

# EXPOBAR “OFFICE” MACHINES

## **Supplemental Instructions**

**Includes brewing guide, frothing techniques and recipes.**

These are supplemental instructions for the Expobar Office Control, Pulser and Lever. They are not meant to replace the manufacturer’s instructions that have other cautions and warnings.



**Control**



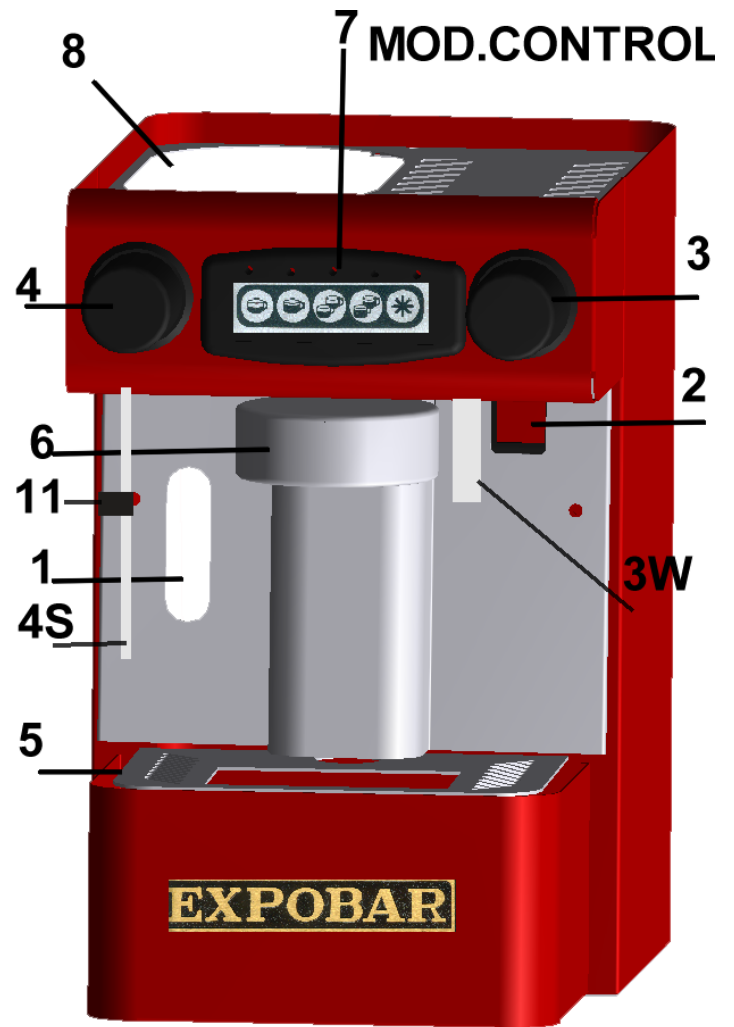
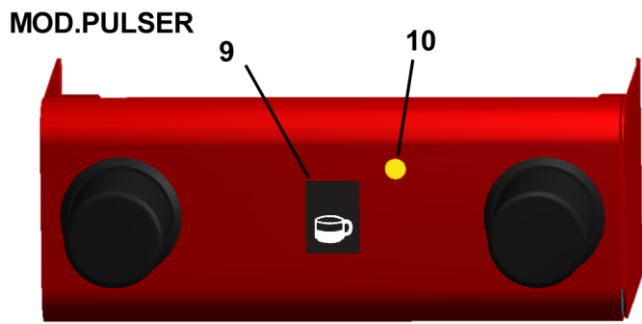
**Pulser**



