

Melitta LatteSelect Fully Automatic Coffee Machine



# Melitta LatteSelect Fully Automatic Coffee Machine Instruction Manual

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**Melitta LatteSelect Fully Automatic Coffee Machine**



## Product Information

### Specifications:

- Power: 220 V to 240 V
- Frequency: 50 Hz
- Power Consumption: Maximum 1400 W
- Pressure: Up to 15 bar
- Dimensions: 255 mm x 351 mm x 475 mm

## Product Usage Instructions

### Safety Instructions

Ensure to follow the safety guidelines provided in the manual for your safety.

### Filter Usage

1. The water filter removes impurities from tap water for better quality.
2. Use the screwing aid to insert or remove the water filter from the tank.

### Transportation and Disposal

1. Refer to Chapter 9, page 15, for detailed instructions on draining and cleaning drip trays.
2. When disposing of the product, follow local regulations and guidelines for proper disposal methods.

### Technical Data

If you need assistance, refer to the contact numbers provided on the water tank cover or the service section of the website.

## **Frequently Asked Questions**

### **Q: How often should I clean the milk unit?**

A: It is recommended to clean the milk unit regularly, following the instructions provided in the manual, to maintain hygiene and performance.

### **Q: Can I use any type of water in the machine?**

A: It is advised to use filtered or distilled water to prevent mineral build-up in the machine and ensure a better taste of your beverages.

## **For your safety**

### **Proper use**

The appliance is intended for use in private households to prepare coffee beverages and to heat milk and water. Any other use is regarded as improper and may lead to personal injury and material damage.

### **Danger from electric current**

Only use the appliance if it is in a technically flawless condition. If the appliance or the power cable is damaged, there is a risk of fatal electric shock. You may not use the appliance in this case, but instead you need to have it repaired by the manufacturer, customer services or a service partner. Never immerse the appliance in water. The power cable and the mains plug must not come into contact with water. Never immerse the appliance in water. The power cable and the mains plug must not come into contact with water. Disconnect the appliance from the power supply when left unsupervised for a long time. of age. Children older than 8 years of age must be super

Risk of burns and scalds Escaping fluids and steam may be very hot. The nozzles on the outlet can also become very hot.

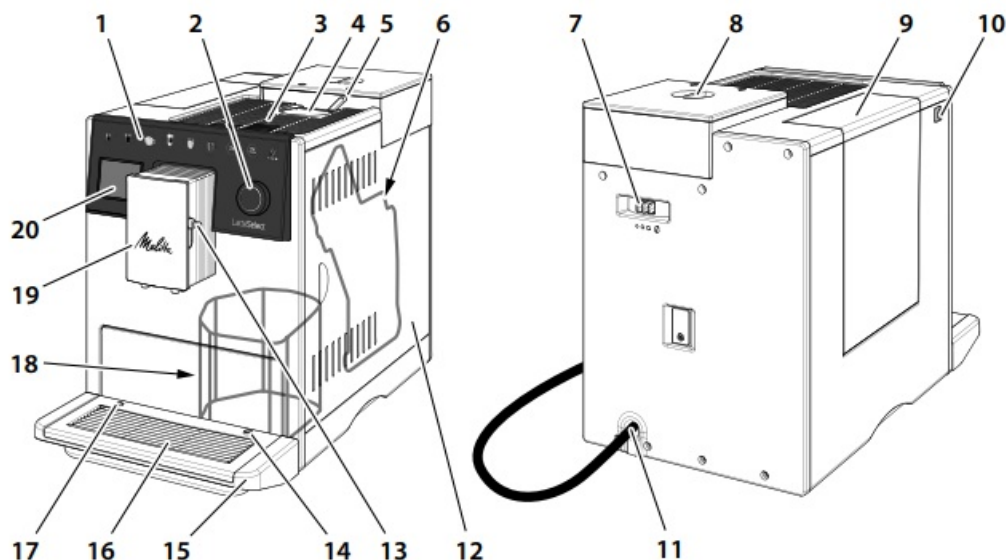
### **General safety**

Do not operate the appliance in a cabinet or at altitudes above 2000 m. Do not reach into the interior of the appliance during operation. You may not open the housing or manipulate the appliance or the accessories in any other way.

