



3-in-1 Coffee and Espresso Machine



Instruction Manual

www.Ginnys.com

Model: 660741

Congratulations!

The Ginny's 3-in-1 Coffee and Espresso Machine brings a wide variety of coffee house favorites home, including espresso, cappuccino, latte, and blended ice coffee drinks. This elegant, high-quality unit will provide great-tasting espresso and coffee in just minutes. Coffee and espresso can even be made simultaneously, ideal for entertaining or differing tastes.

Please read the following instructions carefully before your first use.

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USA
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LIMITED WARRANTY

Ginny's warrants this product free from defects in material and workmanship for one year from provable date of purchase.

Within this warranty period, Ginny's will repair or replace, at its option, defective parts at no charge, provided the product is returned, freight prepaid with proof of purchase to Ginny's. Allow 2-4 weeks for return shipping.

This warranty does not cover improper installation, misuse, abuse or neglect on part of the owner. Warranty is also invalid in any case that the product is taken apart or serviced by an unauthorized service station.

This warranty gives you specific legal rights and they may vary from state to state.

THE FOREGOING WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES AND CONDITIONS, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THOSE OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

GINNY'S Customer Returns
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IMPORTANT SAFEGUARDS

Basic safety precautions should always be followed when using electrical appliances, including the following:

1. **Read all instructions before first use.**
2. Do not touch hot surfaces. Use handles or knobs.
3. Use only on a level, dry and heat-resistant surface.
4. To protect against electrical shock and possible injury to person, do not immerse the cord, plug or the appliance in water or any other liquid.
5. Close supervision is necessary when the appliance is used by or near children.
6. Unplug from outlet when not in use and before cleaning. Allow unit to cool before pulling on or taking off parts, and before cleaning.
7. Do not operate this appliance with a damaged cord or plug or after the appliance malfunctions or has been damaged in any manner. Contact the appliance manufacturer for examination, repair or adjustment.
8. The use of accessory attachments not recommended by the appliance manufacturer may result in fire, electrical shock or injury.
9. Do not use outdoors.
10. Do not let cord touch hot surfaces or hang over the edge of a countertop or table.
11. Do not place on or near a hot burner, or in a heated oven.
12. Do not use the appliance for other than its intended use.
13. Extreme caution must be used when moving the appliance containing hot water or other liquids.
14. To disconnect, turn any control to "OFF", then remove plug from the wall outlet.

SAVE THESE INSTRUCTIONS

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SHORT CORD INSTRUCTIONS

1. A short power-supply cord is provided to reduce the risks resulting from becoming entangled in or tripping over a longer cord.
2. Longer extension cords are available and may be used if care is exercised in their use.
3. If a longer extension cord is used:
 - a. The marked electrical rating of the extension cord should be at least as great as the electrical rating of the appliance.
 - b. The longer cord should be arranged so that it will not drape over the countertop or tabletop where it can be pulled by children or tripped over unintentionally.

POLARIZED PLUG

This appliance has a **polarized plug** (one blade is wider than the other); follow the instructions below:

To reduce the risk of electric shock, this plug is intended to fit into a polarized outlet only one way. If the plug does not fit fully into the outlet, reverse the plug. If it still does not fit, contact a qualified electrician. Do not attempt to modify the plug in any way.

This appliance is for household use only.