**Lever**

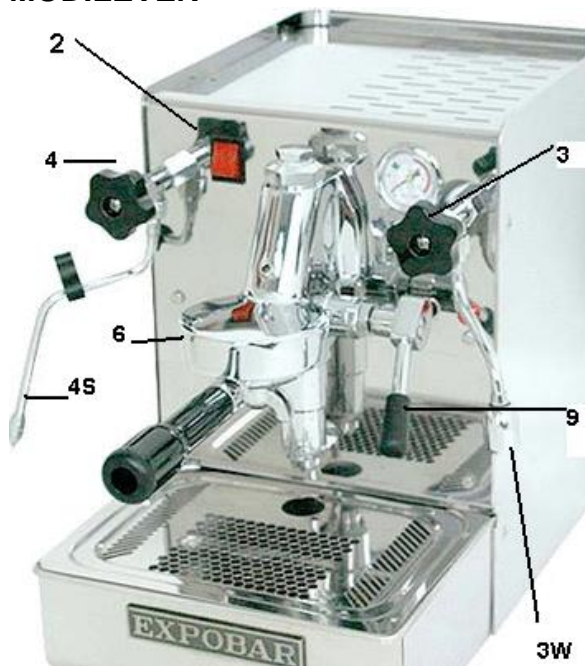
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1	WATER VIEW FINDER
2	POWER SWITCH
3	HOT WATER KNOB
3W	HOT WATER OUTLET
4	STEAM KNOB
4S	STEAM OUTLET
5	DRIP PAN
6	GROUP
7	SWITCHBOARD WITH MICROP.
8	WATER TANK
9	BREW SWITCH
10	ALARM DIODE
11	CLIP

### MOD.LEVER



### **Supplied**

- 1 PORTAFILTER
- 1 FILTER BASKET SPRING
- 1 1 CUP FILTER BASKET 7g
- 1 2 CUP FILTER BASKET 14g
- 1 2 CUP SPOUT

### **Optional**

- 1 CUP SPOUT
- POD FILTER H-17, H-19

The manufacturer reserves the right to make any changes to the machine for improved performance without prior notice.

## **PLEASE READ THIS HANDBOOK CAREFULLY BEFORE USING THE MACHINE**

Please check the machine specification plate to ensure that the electrical specification matches your supply. The supply should also include an electrical earth/grounding and correct over-current protection.

In the event that the power cord is damaged in any way, it will need to be replaced by the manufacturer, distributor, or qualified electrician in order to avoid possible injury.

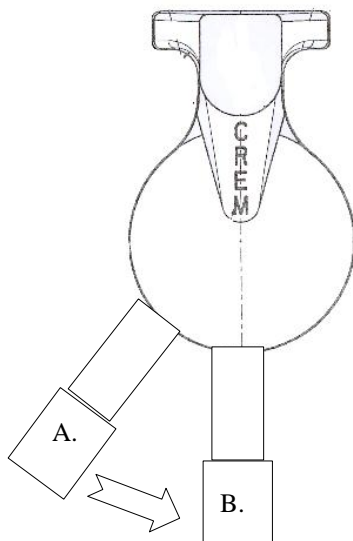
## **2. INSTALLATION AND START UP**

THE MACHINE SHOULD BE PLACED ON A LEVEL SURFACE FOR CORRECT OPERATION.

Before use, fill the water tank (8) up to the water viewfinder (1) being careful not to overfill or spill water into the machine. It is recommended that only softened water is used in order to minimize limescale and mineral build-up inside the machine.

Open the steam knob to vent any air from the boiler and switch the machine on (2). The boiler will start to fill automatically, if in 45 seconds the boiler is not full, the process will stop in order to protect the heating element, and an alarm will be indicated by the alarm LED or the keypad LED's flashing. If the alarm LED is flashing, then turn the machine off (2), wait 10 seconds and turn the machine on again (2), filling will now continue. Make sure the water intake hose (has a filter on it) is all the way at the bottom of the reservoir to keep air from entering the intake hose.

When the machine has finished the initial filling process of the boiler, the machine will then start the heating process. Close the steam knob and lock the group handle into the group head as the machine is heating up. It will take 8 to 10 minutes to heat up to the proper boiler temperature/pressure for brewing. You may want to preheat the brew group by running a blank shot or two by pressing the brew switch (9) or the (\*) key on the keypad. This will turn on the pump and run hot water through all of the brewing components to heat them before making the first coffee.



**Fig. 1**

### **CORRECT FITTING OF THE PORTAFILTER INTO THE GROUP HEAD.**

Insert the portafilter at point A and match the lugs on the bowl to the slots inside the group head. Turn the handle from left to right until it reaches point B and is secured in the group head.

### **3. COFFEE PREPARATION.**

The following coffee preparation section is divided up into two parts. Part 1 is an explanation of Crema and how to get it using the “Golden Rule”. Part 2 is how to use the controls.