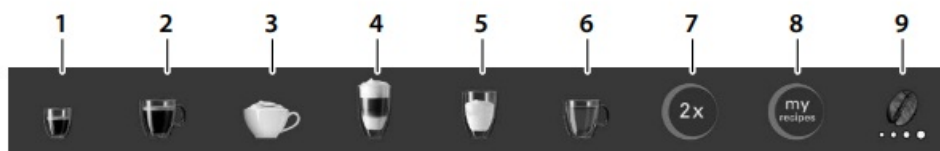
### **Children**

Children must not be allowed to play with the appliance. You must keep children who are younger than 8 years away from the appliance. This appliance may be used by children over 8 years of age and by persons with reduced physical, sensory or mental capabilities or a lack of experience and knowledge, but only if they are supervised or have been instructed in using the appliance safely and understand the resulting risks. Cleaning and maintenance must not be undertaken by children younger than 8 years supervised during cleaning and maintenance

## Appliance at a glance



1. Direct keys
2. "Rotary regulator"
3. Cup rest with stainless steel plate (depending on the model)
4. Ground coffee chute
5. "Bean Select" tilt lever
6. Brewing unit (behind the cover)
7. "Grinding fineness adjustment" lever
8. 2-chamber bean container
9. Water tank
10. "On/Off" button
11. Power cable with cable insert compartment
12. Cover
13. Connection for milk hose at the outlet
14. Connection for the milk hose at the drip tray
15. Drip tray
16. Cup plate
17. Float
18. Coffee grounds container (inner)
19. Height-adjustable outlet with
  - 2 coffee nozzles, 2 milk nozzles,
  - 1 hot water nozzle, cup illumination
20. Display



1. Preparing espresso

2. Preparing café crème
3. Preparing cappuccino
4. Preparing latte macchiato
5. Preparing milk froth
6. Preparing hot water
7. Preparing two beverages simultaneously
8. Selecting personal settings for beverages or preparing beverages with recipes
9. Setting the brewing strength

### **Included in delivery**

- Coffee spoon with screwing aid for the water filter
- Plastic milk container or thermal milk container each with milk hose or just the milk hose (depending on the model)
- Water filter
- Test strip for determining the water hardness

### **Direct keys**

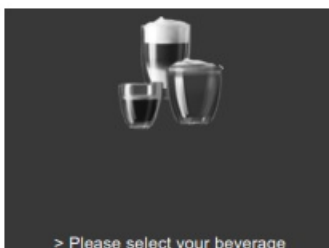
The direct keys only react when they are operated with a finger. Sometimes not all direct keys are illuminated. Only the illuminated direct keys have a function at that moment.

### **“On/Off” button**

Switch on the appliance by pressing the ‘On/Off’ button. The appliance performs automatic rinsing while it heats up. Place a vessel under the outlet if possible. You can switch off the appliance by pressing the ‘On/Off’ button. If you do not switch off the appliance, it will switch off automatically after a preset switch-off time.

### **Ready display**

The appliance shows the Ready display after you switch it on or leave all submenus. You can now prepare beverages or navigate through the menu



### **“Rotary regulator”**

You can very simply navigate through the menu with the “rotary regulator”



Press the "rotary regulator" for longer than 2 seconds to call up the *Programs* menu.



By turning the "rotary regulator", you can select an entry.



By pressing briefly, you can confirm a selection or leave a menu that has no available options.

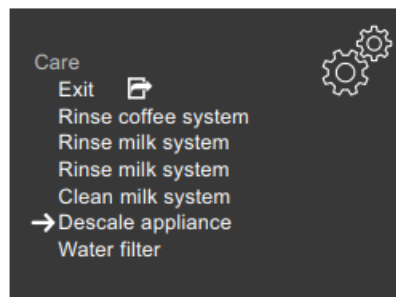


As soon as a warning triangle lights up at the top right of the display, you can access the care programs by pressing briefly.



The selection of menus is always shown in shortened form in these operating instructions:

- Navigate to the Care > Descaling menu



Exit allows you to leave a menu and access the Ready display.

