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ECP 3630 - 3420 - 3220

## COFFEE MAKER

Instructions for use. Keep these instructions

Visit [www.delonghiregistration.com](http://www.delonghiregistration.com) to register  
your product

Visit [www.delonghi.com](http://www.delonghi.com) for a list of service centers  
near you.

## ELECTRIC CHARACTERISTICS

120V ~ 60 Hz 1100 W



## MACHINE À CAFÉ

Mode d'emploi . Conservez cette notice

Visitez [www.delonghiregistration.com](http://www.delonghiregistration.com) pour  
enregistrer votre produit en ligne.

Visitez [www.delonghi.com](http://www.delonghi.com) pour y voir une liste des  
centres de réparation proches de chez vous.

## CARACTÉRISTIQUES ÉLECTRIQUES

120V ~ 60 Hz 1100 W

## CAFETERA

Repase y guarde estas instrucciones.

Lea cuidadosamente este instructivo antes de usar  
su aparato.

Visite [www.delonghiregistration.com](http://www.delonghiregistration.com) para registrar  
su producto en línea.

Visite [www.delonghi.com](http://www.delonghi.com) para ver la lista de  
centros de servicios cercanos a usted.

## CARACTERISTICAS ELECTRICAS:

120V ~ 60 Hz 1100 W

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**DeLonghi**

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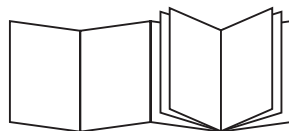