#### **Part 1.**

##### **What is crema?**

Crema is creamy foam that is on top of your espresso and is the essence of what espresso is all about. The crema houses the multitude of aromas and flavors that are extracted from the beans. The color will vary with the beans that are used and will vary from a medium golden brown to a dark golden brown

##### **Golden Rule**

The Golden Rule is a simple formula that if you read it, understand it and follow it you will be brewing high quality espresso in no time.

#### *Golden Rule*

**“A double shot of espresso should equal 2 to 2.5 fluid ounces, have approximately 14 grams of ground coffee in the filter basket, and take approximately 20 to 25 seconds from the moment you start the pump until you reach the appointed liquid volume. A single shot of espresso should equal 1 to 1.5 fluid ounces, have approximately 7 grams of ground coffee in the filter basket and take approximately 20 seconds.”**

The best shots are typically double shots due to the chemistry involved in extracting the flavors and aromas from the coffee. Use the two shot filter basket with two level scoops of ground coffee and tamp with 30 pounds of pressure. Put the portafilter into the machine, turn on the brew switch to start the pump and time how long it takes to dispense 2 to 2.5 ounces of espresso into your cup.

##### **With your own grinder**

If the coffee comes through too fast, grind your coffee a little finer and try it again. If it comes through too slow, grind your coffee a little more coarse and try again. The tamp pressure and the coffee volume stay the same, the only thing that changes is your grind setting.

##### **Without your own grinder**

Let's say you don't have your own grinder, and you can't vary how fine or coarse your coffee is ground. You will then have to vary your tamp pressure according to the shot timing. If the water runs through the coffee too fast, tamp a little harder. If too slow, tamp a little lighter.

#### **Part 2.**

**MODEL: PULSER:** Fill the portafilter with ground coffee and lock it into the group head (FIG 2). Press the brew switch (9) to begin dispensing coffee. When the level of coffee in your cup reaches the desired quantity, stop the dispensing by turning off the brew switch (9).

**MODEL: CONTROL:** Fill the portafilter with ground coffee and lock it into the group head (FIG 2). Press your chosen button on the keypad (7) to begin brewing. The keypad is programmed with 4 coffee doses (SEE SECTION 6: PROGRAMMING) and 1 manual button (\*). The four buttons (1s-11-2s-2l) will automatically stop the flow of coffee when the pre-programmed level is reached in the cup. The (\*) is a

semi-automatic button, which means you must manually stop the flow of water by pushing the button a second time.

**MODEL: LEVER:** Fill the portafilter with ground coffee and lock it into the group head (FIG 2). Dispense the coffee by pushing the brew lever (9) up. To stop the flow of coffee and release the pressure in the brew group, push the lever (9) all the way down.

**Note:**

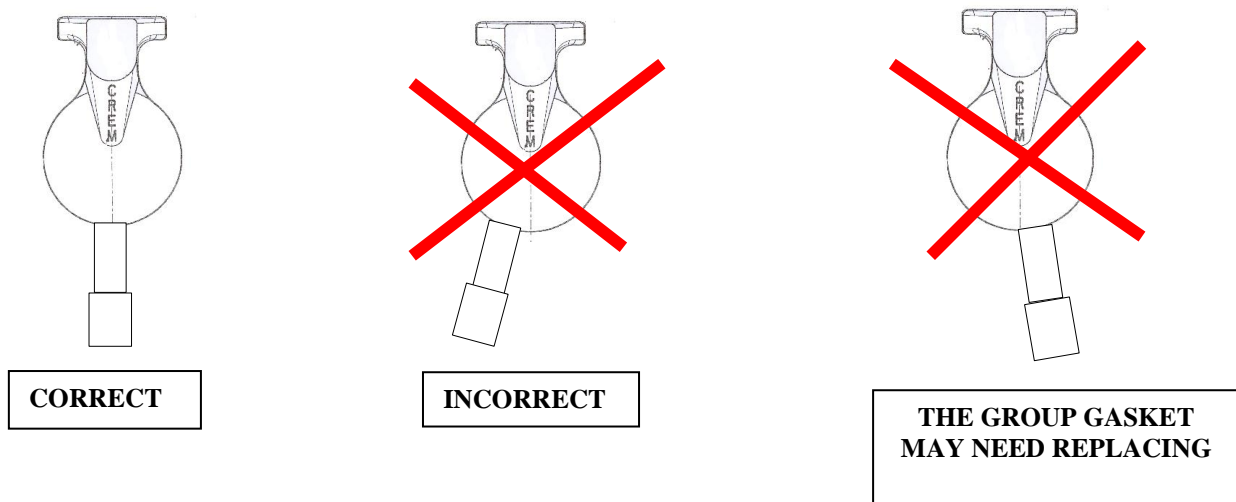
*It is important to remove the portafilter and knock out the coffee as soon as you are done brewing to keep the coffee from clogging the shower screen inside of the brew group. You should also turn on the pump for a couple of seconds when the handle is out of the group to rinse the shower screen. Always put the portafilter back into the group head to keep it hot for the next shot.*