## First steps

### Unpacking the appliance

Remove the packaging material, the adhesive strips and the protective films from the appliance. Please keep the original packaging. The appliance has been tested in the factory to ensure that it functions perfectly. Therefore, the appliance may still contain traces of coffee and water.

### Setting up the appliance

- Set up the appliance in a dry room.
- Set up the appliance on a stable, flat and dry surface. The surface may not be hot. The appliance may not be placed in the vicinity of sinks or the like.
- Set up the appliance at a sufficient distance (approx. 10 cm) from the wall and other objects. The space above the appliance should be at least 20 cm.
- Route the power cable so it does not lie over edges or cannot be damaged by hot surfaces.

## Connecting the appliance

Only connect the appliance to a properly installed earthing contact socket. The earthing contact socket must be protected by a fuse with a rating of at least 10 A.

Switching on the appliance for the first time

- Place a vessel under the height-adjustable outlet. The distance between the outlet and the vessel should be as small as possible.
- Switch on the appliance with the “On/ Off” button.
- Start the setup by pressing the “rotary regulator” briefly.
- Set the language.
- Set the water hardness. You can determine the water hardness with the enclosed test strip. Observe the instructions on the test strip and the information in the table in section 8.10,
- Remove the water tank. Rinse out the water tank with clean tap water.
- Fill the water tank with fresh, cold tap water and insert it. Observe the instructions in section 4.1,
- Fill the bean container with coffee beans. Observe the instructions in section 4.2, . Alternatively, you can fill coffee powder into the ground coffee chute. Observe the instructions in the section
- Prepare the first two beverages. Observe the instructions in section 5,
- Pour the first two beverages away after initial start-up.

## Preparing to make beverages

### Filling with tap water

The quality of the tap water largely determines the flavour of the coffee. Fill the water tank only with fresh, cold tap water that has not been carbonated. Change the tap water on a daily basis. Please observe the maximum filling level.

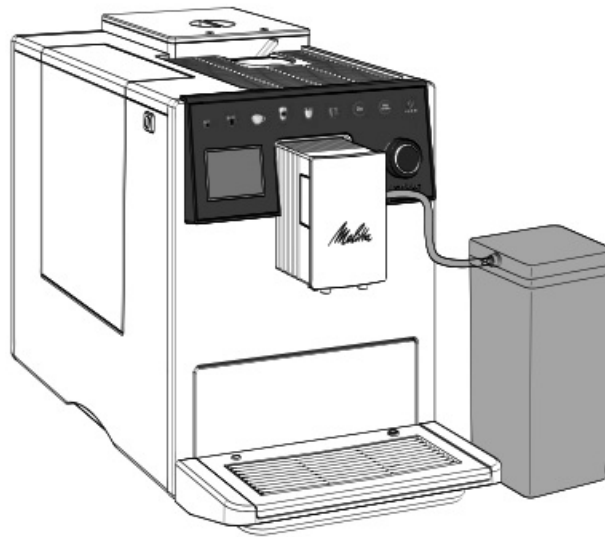
### Filling with coffee beans

The 2-chamber bean container allows you to use two varieties of coffee beans. You switch between the bean chambers with the “Bean Select” tilt lever. Attention! Freeze-dried and caramelised coffee beans can clog up the grinder. Ground coffee can also damage the grinder. Roasted coffee beans lose their aroma after a few days. For this reason, do not fill too many coffee beans into the bean chamber. Caution! When you switch bean chambers, a small amount of the other coffee beans will remain in the grinder. The next two coffee beverages will be prepared still with remains of the previous variety. Persons with caffeine intolerance should only consume the third coffee beverage.

### Filling with coffee powder

You can also prepare your coffee beverages with coffee powder. Use the enclosed coffee spoon for dosing. Fill a maximum of one coffee spoon full of coffee powder into the ground coffee chute. Attention! Instant products can clog up and block the brewing unit. If no coffee beverage is prepared within 3 minutes of opening the ground coffee chute, the appliance switches to operation with coffee beans. The coffee powder is then discharged into the coffee grounds container.