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TROUBLESHOOTING

Symptom	Cause	Possible Solution
Carafe is leaking water.	The carafe is not placed properly.	Check that the center line of the carafe aligns with the opening of the brewing basket.
	The level of water in the tank exceeds the "MAX" line.	The water level of the tank should not exceed the level of the "MAX" line.
Espresso drips out too slowly.	Ground coffee is too fine.	Use coarser coffee grounds.
Water leaks from the base of the coffee maker.	There is too much water in the drip tray.	Empty the drip tray.
	The coffee maker is malfunctioning.	Contact the manufacturer.
Water leaks out of the outer side of the 'Espresso Filter'.	There are coffee grounds on the 'Espresso Filter' edge.	Clean off the 'Espresso Filter'.
Coffee has an acidic (vinegar) taste.	Mineral deposits have not been properly cleaned out.	Properly clean the unit with descaler. Follow instructions listed on descaler packaging.
	The coffee grounds may be too old or have lost their freshness.	Use only fresh coffee grounds, that have been stored in a cool, dry place.
The espresso/coffee maker is no longer working.	The unit is not receiving proper power.	Plug the cord into a working power outlet. If the unit is still not working, contact the manufacturer.
The steam function is not frothing milk.	The milk cup being used is too large.	Use a tall and narrow mug.
	Skimmed milk has been used.	Whole milk or low-fat milk should be used for best results.
Steam is not coming out of the 'Steam Pipe' for frothing milk.	The 'Steam Pipe' may be clogged.	Clean the opening of the 'Steam Pipe' after each use to prevent possible clogging.

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HOW TO CLEAN

Be sure to clean the 3-in-1 Coffee and Espresso Machine after each use.

NOTE

Do not clean with any abrasive cleaners. Never immerse the body in water.



To clean after preparing coffee:

1. Unplug the cord from the outlet and allow the 3-in-1 Coffee and Espresso Machine to cool completely.
2. Remove the 'Permanent Filter', removing any coffee residue that may be inside. Clean the 'Permanent Filter' with warm, soapy water.
3. Clean the body of the 3-in-1 Coffee and Espresso Machine with a soft, wet cloth. Clean the 'Water Tank (for Coffee)', 'Filter Basket' and 'Tank Cover (for Coffee)'. Dry each with a soft cloth.
4. Clean all attachments in warm, soapy water and dry thoroughly.

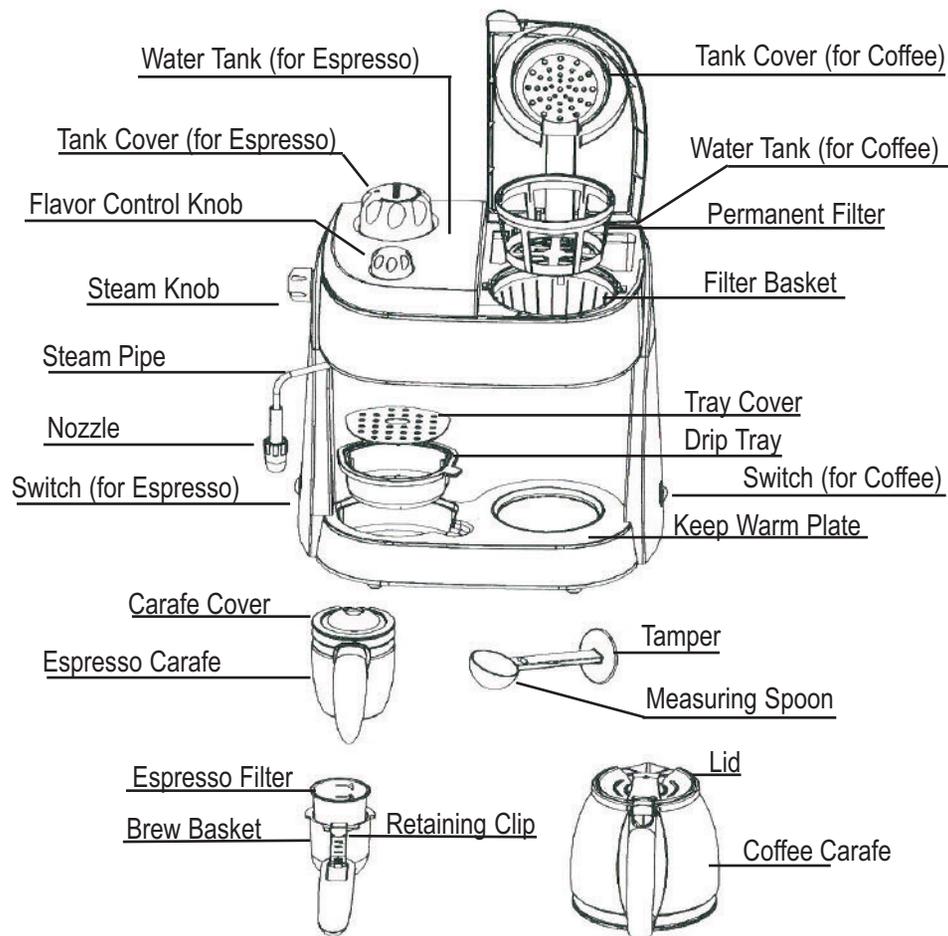
To clean after preparing espresso or cappuccino:

1. Unplug the cord from the outlet and allow the 3-in-1 Coffee and Espresso Machine to cool completely.
2. Detach the 'Brew Basket' by turning it clockwise, removing any coffee residue that may be inside. Clean the 'Brew Basket' with warm, soapy water.
3. Clean the body of the 3-in-1 Coffee and Espresso Machine with a soft, wet cloth. Clean the 'Water Tank (for Espresso)', 'Drip Tray' and 'Tray Cover'. Dry each with a soft cloth.
4. Clean all attachments in warm, soapy water and dry thoroughly. If cappuccino has been made, be sure to clean and clear the 'Steam Pipe'.

To Clean Mineral Deposits:

To ensure proper operation, mineral deposits should be cleaned every 2 to 3 months from the 3-in-1 Coffee and Espresso Machine with a descaler solution. Many brands of descaler are available in most supermarkets. For best results, follow the package instructions of the purchased descaler.

PARTS IDENTIFICATION



HOW TO USE

Before First Use:

1. Fill the drip 'Water Tank (for Coffee)' with water to the "MAX" capacity and allow it to operate without any coffee grounds, follow steps 1-5 of "To Make Drip Coffee" beginning below on this page for instructions on operation.
2. Fill the espresso tank with water to the "MAX" capacity and allow it to operate without any espresso powder, follow steps 1-9 of "To Make Espresso" beginning on **page 6** for instructions on operation.
3. Wipe body clean with a damp cloth.
 - Do not use abrasive cleaners or scouring pads.
 - Do not immerse cord, plug or the 3-in-1 Coffee and Espresso Machine in water at any time.

The 3-in-1 Coffee and Espresso Machine is able to make coffee and espresso simultaneously. Follow the directions given in this manual for each beverage.

To Make Drip Coffee:

NOTE



Always switch power to the "O (Off)" position and remove the plug from the outlet before filling the tank with water. Ensure water will not overflow the water tank.

1. Open the 'Tank Cover (for Coffee)' and, using the 'Coffee Carafe', pour the appropriate amount of water for the servings intended into the 'Water Tank (for Coffee)' according to the gauge. See the "Coffee/Water Measurement Table" on **page 9** for proper water amounts.
2. Place the 'Permanent Filter' into the 'Filter Basket'.

CONTINUED ON NEXT PAGE

COFFEE/WATER MEASUREMENT TABLE

Water (to Coffee Carafe Measurement Lines)	Coffee Grounds (with Measuring Spoon)	Coffee Produced
4 Cups	2 Spoonfuls	4 Cups
6 Cups	3 Spoonfuls	6 Cups
8 Cups	4 Spoonfuls	8 Cups
10 Cups	5 Spoonfuls	10 Cups
Water (to Espresso Carafe Measurement Lines)	Coffee Grounds (with Measuring Spoon)	Coffee Produced
2 Cups	1.5 Spoonfuls	2 Cups
3 Cups	2 Spoonfuls	3 Cups
4 Cups	3 Spoonfuls	4 Cups

The measurements listed above are simply guidelines. Feel free to adjust the coffee ground to water ratio to suit personal preference.

HOW TO USE

To Make Cappuccino:

Adding frothing milk to a cup of espresso produces this delicious drink.