**Note:**

*A commercial style machine may have a small amount of steam that comes through the brew group when the brew button is pushed. To make sure that this steam does not hit the coffee, run the pump to purge any steam before you put the handle with coffee into the group.*

**Fig. 2**

**CORRECT POSITIONING OF THE PORTAFILTER IN THE GROUP.**



## **4. STEAMING AND FROTHING**

Put the steam arm (4s) above the drip pan (5) and open the steam knob (4) so that any build-up of condensed water is expelled. Close the steam knob. Put the steam arm into the liquid you'd like heated and open the steam knob.

**BEFORE TAKING THE STEAM ARM OUT (4S) OF THE LIQUID MAKE SURE YOU CLOSE THE STEAM KNOB.**

When you finish the process, put the steam arm over the drip pan and open the knob to clean out the inside of the steam arm. Close the knob and wipe the steam arm with a soft damp cloth.

## **FROTHING TECHNIQUES**

### **What is frothed milk?**

When you froth milk you inject air into it while steaming. The thickness and texture of the froth will vary with the technique used. Frothing is best done when the milk is at its coldest and by keeping the tip near

the surface of the milk. You will hear a sucking sound as the air is being injected into the milk. The longer you froth the thicker the froth will be. If you want creamy froth only, froth until you are at around 110°F and then steam it the rest of the way. Never steam or froth over 160°F, as this can burn the milk.

### **What is steamed milk?**

Steamed milk is heated but not frothed. In other words, you don't inject any air into the milk while heating it. The key to this is to keep the wand buried in the milk so that it does not let in any air. Never steam or froth over 160°F, as this can burn the milk.

## **5. HOT WATER DISPENSING**

Place cup under the hot water outlet (3W), open the water knob (3) and close when you have the required quantity. You can use the hot water for pre heating cups before brewing, and for making tea and americanos. Use caution as some steam will come out with the hot water and it may splash or spray.

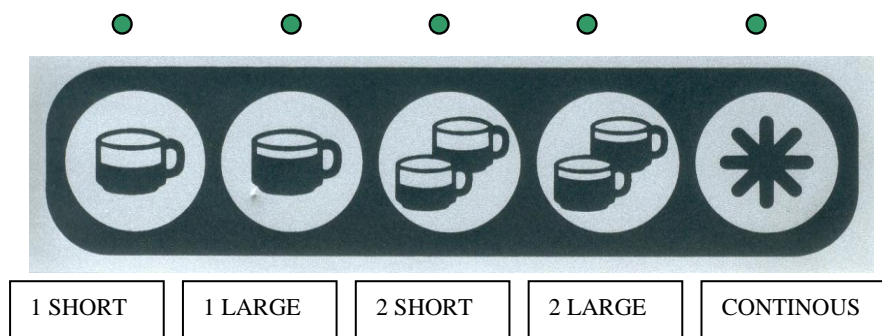
## **6. PROGRAMMING (CONTROL MODEL ONLY)**

Always program the machine while actually brewing espresso. Coffee must be in the handle for the programmed volumes to be accurate. It is best to have the machine making a proper espresso according to the "Golden Rule" while using the manual (\*) button before you program it (SEE FIG 3).

To program the keypad on the machine, press and hold the button (\*) for about 7 seconds, or until all of the LED lights on the keypad light up. At this moment, press the button of the coffee selection you want to program (1s-1l-2s-2l). Press this button again when the quantity in your cup reaches your desired level. The LED on this selection will then turn off to show that programming has been successful. Repeat the above process for all the coffee buttons.