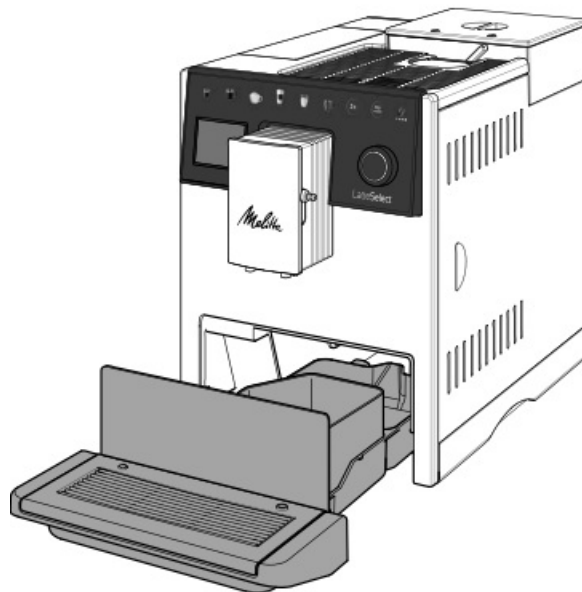
### Using the milk container



You can use the included milk container or a conventional milk pack to prepare milk froth or warm milk (depending on the model). Always use cold milk. Only fill as much milk into the milk container as will be used immediately. You can store the milk container in the refrigerator.

### **Emptying the drip tray and coffee grounds container**

After a set number of preparation operations, the appliance will ask you to drain the drip tray and the coffee grounds container. The protruding float also shows you when it is time to empty the drip tray.



The drip tray can be pulled forwards out of the appliance. Always empty both the drip tray and also the coffee grounds container. Then, make sure you push the drip tray into the appliance up to the stop. If you empty the drip tray while the appliance is not switched on, the appliance does not register this process. Therefore, it is possible that you are asked to empty the containers even though the drip tray and the coffee grounds container are not yet full.

### **Preparing beverages**

Observe the following instructions during preparation:

- The water tank should be sufficiently full. If the filling level is too low, the appliance will ask you to refill it.
- There should be sufficient coffee beans in the 2-chamber bean container. The appliance asks you to refill only if



there are no more coffee beans in the bean chamber and the grinder has ground itself empty.

- When preparing a beverage with milk, connect the filled milk container or a commercially available milk pack. The appliance does not indicate a lack of milk.
- The vessels for the beverages should be sufficiently large.
- The display needs to show the Ready display.
- Start the preparation by pressing the corresponding direct key. Observe the messages in the display during preparation.
- You can end preparation prematurely by pressing the direct key again.
- The preparation ends automatically.
- After a beverage has been prepared with milk, the appliance will ask you to start the Rinse milk system program. You can, however, prepare further beverages and run the Rinse milk system program later. If you do not operate the appliance within 5 seconds, it will switch to the Ready display without running the program.

### **Dispensing hot water for tea**

You can select the best suited water temperature for different varieties of tea. Press the “Hot Water” direct key for longer than 2 seconds and then select a tea variety from the list. The appliance uses a suitable water temperature according to your selection. Start dispensing by pressing the “rotary regulator”. The setting is stored and used during the next hot water dispensing.

### **Preparing beverages with recipes**

You can prepare other beverage specialities with the appliance, e.g. an Americano. Press the “my recipes” button for longer than 2 seconds and then select a recipe from the list. Start preparation by pressing the “rotary regulator”.

### **Preparing two beverages simultaneously**

You can prepare two cups of some beverages at the same time. To do this, you first need to press the button “2x”. You can then either press a direct key or select a recipe. This setting only applies to the current preparation. If a beverage is not prepared within 30 seconds, the appliance switches to single-cup dispensing. The “2x” button cannot be used for hot water. The button also cannot be used when coffee powder is used.

### **Changing settings during preparation**

You can still change the brewing strength and the beverage quantity during preparation. You can set the brewing strength during the grinding process by pressing the “Brewing strength” button. You can change the beverage quantity by turning the “rotary regulator”. These settings only apply to the current preparation.

### **Changing default settings**

You can change the default settings for the brewing strength, the beverage quantity and the temperature. For example, to change the brewing strength for an espresso, you need to navigate to the Direct keys > Espresso > Brewing strength menu and select the required brewing strength. The modified default settings are stored. You can change the default settings at any time, however.

