



# **Nivola**

## **Training Manual**

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## Overview



### Models

The Nivola is available in two versions:

- W (for use with ground coffee)
- W-P (for use with coffee pods)

### Specifications

|                     |            |
|---------------------|------------|
| Weight              | 9 kg       |
| Water tank capacity | 1.5 litres |
| Height              | 37.5 cm    |
| Width               | 30 cm      |
| Depth               | 35 cm      |

### Features

- Mirror-finished hand polished aluminium
- Semi-automatic operation
- Single knob for both steam and coffee functions
- Durable steam release solenoid valve
- Warning light and buzzer if reservoir short of water
- Operates only when water at correct temperature
- Clock
- Cup heating tray

### Available accessories

- Coffee grinders, two models:
- Cups, two types:

*Copper and brass  
finish (model MS)*



*Chrome finish  
(model MSC)*



*TC (Cappuccino – Ivory)*

*TE (Espresso – Ivory)*

- Cleaning brush (SPA)



# Package contents



Top open, showing **important warning notice**. See page 5.



1. Nivola wrapped in plastic



2. Instruction manual, containing guarantee



Guarantee card with machine serial number already recorded

3. Metal drip tray cover



4. Handle with double spout



5. Tamper



6. Single cup filter basket



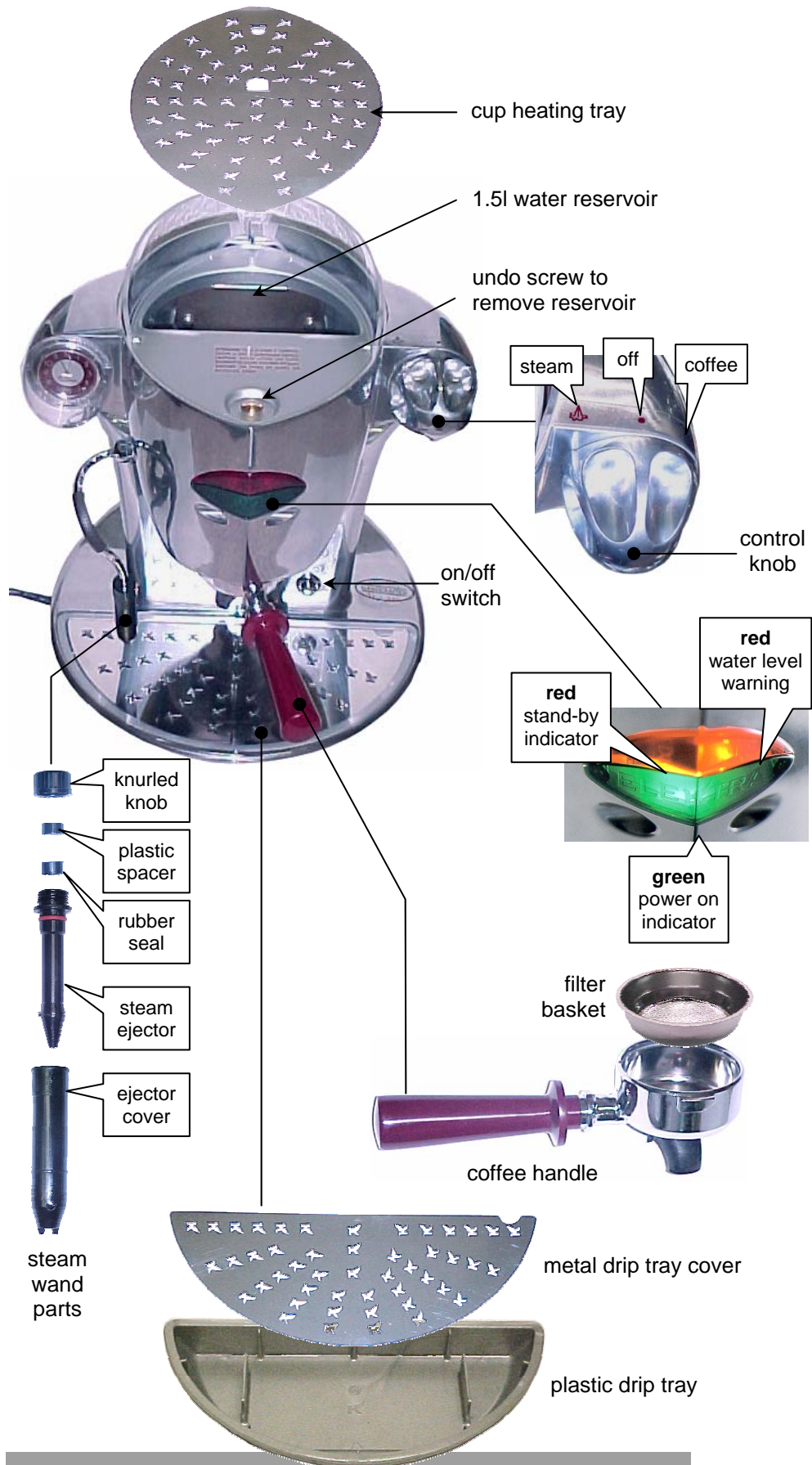
7. Double cup filter basket



8. Dosing spoon



# Nivola parts

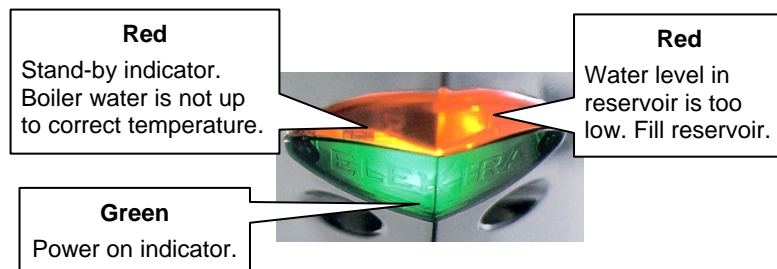


## Assembly

1. Place plastic drip tray into position
2. Place metal drip tray cover into plastic drip tray
3. Place filter basket into coffee handle
4. Attach coffee handle to group head

### The indicator lamps

- *The green light* — indicating the power switch is on and that power is available to the machine. This light is on during all phases of the machine's operation.