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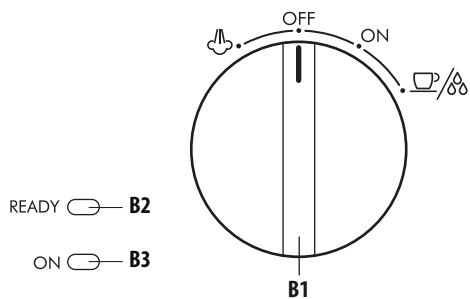
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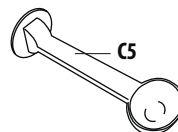
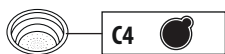
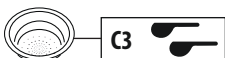
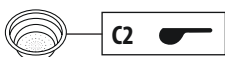
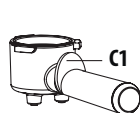
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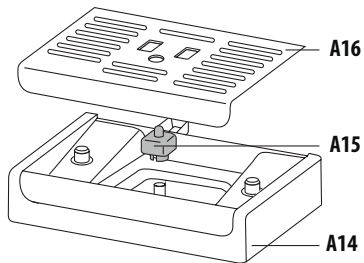
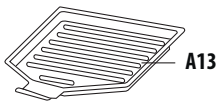
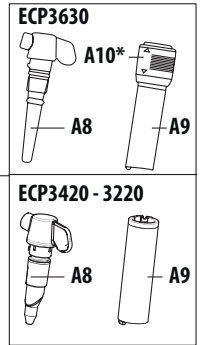
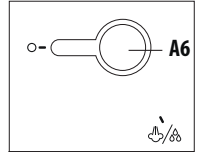
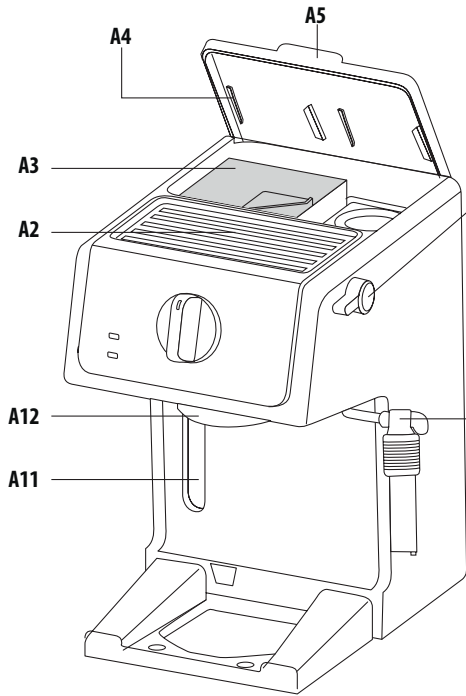
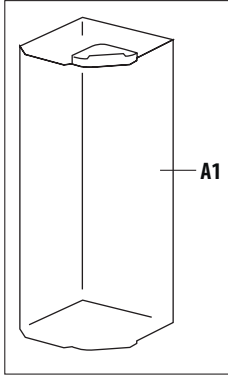
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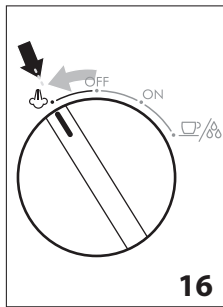
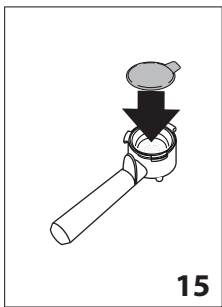
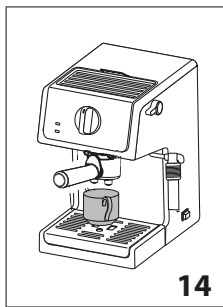
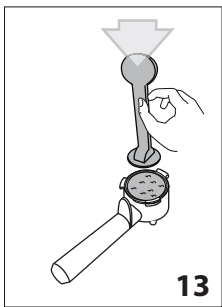
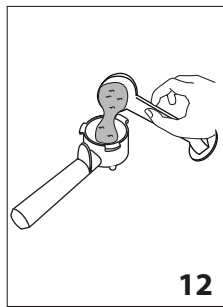
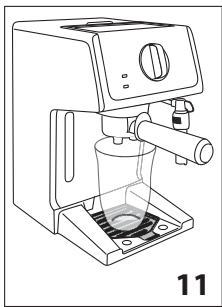
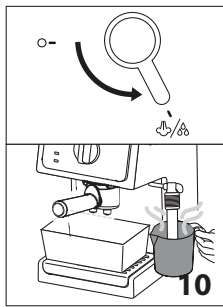
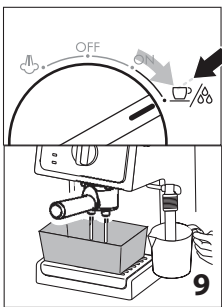
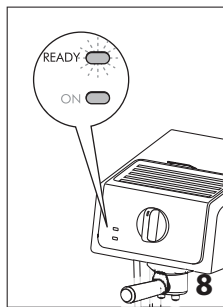
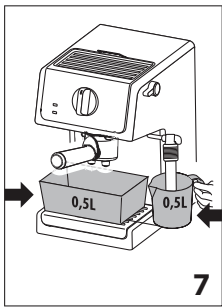
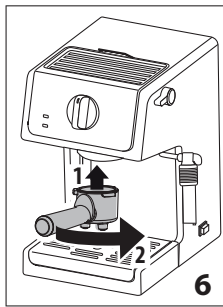
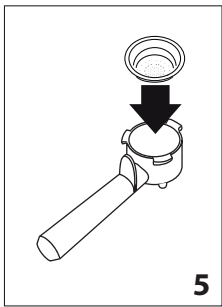
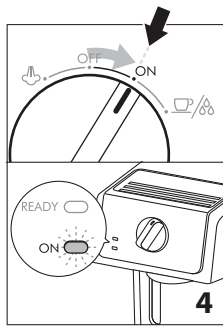
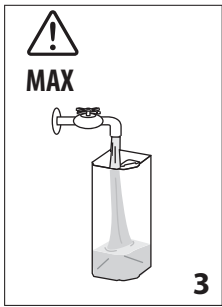
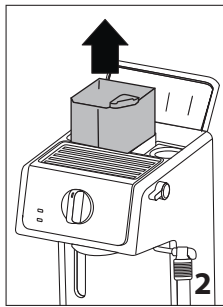
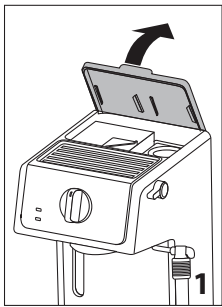