### **Changing recipes**

You can change the default settings for the recipes. For example, to change the brewing strength for a ristretto,

you need to navigate to the Recipes > Ristretto > Brewing strength menu and select the required brewing strength. The modified default settings are stored. You can change the default settings at any time, however.

## **Personal settings Profile**

The Profile function allows you to save individual settings for up to six persons in a user profile. This allows you to choose your individual preferences in terms of brewing strength, beverage quantity and temperature.

### **Setting up user profile**

Six user profiles with preset user names are set up in the Profile menu. You can change the user names at any time.

- Select a user name in the Profile menu and then select Change name.
- Enter a new user name with the “rotary regulator”.

The user profile is automatically displayed after the new user name is entered. You can display and hide the user profiles. As a result, only the required user profiles are then displayed.

- Navigate to the Profile > User name > Display/Hide menu, to hide or display the user profile.

### **Select personal settings**

As soon as the user profile is set up, you can select the personal settings for the brewing strength, the beverage quantity and the temperature. For example, to select the beverage quantity for a cappuccino, you need to navigate to the Profile > User name > Cappuccino > Coffee quantity menu and select the required beverage quantity. The personal settings are stored. You can change the settings at any time, however.

### **Preparing beverages with personal settings**

To prepare a beverage with the Profile function, you need to press the “my recipes” button repeatedly until the required user name is displayed. Only the non-hidden user profiles are displayed (see section

### **Setting up user profile**

Start the preparation by pressing the corresponding direct key. If a beverage is not prepared within 30 seconds, the appliance switches to the Ready display. You can exit the Profile function at any time by pressing the “my recipes” button repeatedly until the Ready display appears.

## **Basic settings**

### **Language**

You can change the language for the display in the menu under Settings > Language.

### **Energy save mode**

Energy save mode lowers the heating temperature and switches off the illumination. In the menu under Settings > Energy save mode, you can set the time after which the appliance should switch to energy save mode. You can select defined values between 3 minutes and 4 hours. You cannot deactivate the function. After 4 hours without

being operated at the latest, the appliance switches to energy save mode. If the appliance is in energy save mode, you can wake it up by pressing the “rotary regulator” briefly.

### **Automatic switch-off**

If the appliance is not operated for a long time, it switches off automatically after a specified period of time. In the menu under Settings > Auto OFF you can set after what period of time the appliance should switch itself off. You can select defined values between 9 minutes and 8 hours. You cannot deactivate the function. After 8 hours without being operated at the latest, the appliance switches off.

### **Switch-off rinsing**

The appliance performs rinsing when switched on and off. In the menu under Settings > Rinse at OFF, you can deactivate the switch-off rinsing function or activate it again. We recommend that you do not permanently deactivate the switch-off rinsing function.

### **Factory settings**

In the menu under Settings > Factory settings, you can reset the appliance to factory settings. In this case, all personal settings are lost, including the settings in the Profile menu.

### **Statistics and System menus**

The Statistics menu provides information on the number of beverages prepared. The System menu provides information on the software version. Furthermore, you have access to the venting function

### **Grinding fineness**

The grinding fineness of the coffee beans influences the flavour of the coffee. The finer you set the grinding fineness, the stronger the coffee. The grinding fineness has been optimally set at the factory. Change the grinding fineness setting at the earliest after about 100 coffee dispensing processes (after approx. 1 month, depending on coffee consumption). You can set the grinding fineness optimally with the “Grinding fineness adjustment” lever on the rear side of the appliance. Do not set the grinding fineness too fine. The optimum grinding fineness is set when the coffee flows evenly out of the outlet producing a fine, dense crema.

### **Care and maintenance**

Regular cleaning and maintenance of the appliance guarantee the consistent high quality of your beverages. Clean all parts and surfaces that come into contact with coffee, beans, milk and water on a regular basis. Attention! Unsuitable cleaning agents can damage the appliance. Only use the recommended cleaning agents.

