Care and Use Instructions

12 Cup Automatic Coffee Maker

Created Exclusively For

GEVALIA®

CM-650
light will then blink. The Stay Warm Setting as set (high or low) will continue to operate as long as the unit is ON and will shut off automatically after 2 hours. When you begin to brew a new pot of coffee, the steady orange light will reappear, indicating the Coffeemaker will maintain the temperature of the higher Stay Warm Setting.

![Freshness timer diagram]

**NOTE:** If you use the Automatic Operation (see below), the Stay Warm Setting used during brewing will be the same as what was set when programming.

1. Freshness Timer After your coffee is finished brewing, the Freshness Timer begins counting the elapsed time so you know how long it has been since the coffee was brewed. Every 5 minutes, a 'dash' will appear on the outside edge of the clock face. (See diagram above) The timer continues to indicate the amount of time since the coffee was brewed, up to 120 minutes, at which time the Coffeemaker will then shut OFF. Coffee is the freshest shortly after brewing.

2. Always switch the Coffeemaker OFF when the carafe is empty or you no longer want to keep the coffee hot. When the Coffeemaker is switched OFF, the red light will no longer be illuminated.

3. If two or more pots of coffee are to be made in succession, it is recommended that the Coffeemaker be allowed to cool for 10 minutes between each brewed pot. The Filter Basket should also be rinsed out after each brew cycle.

**PROGRAMMING YOUR COFFEEMAKER** Automatic Operation

**SETTING THE CLOCK**

1. You may set the clock any time before or after brewing.
2. Press the HOUR and then the MIN buttons to set the current time. Press and hold the buttons and the 'hands' of the clock will move around the clock face. Continue pressing the buttons until you reach the desired setting.

**SETTING THE AUTO BREW START TIME**

Note: Clock time must be set (see SETTING THE CLOCK above)

1. To set the desired auto brew start time, first press the PROGRAM button.
2. Next set the time you want the coffee to begin brewing by using the HOUR and MIN buttons following the same directions for setting the clock. Make sure the AM/PM indicator is properly set.
3. After several seconds the Program icon will automatically switch off and the display will return to the current time.
4. To confirm your auto brew start time, simply press the PROGRAM button and the pre-set time will be displayed for a few seconds on the LCD display. The display will automatically return to the current time after a few seconds.
5. Press the AUTO ON button. A green light will appear indicating that the Program function is ON.
6. After setting the auto brew start time prepare coffee following the directions in PREPARATION FOR USE.
7. The Coffeemaker will automatically begin brewing at the pre-set time. When the brew cycle begins, the green light on the AUTO ON button will go out and the red light on the ON/OFF button will be illuminated to indicate the Coffeemaker is in operation.
8. To re-set the auto brew time for the same pre-set time for the next day simply press the AUTO ON button. The green LCD light will illuminate on the AUTO ON button.

Note: The Adjustable Warming Plate setting (temperature) during brewing will be the same as what was set when programming.

PAUSE & SERVE
This feature allows you to interrupt the brewing cycle and pour a cup of coffee before the entire carafe is finished brewing.

**CAUTION:** While this will temporarily stop the coffee from dripping into the carafe, it does not stop the brewing cycle. After pouring, the carafe must be immediately returned to the Warming Plate to prevent the Filter Basket from overflowing.

Make sure the carafe is centered, pushing back the Pause & Serve mechanism.

**NOTE:** While the Pause & Serve feature is a convenient way to pour a cup of coffee mid-cycle, we recommend you wait until the completion of the brew cycle as the strength of coffee poured mid-cycle will vary from the finished brew, and will affect the finished brew's strength and flavor.

### CLEANING YOUR COFFEEMAKER

1. Always unplug the Coffeemaker and allow the unit to cool before cleaning.
2. Wash carafe/carafe lid and removable Filter Basket in hot, sudsy water, or place in top rack of the dishwasher. DO NOT place any other parts of your Coffeemaker in the dishwasher.
3. Never use harsh or abrasive cleansers on any part of your Coffeemakers. To clean, simply wipe off with a soft, damp cloth. The Keep Warm Plate may be wiped with a clean, damp cloth when necessary. For hard to remove stains, use a plastic mesh pad or cloth dampened in vinegar.

Any other servicing should be performed by an authorized service representative.

**IMPORTANT:** Never immerse the Warming Plate or main housing in water or any other liquid. Do not try to clean the inside of the Water Reservoir chamber with a cloth, as this will leave a residue of lint that may clog your Coffeemaker. Just rinse with cold water periodically.

### DECALCIFYING YOUR COFFEE MAKER

Calcium build-up frequently occurs in drip Coffeemakers. This build-up is normal and is caused by the minerals commonly found in drinking water. Periodically, your Coffeemaker will need cleaning to remove calcium or mineral deposits that may form. You will know when your unit will need decalcifying when you notice an obvious slow down in brewing time. We recommend decalcifying your unit with a solution of white vinegar and cold water. A solution of two tablespoons of white
How to Use the Automatic 12 Cup Coffee Maker

SAVE THESE INSTRUCTIONS

DESCRIPTION OF PARTS

OPERATING NOTICE

PREPARATION FOR USE

Before first use is 12 hours old then you can clean your coffee maker. Simply run through two

