



USER MANUAL

5-CUP PROGRAMMABLE
COFFEE MAKER

GCM3518

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The Steelstone Group Brooklyn, NY | Gourmia.com

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Congratulations on the purchase of your Coffee Maker from Gourmia!

Here at Gourmia, our one and only goal is to make sure nutritious and delicious meals are always a practical possibility no matter how fast-paced your life is. Whether you're in need of a hearty breakfast, a mid-day snack, or a satisfying supper, our dependable, easy-to-use appliances are designed to work for you while you work your way through your busy day.

This manual provides an overview and instructions on all the coffee maker's functions and features, along with directions for assembling, operating, cleaning, and maintaining your appliance. Please read all safety instructions before getting started. Keep this manual handy for future use and review.

Our team is available to help with any and every question you might have about your new coffee maker. We're excited for you and want you to get the most out of your purchase—so whether you need assistance with setup or guidance on which features to enable for which drinks, we're happy to walk you through it, step by step.

Happy and easy cooking!

We'd love to hear about the delicious drinks you're creating! Share your thoughts, recipes, and photos with us.

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SAVE THESE INSTRUCTIONS

IMPORTANT SAFEGUARDS

Please read all safety and usage instructions carefully before operating the appliance.

1. This appliance can be used by children 8 years and above, and by persons with reduced physical, sensory, or mental capabilities, **only** if they have been given instructions concerning the use of the appliance—and they understand the hazards involved. Cleaning and user maintenance should not be done by children without proper supervision.
2. Close supervision is necessary when using or operating the appliance by or near children.
3. **Do not** place the appliance on or near a hot burner or heated oven.
4. **Do not** use the appliance on wet or hot surfaces, or near a heat source.
5. Make sure your outlet voltage corresponds to the voltage stated on the rating label of the coffee maker.
6. This appliance has a polarized plug (one blade is wider than the other). To reduce the risk of electric shock, the plug is intended to fit in a polarized outlet in only one way. If the plug does not fit into the outlet, reverse the plug and try again. If it still does not fit, contact a qualified electrician. **Do not** attempt to modify the plug in any way.
7. **Do not** let the cord hang over the edge of a counter or table.
8. To protect against fire, electric shock, or injury, **do not** immerse the unit, power cord, or plug in water or any other liquid.
9. **Do not** operate the coffee maker without water in the reservoir.
10. Only use cold, fresh water to fill the water reservoir.
11. **Do not** touch the surfaces of the appliances, especially the warming plate, as they become extremely hot during use. **Always** use the handle when holding the carafe.
12. **Do not** stand over the appliance when in use, as it emits hot steam from the filter.
13. Scalding may occur if the lid is removed during the brewing cycles. Allow the coffee maker to cool before opening the lid.
14. The glass carafe is very fragile. Handle it with care.
15. Never leave an empty carafe on the warming plate—it is liable to crack.
16. **Do not** use the appliance if the carafe is cracked.
17. **Do not** place an empty coffee pot on the warming plate when the coffee maker is running.
18. Check funnel and filter for presence of foreign objects before use.

19. Never disconnect the appliance by pulling on the cord. Rather, unplug the power cord from the electrical outlet.
20. **Always** unplug the appliance from the outlet when not in use, or before cleaning. Allow appliance to cool completely before cleaning.
21. **Do not** clean container with cleansers, steel wool pads, or other abrasive materials.
22. Only use accessories or attachments that were provided by the manufacturer for this appliance.
23. **Do not** operate the appliance with a damaged power cord or plug. **Do not** operate the appliance if it malfunctions or is damaged in any way. **Do not** attempt to fix the appliance on your own. Return the appliance to an authorized service center for examination and repair.
24. **Do not** use the appliance for anything other than its intended use.
25. Extreme caution must be used when moving items that contain hot liquids.
26. For household use only.

Cord and Plug Safety

1. A short power-supply cord is provided to reduce risk of becoming entangled in or tripping over a longer cord.
2. Extension cords may be used if care is exercised in their use.
3. If an extension cord is used:
 - The marked electrical rating of the extension cord should be at least equal to the electrical rating of the appliance; and
 - The longer cord should be arranged so that it will not drape over the countertop or tabletop where it can be pulled on by children or tripped over.

Electrical Polarized Plug

This unit has a polarized plug (one blade is wider than the other). To reduce the risk of electric shock, the plug is intended to be used by inserting it into the electrical outlet only one way. If the plug does not fit securely into the outlet, reverse the plug and re-insert. If it still does not fit, contact a qualified electrician for assistance. Do not modify the plug in any way.



POWER

120V~ 60Hz 700W

KNOW YOUR COFFEE MAKER

Funnel

Place a 5-cup basket filter
(not included) into the funnel

Carafe



Warming Plate



Control Panel / Display



USING YOUR COFFEE MAKER

Before First Use

- Remove all packaging materials and clean the *funnel* and *carafe* with non-abrasive soap. Thoroughly dry and replace parts. Wipe exterior with damp cloth.
- Before brewing coffee for the first time, it is recommended to clean the system. Fill the *water reservoir* to the 5-cup mark and run a brew cycle without coffee; then discard water.
- Ensure the *funnel* is completely dry before use.

WARNING:

- **Never** operate the appliance with an empty *water reservoir*.
- **Do not** open the *lid* while brewing is in process.
- **Do not** touch the *warming plate* after brewing—it will be extremely hot! Hold the *carafe* by the handle only, as the glass is extremely hot!

Setting Up

- Place the coffee maker on a hard, flat, level, heat-resistant surface only.
- Keep the area above the appliance clear during use, as hot steam will escape through the top.
- Plug the power cord into an outlet.