- *Red stand-by light*. This light shows that the water in the boiler is not at the correct temperature to make coffee. It will come on when the machine is first turned on and turn off when the boiler has reached the correct operating temperature. Thereafter it will light if the boiler is not up to temperature when either the steam or coffee functions are selected.
- *Red water level warning light*. Comes on if the reservoir water level is too low. A buzzer will also sound. Fill the reservoir with fresh, cold water to within two centimetres of the top.



### Clock

To remove the clock:

- carefully twist the plastic cover *clockwise* to remove.
- gently prise clock assembly from Nivola. The clock is a push-fit.

To change the time, remove the plastic sleeve from around the clock to expose the adjusting knob. The clock's battery is accessible from the back of the clock.

When replacing the plastic cover, align the clips correctly to the slots (there's only one way they line up), then gently turn the cover *anticlockwise*.



# Operating instructions

## Preparing the Nivola for first time use



The following procedure *must* be carried out when the Nivola is being used for the first time, or if it has not been used for some time. This procedure primes the water circuit, including the pump.

1. With machine *switched off* at its power switch, plug machine into power outlet and turn on at power outlet. **Do not turn on power at machine's on-off switch.**

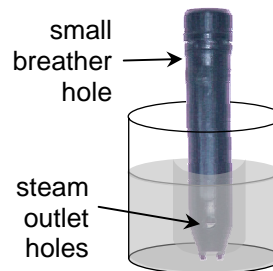
power on-off switch should be OFF (outwards position)



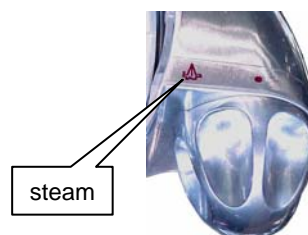
2. Remove cup heating tray and fill reservoir with cold fresh water to about two centimetres below the rim.



3. Immerse steam wand in a container of cold water so its two steam outlet holes are covered by the water. The breather hole on the top should be uncovered.



4. Turn control knob anticlockwise to the *steam* position.



5. Turn on the machine at its on-off switch. The indicators will light and the buzzer will sound for five seconds to indicate the boiler is empty. The machine will then go through a 24 second start cycle to prime the water circuit. When the cycle is finished, the red stand-by light will go out.