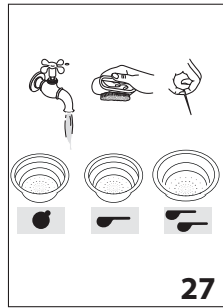
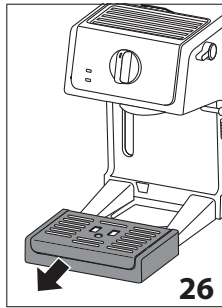
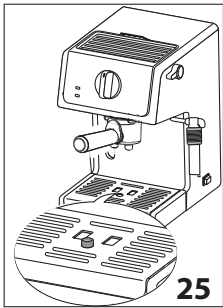
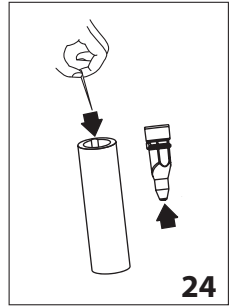
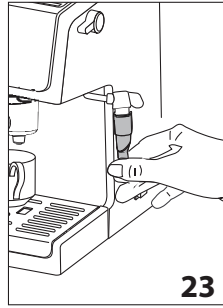
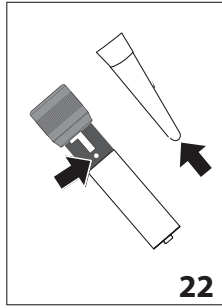
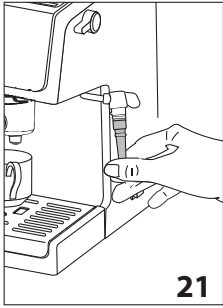
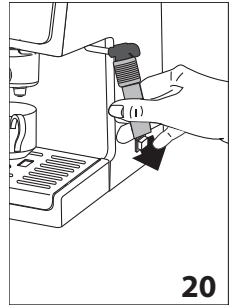
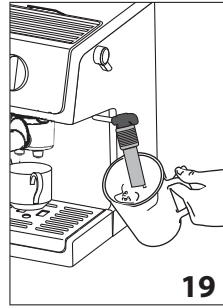
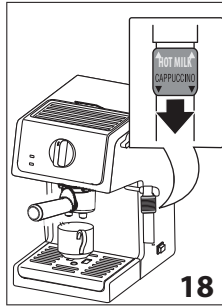
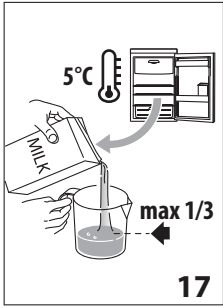
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**A**







# IMPORTANT SAFEGUARDS

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When using electrical appliances, basic safety precautions should always be followed, including the following:

- Read all instructions.
- Do not touch hot surfaces. Use handles and knobs.
- To protect against fire, electrical shock and personal injury, do not immerse cord, plug or appliance in water or other liquid.
- Never allow the appliance to be used by children.
- Unplug from the outlet when not in use and before cleaning. Allow to cool before fitting or taking off parts, and before cleaning the appliance.
- Do not operate with a damaged cord or plug, or after the appliance malfunctions, or has been damaged in any manner. Return the appliance to the nearest authorized service facility for examination, repair or adjustment.
- The use of accessory attachments or spare parts not recommended by the appliance manufacturer may result in fire, electrical shock or personal injury.
- Do not use outdoors.
- Do not let the cord hang over the edge of the table or counter, or touch hot surfaces.
- Do not place on or near a hot gas or electrical burner, or in a heated oven.
- Plug cord into the wall outlet. To disconnect, turn any control to "off", then remove plug from wall outlet.
- Do not use the appliance for other than the intended use. This appliance is to be utilized for domestic use only. Any other use is to be considered improper and therefore, dangerous.

**WARNING: To reduce the risk of fire or electric shock, do not remove the exterior of the unit or the cover. Don't attempt to repair or modify the machine, doing so will void the warranty. Repair should be done by authorized service personnel only!**

## SAVE THESE INSTRUCTIONS

THIS PRODUCT IS FOR HOUSEHOLD USE ONLY

## SHORT CORD INSTRUCTIONS

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- A short power cord is provided to reduce risks resulting from becoming entangled in or tripping over a longer cord.
- Longer, detachable power supply cords or extension cords are available and may be used if care is exercised in their use.
- If an extension cord is used, the marked electrical rating should be at least as great as the electrical rating of the appliance. If the appliance is provided with 3- wire, grounding type cord, the extension should be a GROUNDING TYPE 3 - WIRE CORD. The longer cord should be arranged so that it will not drape over the counter-top or table top where it can be pulled on by children or tripped over.
- Your product is equipped with a polarized alternating current line plug (a plug having one blade wider than the other). This plug will fit into the power outlet only one way. This is a safety feature. If you are unable to insert the plug fully into the outlet, try reversing the plug. If the plug should still fail to fit, contact your electrician to replace your obsolete outlet. Do not defeat the safety purpose of the polarized plug.

## IMPORTANT SAFEGUARDS

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### Symbols used in these instructions

Important warnings are identified by these symbols.

It is vital to respect these warnings.



#### **Danger!**

Failure to observe the warning could result in life threatening injury by electric shock.



#### **Important!**

Failure to observe the warning could result in injury or damage to the appliance.



#### **Danger of burns!**

Failure to observe the warning could result in scalds or burns.



#### **Please note:**

This symbol identifies important advice or information for the user.

### Instruction for use

Read this Instruction for Use carefully before using the appliance. Failure to follow this Instruction for Use may result in burns or damage to the appliance.

