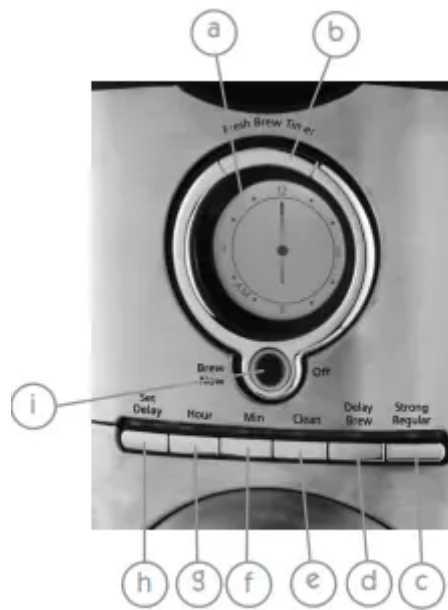


## PARTS DIAGRAM



1. Brew Basket Lid
2. Shower Head
3. Water Reservoir
4. Pause 'n Serve
5. Water Window
6. Warmer Plate
7. Decanter
8. Removable Filter Basket
9. Pour Through Reservoir Lid

## CONTROL PANEL



- a. Clock Display / Fresh Brew™ Timer Display
- b. Clock Display / Fresh Brew™ Timer Display Button
- c. Brew Strength Button
- d. Delay Brew Button
- e. Clean Cycle Button
- f. Minute Button g. Hour Button
- h. Set Delay Button
- i. Brew Now/OFF Button

### Coffeemaker Extras (not included with all models)



## COFFEEMAKER FEATURES AND BENEFITS

Your new MR. COFFEE® coffeemaker has the following features:

- **Brewing Capacity** – 12 cups – Glass decanter series.
- **Removable Filter Basket** – The filter basket lifts out for fast and easy cleaning and filling.

- **Pause 'n Serve** – Can't wait for the coffee to finish brewing? The Pause 'n Serve feature allows you up to 30 seconds to pour a cup of coffee while the coffeemaker is still brewing. Carefully remove the decanter and the Pause 'n Serve feature will be automatically activated, temporarily stopping the flow of coffee into the decanter.
- **Water Window** – Show amount of water in the reservoir for accurate filling.
- **Non-Stick Warming Plate** – This feature allows you to keep your coffee hot after brewing. The non-stick attribute prevents the decanter from sticking to the surface of the warming plate.
- **Brew Strength Selector** – Adjusts the brewing time to create a more full-flavored coffee.
- **Water Filtration System** – Great tasting coffee begins with great water! Using the Mr. Coffee® carbon-based water filter in the Mr. Coffee® coffeemaker during the brewing process helps remove up to 97% of the chlorine from the water and improves the taste of your coffee.
- **Cord Storage** – Safely stores excess cord to keep your countertop neat.
- **Two-Hour Auto Shut-Off** – Keeps your coffee hot for two hours, then automatically shuts off.
- **Programmable Controls:**
  - **Clock** – The clock serves as a handy kitchen clock and allows you to set the Delay Brew feature and functions as the FRESH BREW™ TIMER feature.
  - **Fresh Brew™ Timer feature** – Lets you know how long your coffee has been waiting for you
  - **Delay Brew** – Would you like to wake up to a fresh pot of coffee? The timer allows you to preset when you would like the coffeemaker to automatically begin brewing your coffee, up to 24 hours in advance.
  - **Special Cleaning Cycle** – Enables you to easily maintain and clean mineral deposits from your coffeemaker.

## **CLEAN YOUR COFFEEMAKER BEFORE USING THE FIRST TIME**

Make sure your first cup of coffee is as good as can be by cleaning your MR. COFFEE® Coffeemaker before its first use. Just follow these simple steps:

1. Wash the decanter, decanter lid and the filter basket in a mixture of mild detergent and water. Rinse each thoroughly (please refer to the parts diagram listed above).
2. Replace all the parts and close the lid. Then, run a brew cycle with water only, without adding coffee and coffee filter.

3. When brewing is complete, turn your coffeemaker off, discard the water in the decanter and rinse the decanter, decanter lid, and filter basket. Your coffeemaker is now ready to use. Enjoy it!