Note: If you do not press a key selection within 5 seconds, the keypad will exit program mode and you will have to enter into program mode again.

**FIG.3**



## **7. CLEANING THE BREWING COMPONENTS**

Keeping all of the brewing components clean is very important. The brewing components include the shower screen, three-way valve, portafilter handle, and filter basket.

### **To Clean the Portafilter and Filter Baskets**

1. Using a large container, mix 2 level teaspoons of espresso machine cleaner into one quart of very hot water. Do not fill all the way to the top, as there will be some foaming action.
2. Separate the coffee filter baskets from the portafilter and soak them all in solution for 10 minutes.
3. Rinse well in fresh, hot running water before putting the filter baskets back into the portafilter.
4. Brew and discard a single espresso.

### **Backflush the Brew Group As Follows:**

1. Heat the machine to operating temperature.
2. Take the filter basket out of the portafilter and replace it with a “blind” filter basket or rubber backflush disc.
3. Pour 1 level teaspoon of espresso machine cleaner into the basket and insert the portafilter into the machine as if brewing espresso.
4. Start the brewing cycle and allow the machine to run for 15 seconds to dissolve the cleaner.
5. Stop the brewing cycle and wait 10 seconds.
6. Start and stop the brewing cycle 5 additional times, running for 5 seconds and stopping for 10 seconds.
7. Remove the portafilter, turn the brew cycle on and rinse the portafilter well by holding it under the stream of water from the brew group. Turn off the brew cycle after rinsing.
8. Re-insert the portafilter into the brew group. Start and stop the brewing cycle at least 10 times, running for 5 seconds and stopping for 1 second. This will ensure complete rinsing. Remove the blind filter or backflush disc and replace it with the regular filter basket.
9. Brew and discard a single espresso. The backflush procedure is now complete.

### **USING THE PROGRAMMED BACKFLUSH MODE: (CONTROL MODEL ONLY):**

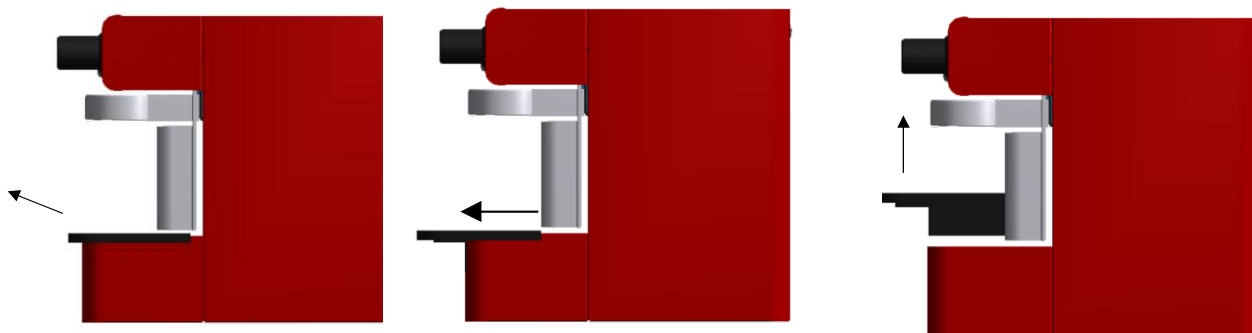
The programmed backflush mode will turn the pump on and off by itself to do the backflushing. The following is the procedure for doing it.

1. Heat the machine to operating temperature.
2. Take the filter basket out of the portafilter and replace it with a “blind” filter basket or rubber backflush disc.
3. Pour 1 level teaspoon of espresso machine cleaner into the basket and insert the portafilter into the machine as if brewing espresso
4. Turn the machine off for 60 seconds.
5. Press and hold the “short-double” button and then turn on the main power switch.
6. The self-cleaning process will start and run automatically. The pump will turn on and off by itself 5 times and the two lights on the display will flash. Do not remove the handle during the cleaning process.
7. When the two lights stop flashing, the backflush cycle is complete.
8. When the cleaning process is finished, remove the portafilter, turn the brew cycle on and rinse the portafilter well by holding it under the stream of water from the brew group. Turn off the brew cycle after rinsing.
9. Re-insert the portafilter into the brew group. Start and stop the brewing cycle at least 10 times, running for 5 seconds and stopping for 1 second. This will ensure complete rinsing. Remove the blind filter or backflush disc and replace it with the regular filter basket.
10. Brew and discard a single espresso. The backflush procedure is now complete

## **8. REMOVING THE DRIP PAN**

Remove the grill from the drip pan, lift the pan up slightly at the front, pull forward, and then lift it out of the machine (FIG 4). Empty and wash it out. Do not operate the machine with the drip pan is missing. Re-fitting it is a reversal of the above.