Press ON



6. Turn the control knob to the *off* position. The red stand-by light will come on, indicating the machine is heating the water in the boiler in preparation for making coffee.
7. When the boiler reaches its correct operating temperature the stand-by light will go out, indicating that the machine is ready to make coffee.

## Regular use

1. Remove cup heating tray.
2. Fill reservoir with fresh cold water to about two centimetres below the rim.
3. Ensure control knob is OFF (middle setting).
4. Turn power on at power outlet.
5. Turn machine on at its on-off switch.
6. When the red stand-by light goes out, **the machine is ready to make coffee.**

## Cup heating tray

The Nivola features a cup warming tray for up to six cups. Under normal use, the machine would be left on during the day, allowing the cup warming surface to reach a suitable temperature. Place cups upside down on the tray, as shown.



## Operating principle

When the coffee function is selected, if the boiler water is at the correct temperature, an electric pump inside the machine is switched on, pumping water from the reservoir into the bottom of the boiler.

The pump operates at a high pressure, so when cold water is pumped into the boiler, the boiler pressure rises. This causes the hot water at the top of the boiler to flow through the coffee grounds in the filter basket, into the cup.

When the steam function is selected, the boiler water temperature needs to be high enough to produce steam, sometimes causing the red stand-by light to come on while the boiler temperature rises.

The steam is directed to the steam wand with an electrically powered solenoid valve that is operated when the steam function is selected, but only when the boiler temperature is high enough to produce steam. After using the steam wand, the boiler is refilled automatically by the pump, which will come on briefly when the control knob is returned to the off position.



# Making coffee

The main requirements for making good coffee are:

- freshly ground coffee
- filter basket filled with grounds to correct level, and evenly tamped
- correct temperature of the water passing through the grounds
- cups, coffee handle and machine correctly heated.

## Procedure

1. *Ensure machine is warmed up*, in particular the coffee handle and filter basket. This can be done by placing the handle (fitted with a filter basket) into the machine, selecting the *coffee* function and allowing hot water to flow through the handle for five seconds or so. This procedure will also help warm up the machine by causing the boiler's heating element to operate.
2. Remove the handle from the machine and:
  - *To make a single cup* — fit the single cup filter basket to the handle, add one **heaped** espresso dosing spoon of coffee grounds to the basket, and tamp down firmly. The tamped grounds should be approximately 4mm from the top of the basket.
  - *To make a double cup* — fit the double cup filter basket to the handle, add one **level** espresso dosing spoon of coffee grounds to the filter basket and tamp down firmly. Add another level dosing spoon of coffee grounds and tamp firmly. The tamped grounds should be around 4mm from the top of the basket, as below.



***The tamped coffee grounds should be around 4mm from the top of the filter basket.***

3. Wipe the top of the basket to remove any coffee grounds. This is important, as the rim of the filter basket forms a seal with a rubber ring inside the group head. Coffee grounds can prevent a good seal and will build up inside the group head, possibly causing the rubber sealing ring to be released from inside the group head.
4. Fit the coffee handle into the group head, then pull the handle horizontally to the right. As the rubber ring settles in with use, the handle will need to be moved further. The aim is to obtain a sufficiently tight seal (but not too tight) so there are no leaks while coffee is being extracted.

5. Place coffee cup(s) onto drip tray.
6. Turn the control knob to the *coffee* position (right) to extract coffee to the desired level.

**Note:** If the stand-by light comes on, wait until it's extinguished, when the machine will start automatically.

7. When the required coffee level is reached, turn the control knob to the *off* (centre) position to stop coffee flow.
8. Remove the handle by slowly and carefully pulling it horizontally to the left.
9. Dump the used coffee cake.
10. Rinse the handle (and filter basket), and replace handle/basket in machine to keep it warm.

## Frothing or heating milk

The Nivola will *not* allow you to extract coffee and use the steam wand together. Therefore froth or heat milk *before* extracting coffee.

