

## SHARDOR KC311

# SHARDOR Hot & Iced Coffee Maker KC311 User Manual

## 1. INTRODUCTION

This manual provides essential instructions for the safe and efficient operation, maintenance, and troubleshooting of your SHARDOR Hot & Iced Coffee Maker, Model KC311. Please read this manual thoroughly before first use and retain it for future reference.



Image 1.1: The SHARDOR KC311 Hot & Iced Coffee Maker in a kitchen setting, showcasing its compact design and versatility for both hot and iced coffee preparation.

## 2. IMPORTANT SAFETY INSTRUCTIONS

When using electrical appliances, basic safety precautions should always be followed to reduce the risk of fire, electric shock, and injury to persons.

- Read all instructions before operating the appliance.
- Do not touch hot surfaces. Use handles or knobs.
- To protect against fire, electric shock, and injury, do not immerse cord, plugs, or the appliance in water or other liquid.
- Close supervision is necessary when any appliance is used by or near children.
- Unplug from outlet when not in use and before cleaning. Allow to cool before putting on or taking off parts,

and before cleaning the appliance.

- Do not operate any appliance with a damaged cord or plug, or after the appliance malfunctions or has been damaged in any manner.
- The use of accessory attachments not recommended by the appliance manufacturer may result in fire, electric shock, or injury to persons.
- Do not use outdoors.
- Do not let cord hang over edge of table or counter, or touch hot surfaces.
- Do not place on or near a hot gas or electric burner, or in a heated oven.
- Always attach plug to appliance first, then plug cord into the wall outlet. To disconnect, turn any control to 'off', then remove plug from wall outlet.
- Do not use appliance for other than intended use.
- Scalding may occur if the lid is removed during the brewing cycle.

### **3. PRODUCT COMPONENTS**

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Familiarize yourself with the parts of your SHARDOR coffee maker:

- Water Reservoir
- Lid
- Control Panel (OVER ICE, HOT BREW, STRONG buttons, Power/Descaling indicator)
- Brew Head
- K-Cup Pod Holder
- Ground Coffee Holder (Reusable Filter)
- Drip Tray (removable)
- Power Cord



Image 3.1: The 2-in-1 brewing system, featuring the Ground Coffee Holder (reusable filter) and the K-Pod Holder for capsules.

# Fits 6.7-Inch Travel Mugs

The removable drip tray allows for use with taller cups, ensuring compatibility with various cup heights.



Image 3.2: The coffee maker's compact design, illustrating its compatibility with travel mugs up to 6.7 inches tall due to the removable drip tray.

## 4. SETUP

Before first use, follow these steps:

1. **Unpack:** Carefully remove all packaging materials and ensure all components are present.
2. **Clean:** Wash the removable parts (K-Cup pod holder, ground coffee holder, drip tray) in warm, soapy water. Wipe the exterior of the machine with a damp cloth.
3. **Fill Water Reservoir:** Open the lid and fill the water reservoir with fresh, purified water. Do not exceed the MAX fill line.



Image 4.1: Illustrates the process of filling the water reservoir with purified water.

4. **First Clean Cycle:** Place an empty mug on the drip tray. Close the lid. Press the 'HOT BREW' button to run a cycle with only water. Discard the water. This cleans the internal components.

## 5. OPERATING INSTRUCTIONS

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Your SHARDOR coffee maker offers versatile brewing options.



Image 5.1: The control panel of the SHARDOR coffee maker, showing the three brewing options.

### 5.1. Brewing Hot Coffee

1. **Prepare Coffee:**
  - For K-Cup Pods: Insert a K-Cup pod into the K-Cup pod holder.
  - For Ground Coffee: Place the reusable filter into the brew head, add desired amount of ground coffee (do not overfill), and close the lid.
2. **Add Water:** Fill the water reservoir with fresh, purified water to your desired cup size.
3. **Place Mug:** Position your mug on the drip tray.
4. **Select Brew Strength:** Choose between 'HOT BREW' for a classic cup or 'STRONG' for a bolder flavor. Press the corresponding button.
5. **Brew:** The machine will begin brewing. It will automatically stop when the cycle is complete.



# Flavor Options

Enhanced strength at your fingertips.



Image 5.2: Demonstrates the selection of 'HOT BREW' or 'STRONG' options for hot coffee preparation.

## 5.2. Brewing Iced Coffee

For optimal iced coffee results, follow these specific steps:

1. **Prepare Coffee:** Use either a K-Cup pod or ground coffee in the reusable filter as described above.
2. **Add Ice:** Fill your cup with ice cubes.
3. **Add Water:** Fill the water reservoir with purified water, ensuring the amount of water is no more than half the capacity of your cup (to account for ice melt).
4. **Place Cup:** Place the ice-filled cup on the drip tray.
5. **Select Iced Brew:** Press the 'OVER ICE' button.

6. **Brew:** The machine will brew at a lower temperature to create a smooth, chilled coffee.



## Makes Iced Coffee Easy

Brew At Lower Temperatures  
For Smooth, Instant-Chill Coffee.

Image 5.3: The coffee maker dispensing coffee over ice for an iced coffee beverage.

## 6. MAINTENANCE AND CLEANING

Regular cleaning and maintenance ensure optimal performance and longevity of your coffee maker.