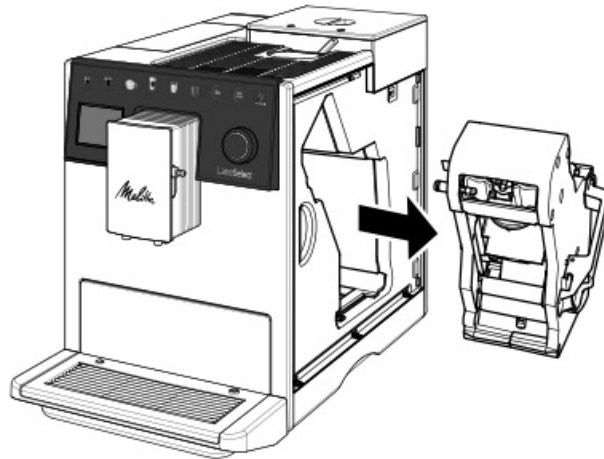
#### **Cleaning surfaces**

Use a soft, damp cloth and a little washing-up liquid to clean the surfaces. Remove external soiling immediately. After you have emptied the drip tray and the coffee grounds container, rinse them and, if necessary, also clean them with a soft, damp cloth and a little washing-up liquid. You can remove residue from the coffee beans in the 2-chamber bean container with a soft cloth. The cloth needs to be dry.

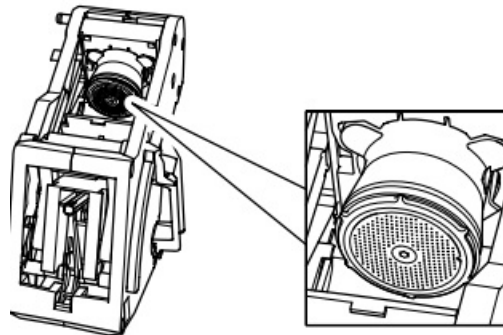
#### **Cleaning the brewing unit**

You should clean the brewing unit every week.

- Remove the cover by reaching into the handle recess and pulling the cover to the side.
- Press and hold the red lever on the brewing unit handle and turn the handle clockwise until it engages at the stop.
- Pull the brewing unit out by the handle



- Rinse the entire brewing unit thoroughly from all sides under running water. In particular, make sure that coffee residues are removed from the sieve.

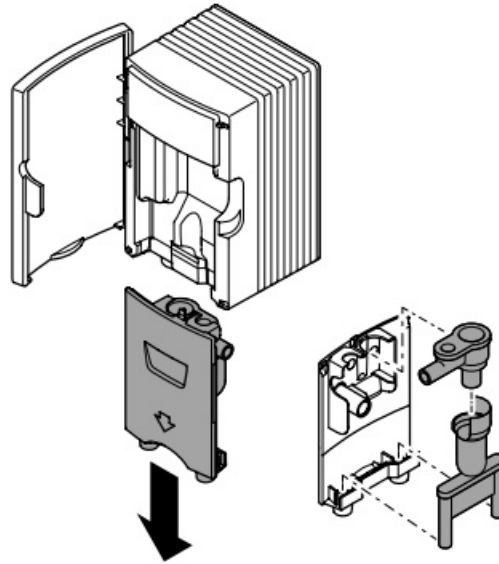


- Allow the brewing unit to drip dry.
- Use a soft, dry cloth to remove coffee residues from the surfaces inside the appliance
- Insert the brewing unit into the appliance. Press and hold the red lever on the handle of the brewing unit and turn the handle anticlockwise until it engages at the stop.
- To do this, insert the cover again until it engages.

### **Cleaning the milk unit**

Bacteria that are harmful to health can form in milk residue within a few days. In addition, we recommend cleaning the milk unit, the milk hose and the milk container on a regular basis.

- Pull the milk hose off the outlet and the milk container.
- Dismantle the milk unit



- Remove the uptake tube and the seals from the milk container lid.
- Clean all individual parts with warm water. Use a soft, damp cloth and washing up liquid for this.
- Reassemble the milk unit. Make sure that you push the milk unit upwards to the end stop when assembling it.

### **Quick start of care programs**

- As soon as a warning triangle lights up at the top right of the display, the appliance will ask you to run a care program.
- Briefly press the “rotary regulator” within 5 seconds to start the care program immediately

If you do not operate the appliance within 5 seconds, it will switch to the Ready display and you can prepare more beverages. However, the warning triangle will continue to be lit up on the display. When the ready display is activated and the warning triangle is illuminated, you can access the care menu directly. Do this by briefly pressing the “rotary regulator”. The care menu opens and shows all available care programs. You can start these immediately.