The manufacturer is not liable for damage deriving from failure to respect this Instruction for Use.



#### **Please note:** Keep this Instruction for Use.

If the appliance is passed to other persons, they must also be provided with this Instruction for Use.

### Checking the appliance

After removing the packaging, make sure the product is complete and undamaged and that all accessories are present.

Do not use the appliance if it is visibly damaged.

Contact De'Longhi Customer Services.

## DESCRIPTION

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### Description of the appliance

(page 3 - A )

- A1. Removable water tank
- A2. Cup shelf
- A3. Water tank housing
- A4. Accessories holder (coffee filters)
- A5. Lid
- A6. Steam/hot water delivery knob
- A7. Cappuccino maker (\*\*different according to the model)
- A8. Cappuccino maker nozzle
- A9. Spout
- A10. Cappuccino maker selection ring (\*some models only)
- A11. Water level display
- A12. Boiler outlet
- A13. Mug or high glass tray
- A14. Drip tray
- A15. Drip tray full indicator
- A16. Cup tray

### Description of the control panel

(page 3 - B )

- B1. ON/OFF - selector dial
- B2. READY pilot light
- B3. ON pilot light

### Description of the accessories

(page 3 - C )

- C1. Filter holder
- C2. Filter 1 shot
- C3. Filter 2 shots
- C4. ESE pod filter
- C5. Measuring spoon/tamper

## INSTALLING THE APPLIANCE

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#### **Important!**

When you install the appliance, you should respect the following safety warnings:

- Water penetrating the appliance could cause damage. Do not place the appliance near taps or sinks.
- The appliance could be damaged if the water it contains freezes. Do not install the appliance in a room where the temperature could drop below freezing point.
- Arrange the power cable in such a way that it cannot be damaged by sharp edges or contact with hot surfaces (e.g. electric hot plates).
- The appliance gives off heat. After positioning the appliance on the worktop, leave a space of at least 3 cm be-



tween the surfaces of the appliance and the side and rear walls and at least 15 cm above the coffee maker.

## Connecting the appliance



Check that the mains power supply voltage corresponds to that indicated on the rating plate on the bottom of the appliance. Connect the appliance to an efficiently earthed and correctly installed socket with a minimum current rating of 10A only. If the power socket does not match the plug on the appliance, have the socket replaced with a suitable type by a qualified professional.

## FILLING THE WATER TANK

1. Open the lid (fig. 1) and extract the tank by pulling it upwards (fig. 2);
2. Fill the tank with fresh clean water, taking care not to exceed the MAX level (fig. 3). Put the tank back in the appliance, pressing lightly to open the valves located on the bottom of the tank;
3. More simply, the tank can also be filled without extracting it by pouring the water directly from a jug.



Never operate the appliance without water in the tank or without the tank. Check the water level in the water tank by the display (A11).

## SETTING UP THE APPLIANCE

1. Turn the knob to **ON** position to switch on the appliance (fig. 4): the **ON** pilot light turns on;
2. Insert the required coffee filter (1 or 2 cups) in the filter holder (fig. 5);
3. Attach the filter holder onto the machine without filling it with ground coffee (fig. 6);
4. Place a 0.5 l / 17 oz container under the boiler outlet and another 0.5 l / 0.51 l / 17 oz container under the cappuccino maker (fig. 7);
5. Wait until the **READY** light comes on (fig. 8) and immediately afterwards turn the selector dial to the ☐/☉ position (fig. 9) and let about half the tank discharge from the boiler outlet;
6. Then turn the steam dial to the ☁/☉ position (fig. 10) and discharge all the water remaining in the tank from the cappuccino maker;
7. Turn the steam dial back to the **0** position and the selector dial to the **ON** position;

8. Empty the two containers and replace them under the boiler outlet and the cappuccino maker and repeat points 5-6-7.

Now the appliance is ready for use.



**No water is delivered or pump is too noisy:** make sure the tank is filled and placed correctly and repeat the operation till water is delivered.

## Tips for a hotter coffee

To make espresso coffee at the right temperature, the coffee maker should be preheated as follows:

1. Turn the appliance on by turning the selector dial to **ON** position (the **ON** light comes on) (fig. 4) and attach the filter holder onto the appliance without adding pre-ground coffee (fig. 6);
2. Place a cup under the filter holder. Use the same cup to be used later to prepare the coffee, in order to preheat it;
3. Wait until the **READY** light comes on (fig. 8) and immediately afterwards turn the selector dial to the ☐/☉ position (fig. 9) and let water discharge until the **READY** light turns off, then interrupt by turning the dial to the **ON** position.
4. Empty the cup, wait until the **READY** light comes on again and then repeat the same operation.