**FIG.4**



## **9. CLEANING THE HOUSING**

You can clean the entire machine using mid soapy water and a soft cloth. Do not use anything abrasive or a strong chemical, as this could damage the paintwork and scratch the metal.

Do not forget to disconnect the machine from the electrical socket before cleaning.

## **10. POSSIBLE MALFUNCTIONS**

### **The machine does not work:**

Make sure that the main power switch is on.

### **Coffee comes out too quickly:**

See the “Golden Rule” in section 3. The coffee probably has to be ground finer or tamped slightly harder.

### **Coffee does not have the right temperature:**

Make sure that the cup and all the brewing components are preheated. If they are, please call our technical department.

### **Water leaks around the portafilter:**

Make sure group gasket is clean.

### **Pump Runs but the machine does not heat up:**

Call our technical department.



## **11. RECIPES**

### **Espresso**

Espresso is pressure-brewed coffee. A properly brewed espresso will have a thick golden crema on top and not taste bitter or sour.

- a. A single shot consists of approx. 7 grams of ground coffee and 1 to 1.5 ounces of water.
- b. A double shot of espresso is 14 grams of ground coffee and 2 to 2.5 ounces of water.

### **Café Latte**

A Latte is made of 2/3 steamed milk and 1/3 espresso.

1. Steam a pitcher of milk.
2. Fill your cup about 2/3 with steamed milk.
3. Brew espresso into your cup.

### **Cappuccino**

A Cappuccino is traditionally served in a 7 oz cup. The drink is comprised of equal amounts of espresso, steamed milk and frothed milk.

1. Steam and froth a pitcher of milk.
2. Brew your espresso into your cappuccino cup.
3. Add steamed milk by holding back the froth with a spoon.
4. Spoon the froth on top.

### **Ristretto**

Also known as the “little one” and is the strongest espresso of the family. The Ristretto uses the same amount of ground coffee as a regular espresso but uses less water. The name is derived from the “restricted use of water”.

1. Prepare to brew an espresso using your normal amounts of ground coffee.
2. Stop the extraction just short of the “Golden Rule”

### **Café Mocha**

Add some hot chocolate milk to an espresso and you’ve got a Mocha!

1. Steam some milk
2. Add a squirt of chocolate syrup to the milk and mix it well.
3. Brew your espresso and pour it into a larger glass or mug.
4. Add the hot chocolate milk.
5. Top it off with some whipped cream or chocolate shavings.

### **Café Crema**

A Café Crema is a long espresso. Instead of stopping the shot at the normal amount of a single or double shot, let the pump run longer until you have a full cup of coffee.

### **Café Americano**

Brew a proper espresso and then add hot water.

### **Espresso Macchiato**

This is just an espresso with a dollop of froth on top.

### **Latte Macchiato**

Just brew a standard Latte and add dollop of foam on top.

## **12. CAUTIONS**

- **THERE ARE NO USER SERVICEABLE PARTS INSIDE THE MACHINE. REFER SERVICE TO A QUALIFIED TECHNICIAN.**
- **DO NOT TRY TO PUT ANYTHING INSIDE THE MACHINE THROUGH THE VENTS.**
- **CHECK THE WATER LEVEL IN THE TANK FREQUENTLY AND DO NOT LET IT RUN DRY.**
- **DO NOT LET CHILDREN TOUCH OR OPERATE THE MACHINE, AS IT CAN BE DANGEROUS AND COULD CAUSE INJURY.**
- **DO NOT USE THE MACHINE WITH WET HANDS.**
- **TO DISCONNECT THE MACHINE FROM THE ELECTRICAL SUPPLY, PLEASE PULL FROM THE PLUG AND NOT THE POWER CORD.**
- **PLEASE REFER ANY PROBLEMS AOR QUESTIONS TO A QUALIFIED TECHNICIAN.**

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