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# QUICK START GUIDE

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## Espressotoria® Coffee Capsule Machine Simple Setup

### 1. Clean water tank

- Remove water tank from machine and rinse out with hot water.
- Dry and allow to cool, then fill tank with cold tap water to the maximum water level indicated.
- Replace tank back onto machine. **Make sure it slots into place.**
- When there is insufficient water in the tank, the water tank sensor light will flash in blue and red as a reminder to refill the tank with fresh water.

### 2. Switching on machine

- Ensure that power switch on side of machine and wall socket are both in the 'OFF' position **BEFORE** plugging in machine.
- Plug electrical cord into wall. Once electrical cord is connected and plugged into wall, put power switches into the 'ON' position.
- The buttons on top of the machine will flash blue, which indicates that the machine is pre-heating.
- **Once buttons stop flashing**, this indicates that the machine is heated and ready for the next step.
- Without a capsule in the machine, press one of the beverage buttons (☕) (☕) and run water until a regular flow from the dispenser is established.

**It may take up to 30 seconds before water is dispensed the first time the machine is used.**

- If machine automatically stops before water is dispensed, simply press the button again until water starts dispensing.
- This will only need to be done when setting up the machine for the first time.

### 3. Making coffee

- To set up the machine correctly, lift operating lever back completely and insert capsule into the designated opening. The capsule will automatically fall into the right position.
- Once the capsule is correctly inserted, **move operating lever completely forward to load capsule into the brewing position.**
- Place a cup under the spout and press one of the beverage buttons (☕) (☕)
- The coffee extracted from your first capsule should be discarded.

### 4. Ejecting the capsule

- Once capsule is dispensed, lift lever to automatically eject capsule into the internal container.
- Capsule may hang slightly after extraction. If this occurs, simply lower the operating lever and open it again completely until capsule falls.

### 5. Emptying and cleaning the used capsule container

- The capsule container holds up to 10 used capsules and must be emptied and cleaned regularly.
- If the used capsule container is full and reaches maximum holding capacity, the indicator light will flash in blue and green.
- Empty by sliding out the container and discarding the used capsules.
- Clean the used capsule container by rinsing under warm soapy tap water (do not place in the dishwasher).

**Note:** If machine is left idle, it will switch to **energy saver mode, indicated by a green light.**

To bring machine out of energy saver mode, simply press one of the buttons, which will prompt the machine to pre-heat.

Your machine is now ready to use.

Visit our website or Youtube for access to a range of useful How To videos and learn more about how you can recycle our capsules.

<https://www.espressotoria.com.au/how-to-guide>

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