1. Place the coffee maker on a hard flat surface. With the coffee maker plug into a power source.
2. Fill the reservoir with fresh cold water (preferably bottled or filtered water). Open the reservoir lid.
3. Fill the carafe with fresh cold water (preferably bottled or filtered water). Open the cover.
4. Place the reservoir and carafe into the coffee maker. Align the pour spout of the carafe with the pour spout of the base of the reservoir.
5. Secure the lid onto the reservoir.
6. Make sure the coffee filter is securely locked in place.
7. Insert the carafe securely into the carafe assembly of the coffee maker. Align the pour spout of the carafe with the pour spout of the base of the reservoir.
8. Place the lid onto the reservoir.
Setting the Clock

1. Press the HOUR and MINUTE buttons to set the current time. Hold down the buttons until the display lights up.

2. Press and hold the SET button until the display changes to show the current time.

3. Release the buttons. The clock will now show the correct time.

Cleaning Your Coffee Maker

1. Clean the exterior of the coffee maker with a damp cloth and mild detergent. Do not use abrasive cleaners.

2. Clean the interior of the coffee maker with a soft, damp cloth. Avoid using harsh chemicals.

3. Ensure the coffee filter is properly inserted and the water reservoir is full before using.

4. After each use, rinse the water reservoir and clean the drip tray. Store the coffee maker in a clean, dry location.

NOTE: Avoid using harsh chemicals on the coffee maker as they can damage the finish.

Programming Your Coffee Maker

1. Place the coffee filter into the coffee maker and fill the water reservoir with water. Close the lid.

2. Press the Program button to enter programming mode. The display will show the current programming option.

3. Use the Up and Down arrows to select the desired programming option. Press the Program button to save the selection.

4. To exit programming mode, press the Program button again. The display will return to the normal mode.

NOTE: If you use the automatic operation (see below), the steps are as follows:

- Close the water reservoir and the coffee filter.
- Turn the water reservoir on and off to fill and empty the reservoir.
- The coffee maker will automatically start the brewing process.

Automatic Operation

1. Place the coffee filter into the coffee maker and fill the water reservoir with water. Close the lid.

2. Press the Program button to enter programming mode. The display will show the current programming option.

3. Use the Up and Down arrows to select the automatic option. Press the Program button to save the selection.

4. To start the coffee maker, press the Program button. The display will show the current programming option.

NOTE: If you use the automatic operation, the coffee maker will automatically start the brewing process.

- Close the water reservoir and the coffee filter.
- Turn the water reservoir on and off to fill and empty the reservoir.
- The coffee maker will automatically start the brewing process.

Freshness Timer

Press the Freshness Timer button to adjust the freshness timer. The timer will indicate when the coffee is no longer fresh.

NOTE: The freshness timer will indicate when the coffee is no longer fresh.

- Close the water reservoir and the coffee filter.
- Turn the water reservoir on and off to fill and empty the reservoir.
- The coffee maker will automatically start the brewing process.

- Press the Freshness Timer button to adjust the freshness timer. The timer will indicate when the coffee is no longer fresh.

- To exit programming mode, press the Program button again. The display will return to the normal mode.

- After each use, rinse the water reservoir and clean the drip tray. Store the coffee maker in a clean, dry location.

- Avoid using harsh chemicals on the coffee maker as they can damage the finish.
3. With the Reservoir & Basket Cover in the full opened position, insert a Gevalia #4 cone filter, into the Filter Basket. Use a fresh filter for each carafe of coffee.

4. Add Gevalia coffee using the measuring scoop provided. Brew Gevalia coffee with the coffee water ratio you normally use when you prepare ground coffee. If you prefer strong coffee, we recommend the following European method, which produces rich, full-bodied flavor. Use one level Gevalia scoop for each cup (6 fluid ounces) or 10 level scoops per full pot of coffee. Experiment with the amount of coffee used in order to adjust the flavor to your taste. **Do not exceed the 12 level scoops of coffee.**

Close the Reservoir & Basket Cover making sure it is fully seated.

5. With the Reservoir & Basket Cover firmly closed and the carafe securely in place, press the ON/OFF button. The red LED light will illuminate to indicate the brew cycle has started.

**CAUTION:** Never lift the Filter Basket & Reservoir cover during the brewing cycle; even if no water is draining from the Filter Basket. Extremely hot water/coffee can spill out from the Filter Basket and cause injury. If water/coffee is not draining from the Filter Basket after several seconds with the carafe correctly in place on the Warming Plate, IMMEDIATELY unplug the unit and wait 10 minutes before opening and checking the Filter Basket.

6. When the brewing process ends and the Water Level Indicator is empty, there could still be hot liquid in the Filter Basket. Wait a few minutes for the rest of the liquid to drip through into the carafe.

**CAUTION:** Coffeemaker becomes very hot during the brew cycle. Please handle with care.

7. After the coffee grounds have cooled, open the Reservoir & Basket Cover and carefully remove the Filter Basket by grasping the tabs on each side of the Filter Basket, and lifting straight up from the Coffeemaker. Discard the used paper coffee filter and grounds.

**NOTE:** If you do not allow the Coffeemaker to cool down properly when lifting up the Reservoir Basket Cover, condensation can drip down the back and onto your counter. This does not mean the unit is leaking.

![How to remove the filter basket](image)

Note: When putting the Filter Basket back into the Coffeemaker, make sure the Insert Guide is in back. When properly seated, the Filter Basket snaps into place.

8. Adjustable Warming Plate Temperature feature This Coffeemaker gives you the option of adjusting the Stay Warm Setting to slightly reduce the temperature of the coffee after it has brewed. When brewing the coffee, a steady orange light will appear on the 'WARMER' button. In order to reduce the Stay Warm Setting, push the WARMER button once, and the steady orange light will then blink. The Stay Warm Setting as set (high or low) will continue to operate as long as the unit is plugged in.