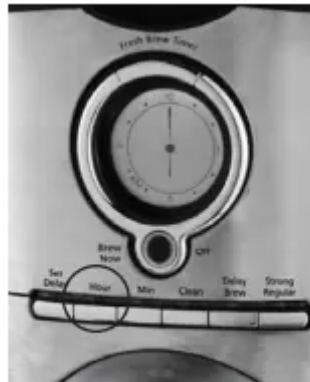
## SETTING THE CLOCK AND DELAY BREW TIME

### To Set the Clock

1. Plug the power cord into a standard electrical outlet. The clock will flash on the control panel to indicate that the time has not been set yet.
2. Press and hold the HOUR and MINUTE buttons until you reach the current time. The AM or PM indicator will light at the bottom of the display ( Figures 1 and 2).

The clock is now set!

NOTE: Pressing any button before setting the clock will cause the clock to start keeping time from 6:00 a.m. You must set the clock if you want to use the Delay Brew feature



**Figure 1**



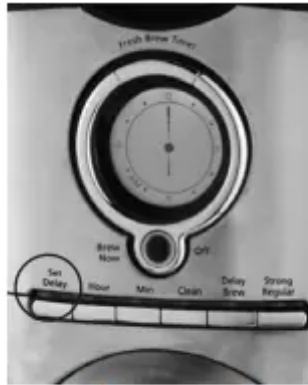
**Figure 2**

### To Set the Delay Brew Time:

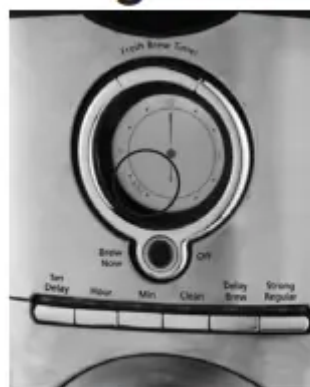
While the display is in the clock mode, simply press the SET DELAY button (Figure 3) and, while the DELAY BREW time is flashing, set the brew time by pressing the HOUR and MINUTE buttons. The AM or PM indicator will light at

the bottom of the clock display. (Figure 4) Within a few seconds the display will change to the current time. The Delay Brew Time is now set!

NOTE: To activate the DELAY BREW cycle, see the “Brewing Coffee Later” section. To check the programmed time, push the SET DELAY button. The display will show the time you have programmed the coffee to brew. If you press the SET DELAY button again or wait a few seconds, the display will switch back.



**Figure 3**



**Figure 4**

## PREPARING FOR USE

### Selecting and Measuring Ground Coffee

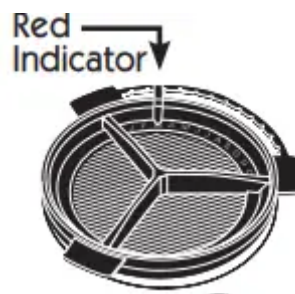
For best results, use a level tablespoon for ground coffee measurement. Make sure you use medium grind coffee for a perfect brew.


#### A. Suggested Coffee Measurement Chart

To Brew	Ground Coffee
12 Cups	9 tbsp.
10 Cups	7.5 tbsp.
8 Cups	6.5 tbsp.
6 Cups	4.5 tbsp.
4 Cups	3 tbsp.
1 level tablespoon (tbsp) = 5 gr./0.17 oz. 1 cup = 5 fl. oz. of brewed coffee Use more or less coffee to suit your taste.	

## B. Water Filtration System

Congratulations! You are the owner of a MR. COFFEE® water filtration system. Using the Mr. Coffee® carbon-based water filter in the Mr. Coffee® coffeemaker during the brewing process helps remove up to 97% of the chlorine from the water and improves the taste of your coffee.



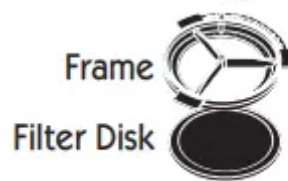
First, look for the MR. COFFEE Filter Friendly symbol  on the bottom of your filter basket. If you do not see this symbol, please call 1-800-672-6333. To use the water filtration system in your MR. COFFEE® Coffeemaker, please follow these steps:

1. Align the red indicator on the frame to the letter that corresponds with the month that you are using the disk for the first time. This serves to remind you to change the disk every month (approx. 30 brewing cycles). To change the disk, remove the used disk, insert new disk into the frame.