1. Purge the steam wand of condensation by releasing steam into a container.
2. Fill a stainless steel jug with the required amount of milk.
3. Immerse steam wand into milk ensuring the small breather hole on the top of the wand is not covered.
4. Turn the control knob to the steam function. (The stand-by light will come on to allow the boiler to reach the correct operating temperature and pressure. As soon as it goes out, steaming will start automatically.)
5. Froth and/or heat the milk until it reaches the desired temperature. Judge the temperature by holding your hand against the jug.
6. When the temperature is too hot to the touch, wait two seconds or so, then turn off the steam and remove the jug. It is important to not boil the milk!
7. As soon as possible remove the plastic ejector cover from the steam wand and rinse it thoroughly under running water. Also wipe the exposed steam ejector and metal wand with a clean damp cloth to remove milk before it dries.
8. Pour milk into coffee and enjoy.



# Maintenance

## Daily

1. Use a sponge, cloth or brush to clean the shower head and inside the group head.



**Looking into the group head.**  
**Clean all parts, including the rubber sealing ring and the surface of the shower head.**

2. Run a small amount of water through the group head to flush out any coffee grounds.
3. Unscrew the steam nozzle from the steam wand, separate the parts and wash with hot soapy water. Be sure not to lose the small rubber seal or plastic spacer.



**Clean all parts and reassemble them in the correct order. Ensure the small holes in the steam ejector and ejector cover are not blocked.**

4. Wash filter baskets and handles in warm soapy water and rinse thoroughly under hot running water.
5. Remove metal and plastic drip trays and wash thoroughly.
6. Use a clean, wet paper towel or soft cloth to remove marks on the case and polish with a clean, dry paper towel or soft cloth.

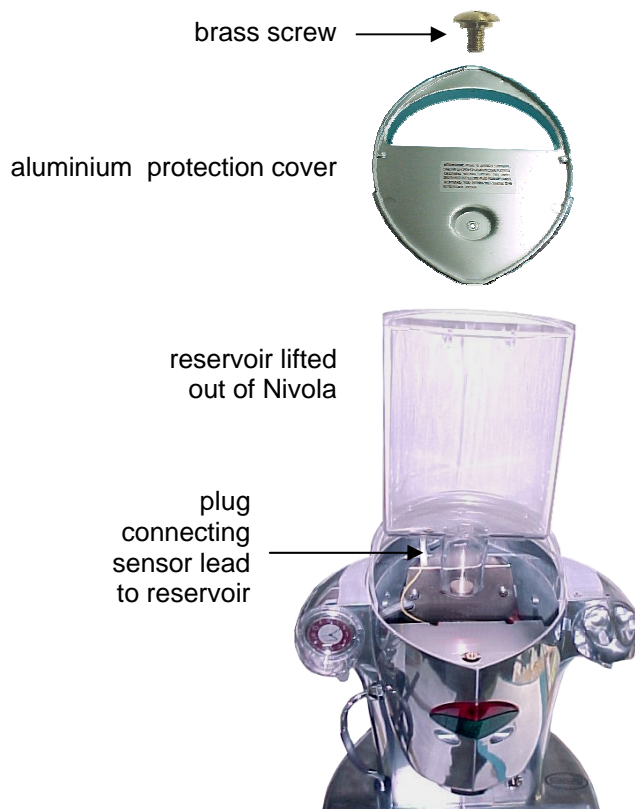


Do not use alcohol, solvents or abrasives of any sort on the case.

### Water reservoir

The water reservoir can be removed for cleaning.

- Unplug the Nivola from the power outlet.
- Remove cup heating tray.
- Undo and remove brass screw (can be left finger tight).
- Lift and remove the aluminium protection cover.
- Lift plastic reservoir out of Nivola and, if necessary, unplug the lead from the bottom of the reservoir. (This lead connects to a water level sensor in the reservoir. It's therefore essential to reconnect the lead before the reservoir is put back.)



***Removing the reservoir for cleaning. Make sure the sensor lead is reconnected when replacing the reservoir.***

## Weekly

- *With a dishwasher:*

You can wash the coffee baskets, drip tray, warming tray and drip tray cover in a dishwasher. To wash the coffee handle in a dishwasher, first unscrew and remove the bakelite handle.

- *With commercial espresso machine cleaning chemical*

1. Put three teaspoons of cleaning chemical into half a litre of hot water.
2. Remove coffee basket from coffee handle and place into the solution to soak for 20 to 30 minutes.
3. Rinse and wash all parts with warm soapy water.
4. Rinse thoroughly in hot water.

Remember to clean the coffee handle, cup warming tray, drip tray, underneath the drip tray, and the metal drip tray cover.