



## 12 CUP COFFEEMAKER User Guide

Item: 757147



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Welcome to the world of full-flavored coffee with the Ginny’s Brand 12-Cup Coffeemaker! Make your mornings (and your afternoons) more enjoyable! Not just functional, it’s a great color accent for your kitchen, and so easy to use — it’s a “must-have” for your countertop. Enjoy!

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# IMPORTANT SAFEGUARDS

## **READ CAREFULLY BEFORE USING AND SAVE THESE INSTRUCTIONS!**

- FOR HOUSEHOLD USE ONLY. Do not use this appliance for other than its intended use.
- REMOVE all packaging materials and labels before first use. Please dispose of the packaging materials via the appropriate recycling system, in an environmentally-friendly manner.
- WASH all removable parts before first use. See Cleaning & Care.
- A SHORT CORD is provided to reduce the hazards resulting from entanglement or tripping. Do not drape the cord over the counter or tabletop, where it can be pulled on or tripped over. Never wrap the cord tightly around the appliance, as this could cause the cord to fray or break.
- We do not recommend using an extension cord with this appliance. However, IF AN EXTENSION CORD IS USED, the marked electrical rating should be at least as great as the electrical rating of this appliance.
- CLOSE SUPERVISION is necessary when using this appliance near CHILDREN.
- A fire may occur if this appliance is used near FLAMMABLE MATERIALS, including curtains, towels, walls, etc. Do not place any paper, plastic, or other non-food items in the appliance. Do not place the appliance or its cord on or near a heated surface, or in a heated oven.
- This appliance should always be used on a STABLE, DRY, HEAT-RESISTANT SURFACE. Do not use near water.
- Do not use an accessory or attachment not recommended by Ginny's, as this may cause injury, or damage the appliance.
- Always use OVEN MITTS when handling hot food or appliances. Do not attempt to move an appliance when it is hot or has hot contents.
- Do not use outdoors.
- Turn OFF AND UNPLUG this appliance when not in use.
- NO SERVICEABLE PARTS INSIDE THIS APPLIANCE.
- DO NOT USE AN APPLIANCE WITH A DAMAGED CORD OR PLUG, OR AFTER THE APPLIANCE MALFUNCTIONS, OR HAS BEEN DAMAGED IN ANY MANNER.

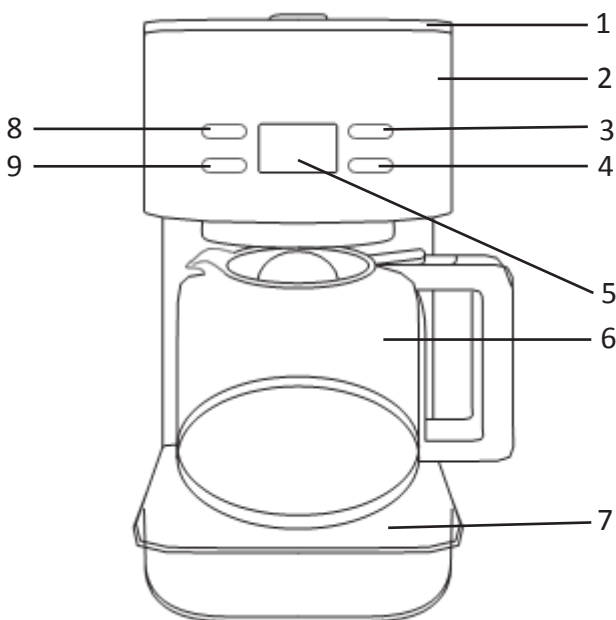
# ELECTRICAL SAFETY

This appliance is equipped with a polarized plug in which one prong is wider than the other. This is a safety feature to reduce the risk of electrical shock. The plug will fit into a polarized outlet only one way. If you are unable to insert the plug into the outlet, try reversing the plug. If it still does not fit, contact a qualified electrician. Do not attempt to modify the plug in any way. Ginny's cannot accept any liability for damage or injury resulting from failure to observe these safety procedures.

## SPECIFICATIONS

POWER RATING	120 V, 60 Hz, 900 W
CORD LENGTH	32"
DIMENSIONS	6.5" x 8.25" x 12.75"
MODEL	GGM12R (RED), GCM12B (BLUE), GCM12C (COPPER), GCM12SS (STAINLESS STEEL)

# GET TO KNOW YOUR APPLIANCE



1. Lid
2. Water Reservoir
3. ON/OFF Button
4. HOUR Button
5. Display Screen
6. Carafe
7. Warming Plate
8. PROG Button
9. MIN Button
10. Water Level Indicator (not shown, left side)
11. Coffee Filter and Basket (not shown, under Lid)

# HOW TO OPERATE

## ***BEFORE FIRST USE, RUN ONE BREW CYCLE WITH CLEAR WATER***

1. Fill the carafe with 12 cups of with cool water and pour it into the water reservoir.
2. Make sure the basket and coffee filter are properly seated under the coffee lid and the handle on the basket is down.
3. Plug the coffee maker into an electrical outlet. The display screen will illuminate and show the clock.
4. Press ON/OFF. The ON/OFF red light will turn on. The brew cycle will begin.
5. After the cycle is complete, press ON/OFF to turn off the coffeemaker. Discard the water.
6. Let the carafe cool completely before washing with soapy water.