### **Rinse coffee system program**

The Rinse coffee system program rinses the internal parts of the coffee system and the nozzles on the outlet. You can access the program by navigating to Care > Rinse coffee system in the menu. Place a vessel beneath the outlet before you start rinsing. During rinsing, the water used to rinse the internal parts enters the drip tray.

### **Rinse milk system program**

After a beverage has been prepared with milk, the appliance will ask you to start the Rinse milk system program. You can also access the program at any time by navigating to Care > Rinse milk system in the menu.

### **Clean milk system program**

The Clean milk system program is used to rinse and clean the milk system. You should run the program each week if you prepare beverages with milk. Only use Melitta® Perfect Clean milk system cleaning agent for automatic coffeemakers. Observe the instructions on the packaging of the milk system cleaning agent. Use the coffee grounds container as a collecting container. The program takes approximately 3 minutes and should not be interrupted. You can access the program by navigating to Care > Clean milk system in the menu.

### **Clean coffee system program**

The Clean coffee system program is used to remove residues and coffee oil residues. You should run the program every two months or when the appliance asks you to do so. Beforehand, you should, however, clean the brewing unit and the surfaces inside the appliance. Only use Melitta® Perfect Clean cleaning tabs for automatic coffeemakers. Observe the instructions on the packaging of the cleaning tabs. Caution! Cleaning agent causes eye irritation. If it accidentally comes into contact with your eyes, you should rinse them with clear water for several minutes. Consult a doctor if symptoms persist. Use the coffee grounds container as a collecting container. The program takes approximately 20 minutes and should not be interrupted. You can access the program by navigating to Care > Clean coffee system in the menu.

### Descale appliance program

The Descale appliance program removes the limescale deposits. You should run the program every three months or when the appliance asks you to do so. There must not be a water filter in the water tank during descaling. If you use a water filter, you need to remove it before descaling. Only use Melitta® Anti Calc liquid descaling agent for automatic coffeemakers. Observe the instructions on the packaging of the descaling agent.

Caution! Descaling agent causes eye irritation. If it accidentally comes into contact with your eyes, you should rinse them with clear water for several minutes. Consult a doctor if symptoms persist. Use the coffee grounds container as a collecting container. The program takes approximately 15 minutes and should not be interrupted. You can access the program by navigating to Care > Descale appliance in the menu. Thoroughly rinse out the water tank and fill it with fresh tap water after descaling.

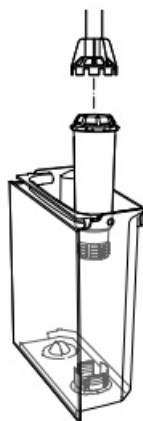
### Setting the water hardness

The hardness of the tap water influences how often you have to descale the appliance. The harder the tap water, the more frequently you have to run the Descale appliance program. Determine the water hardness with the enclosed test strip. Observe the instructions on the test strip and the information in the following table. You can set the water hardness by navigating to Settings > Water hardness in the menu.

Water hardness	°d	°e	°f
Soft	0 to 10	0 to 13	0 to 18
Medium	10 to 15	13 to 19	18 to 27
Hard	15 to 20	19 to 25	27 to 36
Very hard	> 20	> 25	> 36

### Using a water filter

The use of a water filter extends the service life of your appliance. The water filter filters calcium and other pollutants out of the tap water. If you use a water filter and change it on a regular basis, you will need to descale the appliance only once per year. This information is based on an average of six 120 ml coffee beverages per day and six filter changes per year. Only use Melitta® Pro Aqua filter cartridges for automatic coffeemakers. Observe the instructions on the packaging of the filter cartridge. Use the screwing aid to screw the water filter into and out of the water tank.



## Inserting the water filter

Change the water filter when the appliance asks you to do so. Use the coffee grounds container as a collecting container.

