 2) Coffee is not pressed down enough
 - 3) Too little coffee in the filter holder
 - 4) Coffee blend is stale or not suitable for the machine

F. Coffee comes out by the side of the filter brim:

- 1) Filter holder is not correctly positioned on the machine
- 2) Too much coffee in the filter holder
- 3) Boiler group is not clean
- 4) Group rubber gasket is worn out (requires service)

G. Coffee comes out cold:

- 1) Machine is not at the correct temperature, check ready light **(11)** sequence
- 2) Filter holder has not been pre-heated
- 3) Cups have not been pre-heated (run under hot water and dry)

H. Noisy pump:

- 1) No water in the tank
- 2) Prime machine using the Initial Start-up directions

Warning: If problems cannot be corrected then please call us directly Monday - Friday at 1-800-927-0277 for the name of a service center in your area. You may also visit our website www.europeangift.com for a list of repair facilities.

TECHNICAL FEATURES

Model: Caffe Portofino

Dimensions: W:8" H:13" D:10"

Weight: 18 lbs.

Tank Capacity: 64 oz.

Steam Delivery: 5 minutes

Max. pressure: 16 bar

Power supply: 120 V-60 Hz.

Absorbed power: 950 W

Boiler: Marine Brass with 950 W heating element.

Protections: Thermo Protection 100C, thermostat, safety valve.

Accessories:

Measuring spoon

Filter holder with two coffee filter baskets.

Coffee tamper

User's manual

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FX: 1-914-664-3257

sales@europeangift.com

Remember to mail in your warranty card so we can notify you in the event of a product update or recall. You can also register your product on-line. Warranty registrations & replacement parts are available online at www.europeangift.com.