## ***SETTING THE CLOCK***

1. Touch PROG once and CLOCK will appear on the display.
2. Use HOUR and MIN buttons to set the current time. Make sure to select AM/PM.
3. When set, the time will appear on the digital display.

# HOW TO OPERATE

## **BREWING COFFEE**

1. Fill the carafe with 12 cups of cold water and pour into the water reservoir.
2. Make sure the basket and coffee filter are properly seated under the coffee lid and the handle on the basket is down.

**Note:** A paper cone filter #4 may also be used in place of the permanent filter.

3. Follow the coffee manufacturer's recommended serving size and add coffee to the coffee filter for each cup desired, increasing or decreasing to suit individual taste.
4. Press ON/OFF. The ON/OFF red light will illuminate. The brew cycle will begin.
5. After the cycle is complete, the coffee maker will keep coffee warm for 2 hours then will automatically shut off.

## **SETTING THE TIMER FOR DELAY BREWING**

1. The clock must be set for the programming function to work.
2. Touch PROG twice until the display shows TIMER.
3. Use HOUR and MIN buttons to set the desired brewing time.
4. Touch ON/OFF twice. The blue light behind PROG will illuminate.
5. Brewing will begin at the pre-set time. The ON/OFF red light will illuminate when brewing begins and the blue light behind PROG will go out.
6. After the cycle is complete, the coffeemaker will keep coffee warm for 2 hours then will automatically shut off.

# HOW TO OPERATE

## ***KEEP WARM AND AUTO SHUTOFF***

After brewing, the coffeemaker will keep brewed coffee warm for 2 hours then will automatically shut off.

## ***PAUSE AND SERVE***

If at any time during the brewing process the carafe is removed from the warming plate, the brewing process will pause until the carafe is placed back onto the warming plate. Coffee will not begin to drip again until the carafe is replaced.

**WARNING:** TO AVOID DAMAGE TO THE UNIT, SPILLS OR BURNS, USE THE PAUSE AND SERVE FEATURE ONLY AS DIRECTED. DO NOT PLACE A MUG OR CUP ON THE WARMING PLATE.

## ***BEFORE MAKING A SECOND POT:***

Turn the coffeemaker off and allow to cool for 10 minutes before brewing a second pot of coffee. Empty and add new coffee grounds. **To avoid putting cold water into a hot carafe and causing damage to the carafe, place carafe on the warming plate and use another container to pour cold water into water reservoir.** Use the water level indicator to determine water level.



# CLEANING & CARE

1. Turn off and unplug the appliance.
2. Always allow the appliance to cool completely before cleaning.
3. Remove any remaining coffee grounds.
4. Do not use abrasive brushes or pads, or harsh cleaning solutions.
5. Remove the filter, basket and carafe, and wash in warm soapy water, or wash in the dishwasher (top rack only).
6. Wipe down the exterior of the coffee maker with a damp cloth and dry thoroughly.
7. This coffee maker may be cleaned with vinegar if you have hard water. Fill the carafe half full with white vinegar, pour into the reservoir and run a brewing cycle. Turn off and let cool completely. Then run a second brewing cycle with a full carafe of water.
8. Do not immerse any electrical appliance, its cord, or its plug, into water.
9. Ensure all parts are dried thoroughly before using or storing the coffeemaker. Store appliance in its box or in a clean, dry place. ALWAYS store the coffeemaker in an upright position.

# TROUBLESHOOTING

Problem	Cause	Remedy
Water leaking from bottom of reservoir or top of carafe	The carafe is not positioned correctly	Make sure top of carafe lines up with opening in the bottom of the reservoir
Coffee drips too slow or overflows from the coffee filter	Coffee is ground too finely	Use coarser ground coffee
	Nylon filter is dirty	Clean the nylon filter with clean water
Residue in the bottom of the carafe	Coffee is ground too finely	Use coarser ground coffee
	Nylon filter is dirty	Clean the nylon filter with clean water or use a #4 paper filter
Coffeemaker not making coffee	Heater may overheat, causing unit to shut down	Try again after a few minutes
	Not enough water	Add water to reservoir

# NOTES

# WARRANTY

Ginny's warrants this product free from defects in material and workmanship for one year from provable date of purchase.

Within this warranty period, Ginny's will repair or replace, at its option, defective parts at no charge, provided the product is returned, freight prepaid with proof of purchase to Ginny's. Allow 2-4 weeks for return shipping.

This warranty does not cover improper installation, misuse, abuse or neglect on part of the owner. Warranty is also invalid in any case that the product is taken apart or serviced by an unauthorized service station.

This warranty gives you specific legal rights and they may vary from state to state.

THE FOREGOING WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES AND CONDITIONS, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THOSE OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.



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