1. Prepare espresso according to steps 1-6 in the “How to Make Espresso” section beginning on **page 6** (include an additional cup of water, according to the ‘Espresso Carafe’, to ensure there will be enough steam to froth milk).
2. Turn the ‘Switch (for Espresso)’ to the “O (Off)” position while dispensing the espresso.
2. Ensure the ‘Steam Knob’ is turned off.
3. Set the ‘Switch (for Espresso)’ to the “— (On)” position. Wait approximately 3 minutes to allow enough steam to be produced.
4. Fill a mug with the desired amount of milk (whole or low-fat) for each cappuccino to be prepared. Place the mug under the ‘Steam Pipe’, ensuring the ‘Nozzle’ of the ‘Steam Pipe’ is immersed in the milk. **For best frothing results, place the ‘Nozzle’ just below the milk’s surface.**

NOTE

Make sure the mug for milk is large enough to accommodate at least one and a half times the volume of milk

5. Turn the ‘Steam Knob’ counter-clockwise slowly. The milk will quickly begin to froth with the released steam. Once the volume of frothing milk has grown to the desired amount, turn the ‘Steam Knob’ clockwise to stop the release of steam.
6. Mix espresso with the frothed milk, stirring with a spoon. Add chocolate powder or cinnamon, if desired.
7. Dispense remaining steam through the ‘Steam Pipe’ by turning the ‘Steam Knob’ counter-clockwise. Place a towel under the ‘Steam Pipe’ to collect any excess water and to protect the surface that the 3-in-1 Coffee and Espresso Machine is resting upon.

HOW TO USE

To Make Drip Coffee (Continued):

3. Place the ‘Filter Basket’ into the the 3-in-1 Coffee and Espresso Machine. The ‘Filter Basket’ must be inserted correctly for proper operation. Place the ‘Filter Basket’ in with its handle up (see *Figure A* below). Be sure the locking hinge is inserted correctly (see *Figure B*), then close the ‘Filter Basket’ handle (see *Figure C*). This will lock the ‘Filter Basket’ into place and ensure proper operation.

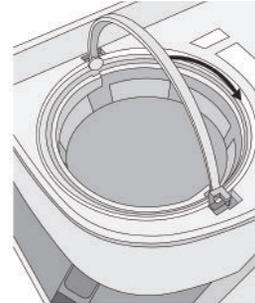


Figure A

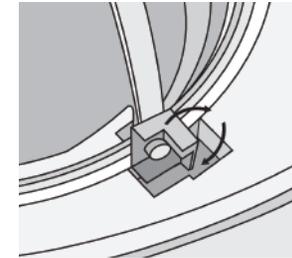


Figure B

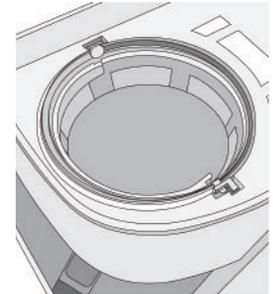


Figure C

4. Add the desired amount of ground coffee to the ‘Permanent Filter’. Use the ‘Measuring Spoon’ to measure the amount of ground coffee to use. See the “Coffee/Water Measurement Table” on **page 9**.
5. Close the ‘Tank Cover (for Coffee)’. Place the ‘Coffee Carafe’ onto the ‘Keep Warm Plate’.
6. Plug the power cord into an available outlet. Press the ‘Switch (for Coffee)’ to the “— (On)” position. The ‘Switch Indicator Light’ will illuminate and the appliance will begin operation. Brewing may be stopped at anytime by pressing the ‘Switch (for Coffee)’ to the “O (Off)” position. Brewing will then recommence once the ‘Switch (for Coffee)’ has been switched back to the “— (On)” position.

NOTE

The ‘Coffee Carafe’ can be removed at anytime during the brewing process to serve, but it must be placed back onto the ‘Keep Warm Plate’ immediately.

7. Once brewing has completed, the coffee maker will automatically switch to ‘Keep Warm’. It will remain on ‘Keep Warm’ until the appliance has been removed from the power source.

HOW TO USE

To Make Espresso:

NOTE

Always switch power to the “O (Off)” position and remove the plug from the outlet before filling the tank with water. Ensure water will not overflow the water tank.