- Place the new water filter in a vessel filled with fresh tap water for a few minutes.
- Navigate to the Care > Filter > Insert filter menu. Changing the water filter Use the coffee grounds container as a collecting container.
- Navigate to the Care > Filter > Change filter menu. Removing the water filter
- Navigate to the Care > Filter > Remove filter menu.
- Then adjust the water hardness

## Drying out

During drying out, residual water is removed from the appliance. You should dry out the appliance whenever you do not use it for longer periods, if you want to transport it or if there is a risk that it could freeze. If the water filter is inserted, you will need to remove it from the water tank beforehand.

- Place a vessel beneath the outlet.
- Navigate to the System > Venting menu. After venting, the appliance will switch off. Keep the water filter in a vessel containing tap water in the refrigerator so that it does not stand dry over a longer time period.

## Transport

Transport the appliance in the original packaging if possible. You may not fasten loose parts with adhesive tape or parcel tape because the adhesive residue is difficult to remove. When you send the appliance to Melitta's service centres, you do not need to send in the cup plate. This prevents scratches during transport.

Before transporting the appliance, you must carry out the following activities:

- Dry out the appliance
- Empty the drip tray and the coffee grounds container.
- Empty the water tank.
- Empty the 2-chamber bean container.
- Clean the appliance
- Package the appliance.

## Waste Disposal

Appliances bearing are subject to the European Directive 2012/19/EU for WEEE (Waste Electrical and Electronic Equipment). Electrical appliances do not belong in domestic waste. Dispose of the appliance in an environmentally friendly way via suitable collection systems.

## Technical data

Technical data	
Operating voltage	220 V to 240 V, 50 Hz
Power consumption	Maximum 1400 W
Pump pressure	Static, max. 15 bar
Dimensions	
Width	255 mm
Height	351 mm
Depth	475 mm
Holding capacity 2-chamber bean container Water tank	2 × 135 g 1.8 l
Weight (empty)	9.25 kg
Ambient conditions Temperature Relative humidity	10°C to 32°C 30% to 80% (non-condensing)

## Problems

Contact our hotline if the actions listed below fail to rectify the problems or if other problems not listed here occur. You will find the telephone numbers (local rates) in the lid of the water tank or in the Service section on our website.



Problem	Cause	Action
Coffee only emerges from the outlet in drips.	Grinding fineness too fine.	■ Set a coarser grinding fineness
	Appliance soiled.	■ Clean the brewing unit ■ Run the <i>Clean coffee system</i> program
	Appliance is covered inside with limescale.	■ Descale the appliance
Coffee does not flow through.	Water tank not filled or inserted incorrectly.	■ Fill the water tank and ensure it is positioned correctly
	Brewing unit clogged.	■ Clean the brewing unit
Grinder does not grind coffee beans.	Coffee beans do not drop into the grinder.	■ Tap lightly on the 2-chamber bean container. ■ Clean the 2-chamber bean container.
	“Bean Select” tilt lever is positioned vertically.	■ Move the tilt lever to the left or right.
	Coffee beans are too oily.	■ Use different coffee beans.
	Foreign object in the grinder.	■ Contact the hotline.
The <i>Refill beans</i> display appears although the 2-chamber bean container is full.	Coffee beans do not drop into the grinder. Insufficient ground coffee beans in the brewing unit.	■ Tap lightly on the 2-chamber bean container. ■ Press direct key.
Loud grinder noise.	Foreign object in the grinder.	■ Contact the hotline.
Brewing unit cannot be inserted after removing.	Brewing unit is not correctly locked.	■ Check that the handle for the brewing unit locking mechanism is correctly engaged
	Drive is not in the correct position.	■ Press and hold the brewing strength button. Also press the “On/Off” button for longer than 2 seconds. Release the buttons again. The appliance then initialises.
<i>System error</i> appears on the display.	Software problem.	■ Switch the appliance off and on again. ■ Contact the hotline.

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**Editorial department:**

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## Documents / Resources



[Melitta LatteSelect Fully Automatic Coffee Machine](#) [pdf] Instruction Manual  
Mel\_013\_LatteSelect\_20, LatteSelect Fully Automatic Coffee Machine, LatteSelect, Fully Automatic Coffee Machine, Automatic Coffee Machine, Coffee Machine, Machine

## References

- [Melitta® Online Shop](#)
- [ZINDEL AG - Home](#)
- [User Manual](#)

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