Setting the Clock

1. Press **HOUR** to set the hour. The time will increase by one-hour increments after each press.
2. Press **MINUTE** to set the minute. The time will increase by one-minute increments after each press.

Note:

- Press and hold **HOUR** or **MINUTE** to adjust the time rapidly.
- A dot will appear on the *display* to indicate when the time is set to PM.

Brewing Coffee

1. Open the *lid*.
2. Fill the *water reservoir* with water between the MIN and MAX markings on the *water level window*.
Note: Do not fill with water below the 2-cup mark or above the 5-cup mark.
3. Pour ground coffee in the coffee filter.
Note: It's best to use medium to coarse coffee grinds. Avoid using finely ground coffee.
4. Close the *lid*.
5. Place the *carafe* on the *warming plate*.
6. Press **BREW NOW**. The *brew light* will blink during brewing. When finished brewing, the *brew light* will stay lit and enter *keep warm* mode.
7. The default *keep warm* setting will keep coffee hot for 2 hours and then the coffee maker will automatically turn off. See ADJUSTING KEEP WARM on page 10 to change *keep warm* settings.
Note: While in *keep warm* mode, the *freshness timer* on the *display* counts up, showing the time since the coffee was brewed.
Note: To turn off *keep warm* mode at any time, press **BREW NOW** and the *brew light* will turn off.

Pause & Serve

- The *carafe* must be on the *warming plate* to begin brewing.
- During brewing, you can remove the *carafe* for serving, and the machine will temporarily stop dispensing.
- Do not remove the *carafe* for more than a minute or the machine will overflow.

Programming Brew Later

Follow the steps below to program coffee to brew up to 24 hours in advance.

Note: Ensure time is set. See “Setting the Clock” on page 8.

1. Follow steps 1-4 under “Brewing Coffee” on page 9.
2. Press **BREW LATER**, and the *brew later light* will blink.
3. Adjust **HOURL** and **MINUTE** to your desired brew start time.
4. To confirm the time, press **BREW LATER** again or wait 5 seconds. The *brew later light* will remain on.
5. To cancel brew later, press **BREW LATER** again. The *brew later light* will turn off.

Adjusting Keep Warm

The default *keep warm* setting will keep coffee hot for 2 hours. Follow the steps below to adjust the *keep warm* setting:

6. Press and hold **HOURL** and **MINUTE** at the same time for 3-5 seconds. The *keep warm* time will appear on the *display*.
7. Press **HOURL** or **MINUTE** to adjust *keep warm* time in 30-minute increments, between OFF and 4 hours.
8. To confirm your settings, press and hold both **HOURL** and **MINUTE** at the same time for 5 seconds, or wait 5 seconds. This setting will become the default *keep warm* setting.

Freshness Timer

When in *keep warm mode*, the *freshness timer* on the *display* counts up, showing the time since the coffee was brewed.

CLEANING AND MAINTENANCE

WARNING:

- **Always** turn off the coffee maker, unplug the power cord from the outlet, and allow the appliance to cool before cleaning.
- **Do not** immerse cord, plugs, or coffee maker in water or other liquid.

After Each Use

Clean all removable parts after each use.

Funnel and Carafe

Clean with warm soapy water and a non-abrasive sponge.

Interior

Use a sponge or non-metal brush to clean the inside of the coffee maker. Then wipe it dry with a soft cloth.

Warming Plate and Exterior

- Use a damp cloth to clean the *warming plate* and exterior of the coffee maker. Then wipe it dry with a soft cloth.
- **Do not** use harsh cleaning agents or metal brushes, in order to avoid scratching the stainless steel surface.

Note: Ensure the *funnel* is completely dry before use.

Descaling

After using the coffee maker for a while, limescale will begin to build up inside the appliance. It is important to descale the appliance every 2-3 months. If the coffee maker is used daily, the descaling process should be done monthly.

1. Fill the *water reservoir* with water and vinegar between the MIN and MAX marks.
2. Place an empty paper filter into the *funnel* and close the *lid*.
3. Place the empty *carafe* on the *warming plate*.
4. Press **BREW NOW** to start the brewing process.
5. When the brewing process is complete, discard the solution in the *carafe* and *water reservoir*.
6. Remove and discard the paper filter.
7. Fill the *water reservoir* to the MAX mark with cool water.
8. Return the empty *carafe* to the *warming plate*.
9. Press **BREW NOW** to start brewing once again.
10. After brewing is complete, discard the water in the *carafe* and *water reservoir*. Rinse the *carafe* thoroughly with clean water.

Note: If an odor of vinegar persists, run another cycle with water.

*For Those Conversations
You'll Cherish Forever*



WARRANTY AND SERVICE

This Limited Warranty is for one full year from the date of purchase and requires proof of purchase from an authorized seller. It is applicable to the original purchaser only and is not transferable to a third party user. Repair or replacement of defective parts is solely at Gourmia's discretion. In the event that repair isn't possible, Gourmia will replace the product/part. If product repair/replacement won't suffice, Gourmia has the option of refunding the cash value of the product or component returned.

Product defects not covered under the Warranty provisions include normal wear and damage incurred from use or accidental negligence, misuse of instruction specifications or repair by unauthorized parties. Gourmia is not liable for any incidental or consequential damages incurred by such circumstances.

Only valid within the United States.

Register your product at
www.gourmia.com/warranty

For customer service, questions or comments

Visit gourmia.com

Email info@gourmia.com

Call **888.552.0033**

Mon-Thu 9:00 a.m. to 6:00 p.m. ET

Fri 9:00 a.m. to 3:00 p.m. ET

Languages: English, Spanish, French

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