1. Turn the ‘Tank Cover (for Espresso)’ in a counter-clockwise motion (see figure 1) to open. Using the ‘Espresso Carafe’, fill the tank with the adequate amount of water. See the “Coffee/Water Measurement Table” on **page 9** for proper water amounts.
2. Turn the ‘Tank Cover (for Espresso)’ clockwise until it has tightly closed (see figure D). Turn the ‘Steam Knob’ clockwise until it becomes tight (see Figure E).
3. Place the ‘Espresso Filter’ into the ‘Brew Basket’. Using the ‘Measurement Spoon’, fill with the desired amount of ground coffee; removing any excess ground coffee from the top rim. Use the ‘Tamper’ to pack the ground coffee down tightly (refer to the “Coffee/Water Measurement Table” on **page 9** for a coffee amount guideline).
4. Affix the ‘Brew Basket’ to the coffee maker by:
 - a) Aligning the mouth of the ‘Brew Basket’ with the espresso spout.
 - b) Turning the handle of the ‘Brew Basket’ from a left facing position counter-clockwise until it is located in the central position of the unit.
 - c) Ensure that the ‘Brew Basket’ is firmly secured.
5. Turn the ‘Flavor Control Knob’ to the needed position: “Light” or “Strong” (see figure F) depending upon preference. The “Steam” position is intended for cappuccino (see “To Make Cappuccino” on **page 8**).

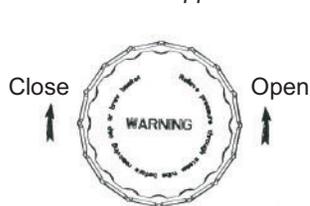


Figure D

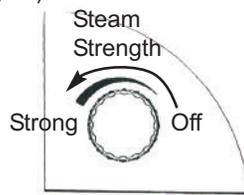


Figure E



Figure F

NOTE

Do not operate the espresso function with the ‘Flavor Control Knob’ in the “Steam” position. The “Steam” position is only intended for frothing milk for cappuccino.

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HOW TO USE

To Make Espresso (continued):

6. Place the ‘Espresso Carafe’ on the ‘Drip Tray’ and ensure the lid aligns with the spout of the ‘Brew Basket’. Press the ‘Switch (for Espresso)’ to the “— (On)” position. The ‘Switch Indicator Light’ will illuminate. Brewed espresso will begin to flow in approximately 3 minutes.

NOTE

Do not detach the ‘Filter Holder’ during the brewing cycle

7. Once brewing has completed, press the ‘Switch (for Espresso)’ to the “O(Off)” position by hand. Remove the ‘Espresso Carafe’ from the ‘Drip Tray’ and dispense coffee into cups to serve.
8. Before removing the ‘Brew Basket’, pressure in the ‘Water Tank (for Espresso)’ must be released. To do so follow these steps:
 - a) Turn the ‘Steam Knob’ slowly counter-clockwise. Steam will escape from the ‘Steam Pipe’. Place a towel under the ‘Steam Pipe’ to soak up any water and protect the surface the 3-in-1 Coffee and Espresso Machine is placed upon.
 - b) Once pressure has been completely released, and the ‘Brew Basket’ has cooled, remove it by turning clockwise.
9. Firmly hold down the ‘Retaining Clip’ with your thumb (see Figure G). Then tilt the ‘Brew Basket’ over a waste receptacle, tapping it to remove all contents (see Figure H). Wash the ‘Brew Basket’ and ‘Espresso Filter’ in warm, soapy water prior to reassembly.

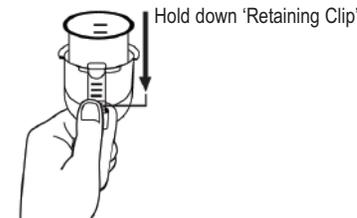


Figure G

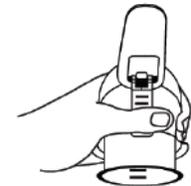


Figure H

10. Return the ‘Retaining Clip’ to the original position before reattaching the ‘Brew Basket’.

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