2. Rinse the water filter in fresh water before first use.
3. Follow Adding Water and Coffee instructions.
4. When you are done brewing your coffee, rinse the water filter with fresh water. Do not put your water filter in the dishwasher

To replace the water filter disks: slide the used disk from your water filtration system. To insert the new disk, slide disk into the frame.



### C. Adding Water and Ground Coffee

1. Open the brew basket lid. For your convenience, you can lift out the removable filter basket.
2. Place a MR. COFFEE® brand 10-12 cup paper basket-style filter or a MR. COFFEE® permanent filter into the removable filter basket (Figure 5).



**Figure 5**

3. Add the desired amount of coffee and gently shake to level the coffee. See the Suggested Coffee Measurement Chart.

4. After following instructions in the Water Filtration System, place the MR. COFFEE® water filter in the basket, making sure that the side marked “this side up” faces you and that the water filter is level.
5. Be sure the removable filter basket is properly centered and all the way down in the brew basket and close the lid.
6. Fill the decanter with cold, fresh water to the desired capacity (1 cup equals 5 ounces) For easy and accurate filling, the water markings on the glass decanter and on the dual water windows show the amount of water needed to make the corresponding desired number of cups. Do not fill past the “12 cup MAX line” or water will flow out of the overflow hole in the back of the coffeemaker. The amount of coffee brewed will always be slightly less than the amount of water poured in the water reservoir. This is due to the minimum absorption of water by the coffee grounds.
7. Lift the pour through reservoir lid and pour the water into the water reservoir. Close the lid and place the empty decanter onto the warmer plate.

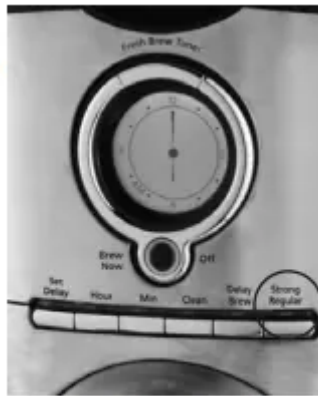
#### **BREWING COFFEE NOW**

1. After completing the steps in the Adding Water and Coffee section and with the glass decanter and the filter basket securely in place, turn the coffeemaker on by pressing the BREW NOW button once. The BREW NOW blue light will turn on to signal that the coffeemaker is on and brewing (Figure 6).



**Figure 6**

2. To enjoy a more full flavored cup of coffee, press the Brew Strength button once. The STRONG Brew Strength amber light will turn on. The coffeemaker will remain in the Brew Strength you have selected until you change it back to REGULAR strength by pressing the Brew Strength button or until you unplug the machine (Figure 7).
3. After the used coffee grounds have cooled, carefully remove the filter basket and discard them.



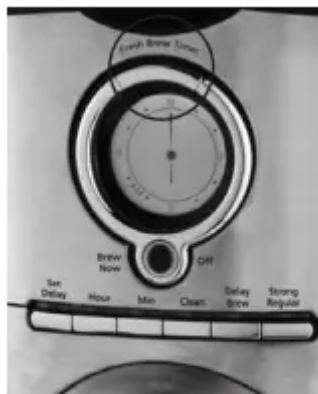
**Figure 7**

4. Prior to making a second pot of coffee, turn the coffeemaker off. This will reset the FRESH BREW™ TIMER feature. To turn the coffeemaker off, press the BREW NOW/OFF button all lights will turn off.
5. Make sure the decanter is empty before starting to brew coffee.
6. Be sure to turn your coffeemaker off when no longer using it.

#### **The Fresh Brew™ Timer Feature**

The FRESH BREW™ TIMER feature lets you know how long your coffee has been waiting for you. At the start of the brew cycle, the FRESH BREW™ TIMER feature will automatically be activated. Press the FRESH BREW™ TIMER button once (Figure 8) and the clock time will change to show the amount of time that has passed since brewing completed. Push again to display current time.

NOTE: The BREW NOW blue light must be on for the FRESH BREW™ TIMER feature to operate. The time and delay brew time cannot be set when the fresh brew time is displayed.