### 6.1. Daily Cleaning

- **Drip Tray:** Remove and empty the drip tray after each use. Wash with warm, soapy water and rinse thoroughly.

- **K-Cup Pod Holder / Ground Coffee Holder:** Remove and rinse after each use. For ground coffee, discard used grounds.
- **Exterior:** Wipe the exterior of the machine with a damp, soft cloth. Do not use abrasive cleaners.

### 6.2. Descaling

Over time, mineral deposits can build up in your coffee maker, affecting performance. The 'Power/Descaling' indicator light will illuminate when descaling is recommended.

1. **Prepare Descaling Solution:** Mix 10 oz of white vinegar with 10 oz of water.
2. **Fill Reservoir:** Pour the descaling solution into the water reservoir.
3. **Start Descaling Cycle:** Hold the 'OVER ICE' button for 3 seconds to initiate the self-cleaning/descaling cycle.
4. **Rinse Cycles:** After the descaling cycle is complete, run 2-3 cycles with fresh, purified water to rinse out any remaining solution.

### 7. TROUBLESHOOTING

Refer to the table below for common issues and their solutions:

Problem	Possible Cause	Solution
Coffee maker does not turn on.	Not plugged in; power outlet malfunction.	Ensure the power cord is securely plugged into a working outlet.
Coffee is not brewing.	No water in reservoir; brew head not properly closed.	Fill the water reservoir. Ensure the brew head lid is fully closed and latched.
Coffee tastes weak.	Too much water; insufficient coffee grounds; coarse grind.	Use less water or more coffee grounds. Try a finer grind for ground coffee. Select 'STRONG' brew option.
Water leaking from machine.	Water reservoir overfilled; K-Cup pod or reusable filter not seated correctly.	Do not overfill the water reservoir. Ensure the K-Cup pod or reusable filter is properly inserted and the lid is closed.
Descaling indicator light is on.	Mineral buildup.	Perform a descaling cycle as described in Section 6.2.

### 8. SPECIFICATIONS

Feature	Detail
Brand	SHARDOR
Model Name	KC311
Product Dimensions	11"D x 5.3"W x 11"H





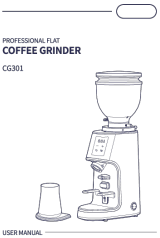
Feature	Detail
Item Weight	4.27 pounds
Coffee Input Type	Capsule, Ground
Special Features	Auto Clean Function, Auto Shut-Off, Permanent Filter
Operation Mode	Fully Automatic

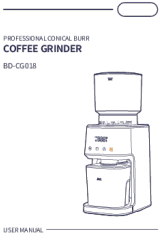


## 9. WARRANTY AND SUPPORT

Your SHARDOR Hot & Iced Coffee Maker KC311 is covered by a manufacturer's warranty. For specific warranty details, please refer to the warranty card included with your product or visit the official SHARDOR website.

For technical support, troubleshooting assistance beyond this manual, or to inquire about replacement parts, please contact SHARDOR customer service through their official channels. Contact information can typically be found on the product packaging or the brand's website.

### Related Documents - KC311

	<p><a href="#">SHARDOR Coffee Machine Quick Fix Guide &amp; Troubleshooting</a></p> <p>A comprehensive guide to diagnosing and resolving common issues with SHARDOR coffee machines, including step-by-step troubleshooting for light malfunctions and operational problems.</p>
	<p><a href="#">KC101B 3-in-1 Iced Coffee Maker User Manual</a></p> <p>User manual for the KC101B 3-in-1 Iced Coffee Maker, covering important safeguards, specifications, parts identification, operating instructions, how to use, care and cleaning, troubleshooting, and warranty registration.</p>
	<p><a href="#">SHARDOR CG301 Professional Flat Coffee Grinder User Manual</a></p> <p>Comprehensive user manual for the SHARDOR CG301 Professional Flat Coffee Grinder. Learn about important safeguards, specifications, operating instructions, cleaning, and troubleshooting for your coffee grinder.</p>

 <p>PROFESSIONAL CONICAL BURR COFFEE GRINDER BD-CG018</p> <p>USER MANUAL</p>	<p><a href="#">SHARDOR BD-CG018 Professional Conical Burr Coffee Grinder User Manual</a></p> <p>Comprehensive user manual for the SHARDOR BD-CG018 Professional Conical Burr Coffee Grinder, covering setup, operation, cleaning, maintenance, and troubleshooting.</p>
 <p>SHARDOR</p> <p>CG855B   Coffee Grinder</p>	<p><a href="#">SHARDOR CG855B Coffee Grinder User Manual</a></p> <p>Comprehensive user manual for the SHARDOR CG855B Coffee Grinder, detailing safety precautions, specifications, assembly, operation, grind settings, troubleshooting, care, cleaning, disposal, and warranty information.</p>
 <p>PROFESSIONAL CONICAL BURR COFFEE GRINDER BD-CG018</p> <p>USER MANUAL</p>	<p><a href="#">SHARDOR BD-CG018 Conical Burr Coffee Grinder User Manual - Operation &amp; Maintenance</a></p> <p>Official user manual for the SHARDOR BD-CG018 conical burr coffee grinder. Find detailed instructions on setup, operation, grind settings, cleaning, maintenance, and troubleshooting for your espresso and coffee brewing needs.</p>