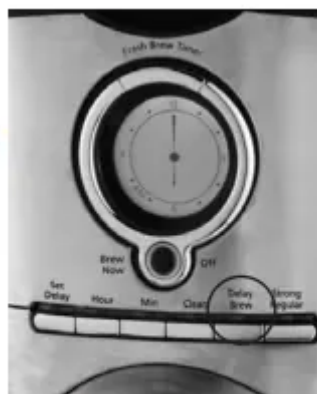
**Figure 8**

#### **BREWING COFFEE LATER**

1. You must first set the time for when you would like the coffeemaker to begin brewing your coffee as described in Setting the Clock and the Delay Brew Timer section.
2. Prepare your coffeemaker as described in Adding Water and Ground Coffee section.
3. To activate DELAY BREW and program your coffeemaker to brew coffee at a later time, press the DELAY BREW button (Figure 9). The blue DELAY BREW light will turn on. The coffeemaker is now set to automatically brew coffee at the pre-set later time. At this time the brew strength light will turn on. You can select the strength that you desire by pressing the BREW STRENGTH button. (Amber for STRONG, white for REGULAR)
4. At the pre-set time, the blue BREW NOW light will turn on and the DELAY BREW blue light will turn off, indicating the brewing has started in the selected brew strength. The FRESH BREW™ TIMER feature will start.
5. The coffeemaker warmer plate will keep your coffee hot for 2 hours and then automatically turn off. Thermal models will turn off at the end of the brew cycle

**As a safety feature, your coffeemaker will NOT start again automatically the next day. If you want your coffee to brew at the same time the following day, simply add a new filter, coffee and water and set DELAY BREW, by repeating Steps 2 and 3 above.**

**To cancel DELAY BREW:** Press the DELAY BREW button until all lights turn off (Figure 9).



**Figure 9**

## **CLEANING AND MAINTAINING YOUR COFFEEMAKER**

### **Daily Cleaning**

Always unplug the coffeemaker and allow to cool before cleaning. Remove the filter basket, permanent filter (not included on all models), decanter and decanter lid and wash them in a

solution of hot water and mild liquid soap. Never use abrasive cleansers, steel wool pads or other abrasive materials. Dishwasher top rack safe parts: glass decanter and lid, filter basket and permanent filter. The water filter disk is not dishwasher safe

### **Regular Cleaning and Maintenance**

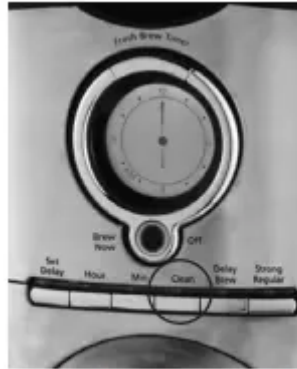
The red clean light will turn on to let you know that your coffeemaker needs to be cleaned. The red light will turn off after the clean cycle has been completed.

### **Decalcifying your MR. COFFEE® Coffeemaker**

Minerals (calcium/limestone) found in water will leave deposits in your coffeemaker and affect its performance. It's recommended that you regularly remove these deposits using MR. COFFEE® Cleaner or vinegar. MR. COFFEE® Cleaner is available at many retail stores or by calling the Consumer Service Department at 1-800-MR COFFEE (1-800-672-6333).

1. Follow package instructions to prepare one batch of MR. COFFEE® Cleaner. Pour the mixture into the water reservoir. Before decalcifying, remove the water filtration disk from the machine.
2. Place an empty MR. COFFEE® 10-12 cup basket-style paper filter or MR. COFFEE® permanent filter into the filter basket and close the brew basket lid.
3. Place the empty decanter back in the unit, centered on the warmer plate.
4. Press the CLEAN button until the red CLEAN indicator light turns on (Figure 10). For your convenience the cleaning cycle is automatic. The entire cycle will take 45-60 minutes to complete. During the cleaning your coffeemaker will:
  - a. Slow brew approx. 3 cups of cleaning solution.
  - b. Pause for 30 minutes (the CLEAN light will remain on to alert you that the process is active).
  - c. After 30 minutes, your coffeemaker will brew the remainder of the cleaning solution.
  - d. When complete, the CLEAN light will turn off and your coffeemaker will turn off.
5. Discard the cleaning solution and rinse the decanter thoroughly with clean water.
6. Fill the water reservoir with clean, fresh water.
7. Place the empty decanter back on the coffeemaker, centered on the warming plate.
8. Remove and discard the paper filter used during the cleaning cycle. If a Mr. Coffee® permanent filter was used during cleaning, remove it and rinse it thoroughly before replacing it in the filter basket.
9. Begin brewing and allow the full brew cycle to complete.

10. Repeat steps 5 through 9 one more time. Your coffeemaker is now clean and ready to brew the next pot of delicious, hot coffee!



**Figure 10**

### **Water Filtration Disk Replacement**

Your water filtration disk will need to be replaced once a month (approx. 30 brew cycles). If the machine will not be in use for an extended period of time, rinse the water filter with running water and clean the coffeemaker before use.

### **Cleaning the Decanter**

Hard water can leave a whitish stain on the decanter, and coffee may then turn this stain brown. To remove decanter stains:

1. Fill the decanter with a solution of equal parts water and vinegar and let the solution stand in the decanter for approximately 20 minutes.
2. Discard the solution, then wash and rinse the decanter. Do not use harsh abrasive cleaners that may scratch the decanter, scratches may cause the decanter to break.

<b>Suggested Decalcifying Interval</b>	
<b>Type of Water</b>	<b>Cleaning Frequency</b>
<b>Soft Water</b>	<b>Every 80 Brew Cycles</b>
<b>Hard Water</b>	<b>Every 40 Brew Cycles</b>

**or when red light is flashing**

# TROUBLESHOOTING YOUR MR. COFFEE® COFFEEMAKER



<b>PROBLEM</b>	<b>POSSIBLE CAUSE</b>	<b>SOLUTION</b>
THE "BREW NOW"/ ON LIGHT DOES NOT LIGHT UP	The appliance is unplugged.	PLUG UNIT IN.
	There's a power outage	WAIT FOR POWER TO BE RESTORED.
THE COFFEE IS NOT BREWING	The appliance is unplugged.	PLUG UNIT IN.
	There's a power outage.	WAIT FOR POWER TO BE RESTORED.
	The water reservoir is empty	CHECK THE WATER WINDOWS.
	The filter basket is not properly inserted.	INSERT FILTER BASKET CORRECTLY
	The decanter is not placed all the way on the warming plate.	PLACE DECANTER CORRECTLY ON WARMING PLATE.
THE COFFEEMAKER ONLY BREWS WATER	There are no coffee grounds in the filter basket	ADD THE DESIRED AMOUNT OF COFFEE TO THE FILTER.
THE COFFEEMAKER BREWS SLOWLY	The coffeemaker needs cleaning	CLEAN COFFEEMAKER AS DESCRIBED IN "CLEANING AND MAINTAINING" SECTION.
THE FILTER BASKET OVERFLOWS	The filter basket is not properly inserted	INSERT FILTER BASKET CORRECTLY.
	The decanter is not placed all the way on the warming plate	PLACE DECANTER CORRECTLY ON WARMING PLATE.
	The decanter lid is not on decanter.	PLACE LID ON THE DECANTER
	Too many coffee grounds were placed in the filter	REMOVE FILTER DISCARD GROUNDS. IF PAPER FILTER, REPLACE. IF PERMANENT FILTER, RINSE. BEGIN BREWING PROCESS AGAIN.

	The decanter was removed from the warming plate for more than 30 seconds.	TURN OFF AND UNPLUG THE UNIT. ALLOW TO COOL.WIPE UP THE SPILL. DO NOT SET HOT DECANTER BACK ON THE WET WARMING PLATE OR IT MIGHT CRACK.
THE COFFEE IS NOT HOT	There's a power outage	WAIT FOR POWER TO BE RESTORED
	Auto SHUTOFF has been activated.	FOR BEST RESULTS, BREW A FRESH POT OF COFFEE
THE COFFEE TASTES BAD	Coffee grounds other than for an automatic drip coffeemaker were used.	USE COFFEE GROUNDS RECOMMENDED FOR AUTOMATIC DRIP COFFEEMAKERS
	The ground coffee-towater ratio was unbalanced.	USE CORRECT GROUND COFFEE-TOWATER RATIO.
	The coffeemaker needs cleaning.	CLEAN COFFEEMAKER AS DESCRIBED IN "MAINTAINING YOUR COFFEEMAKER" SECTION.
THE GROUNDS ARE IN THE COFFEE	The filter is not properly seated in the basket	SEAT FILTER PROPERLY WITHIN THE FILTER BASKET.
	The filter collapsed.	REMOVE FILTER AND REPLACE.

### Warning

This content is compiled from multiple sources and is provided for reference purposes only. It may not be complete or fully applicable to all situations. If you are unable to resolve your issue, please contact the product manufacturer or an authorized service provider for official support.