(It is normal for a small and harmless puff of steam to be given off when removing the filter holder).

## Use of the mug or high glass tray

When using mugs or high glasses (for example, if you prepare long coffee or latte macchiato), remove the drip tray and put the mug/glass on the tray (A13 -fig. 11). Once finished the preparation, put the drip tray back in place.

## HOW TO MAKE ESPRESSO COFFEE USING PRE-GROUND COFFEE

1. Place the ground coffee filter (C2 or C3) in the filter holder  
To make one coffee, use the filter with the ☐ symbol on the bottom, to make two coffees, use the filter with the ☐/☐ symbol on the bottom;
2. To make just one coffee, place one level measure of pre-ground coffee (about 7 g/0,25 oz) in the filter (fig. 12). To make two coffees, place two loosely filled measures (about 6 g/ 0,21 oz +6 g/0,21 oz ) of pre-ground coffee in the filter. Fill the filter a little at a time to prevent the pre-ground coffee from overflowing;



**Important:** For correct operation, before filling with pre-ground coffee, make sure there are no coffee residues left in the filter from the last time you made coffee.

- Distribute the pre-ground coffee evenly and press lightly with the tamper (fig. 13). Correct pressing of the pre-ground coffee is essential to obtain a good espresso. If pressing is excessive, coffee delivery will be slow and the crema will be dark. If pressing is too light, coffee delivery will be too rapid and the crema will be skimpy and light coloured;
- Remove any excess coffee from the rim of the filter holder and attach to the appliance. Turn the handle firmly towards the right (fig. 6) to avoid water leaking out;
- Place the cup or cups under the filter holder spouts (fig. 14). You are recommended to warm the cups before making coffee by rinsing them with a little hot water;
- Make sure the **READY** light (fig. 8) is on (if off, wait until it comes on), then turn the selector to the ☐/☉ position. When the desired amount of coffee has been delivered, turn the selector to the **ON** to interrupt the flow;
- To remove the filter holder, turn the handle from right to left;



**Danger of burns!** To avoid splashes, never remove the filter holder while the appliance is delivering coffee.

- To turn the appliance off, turn the selector to the **OFF** position.

## HOW TO PREPARE ESPRESSO COFFEE USING PODS

- Preheat the appliance as described in the section “Tips for a hotter coffee”, making sure the filter holder is attached. This obtains a hotter coffee;



**Please note:** Please note. Use pods conforming to the ESE standard, indicated on the pack by the following symbol. The ESE standard is a system accepted by leading pod producers and enables espresso coffee to be prepared simply and cleanly.



- Place the filter for coffee pods (with the ☉ symbol on the bottom) in the filter holder;
- Insert the pod, centring it as far as possible on the filter (fig. 15). Always follow the instructions on the pod pack to position the pod on the filter correctly;
- Attach the filter holder to the appliance. Always turn as far as it will go (fig. 6);
- Proceed as in points 5, 6 and 7 in the previous section.

## HOW TO MAKE CAPPUCCINO

- Prepare the espresso coffees as described in the previous sections, using sufficiently large cups;
- Turn the selector to the ☉ position (fig. 16) and wait until the **READY** light comes on;
- In the meantime, fill a recipient with about 100 grams of milk for each cappuccino to be prepared. The milk must be

at refrigerator temperature (not hot!). In choosing the size of the recipient, bear in mind that the milk doubles or triples in volume (fig. 17);



**Please note:** You are recommended to use 2% milk and at refrigerator temperature.

- ECP 3630 only:** Make sure the ring (A10) on the cappuccino maker is positioned in the CAPPUCINO position (fig. 18);
- Place the recipient containing the milk under the cappuccino maker;
- Wait until the **READY** light comes on. This indicates that the boiler has reached the ideal temperature for steam production;
- Open the steam turning the steam dial to the ☉/☉ position for a few seconds to eliminate any water in the circuit. Close the steam;
- Immerse the cappuccino maker in the milk about 5 mm (fig. 19) and turn the steam dial to the ☉/☉ position. The milk now starts to increase in volume and take on a creamy appearance;
- When the milk has doubled in volume, immerse the cappuccino maker deeply and continue heating the milk. When the required temperature is reached (60°C is ideal), interrupt steam delivery by turning the steam dial to 0 position and turn the selector to the **ON** position;
- Pour the frothed milk into the cups containing the espresso coffee prepared previously. The cappuccino is ready. Sweeten to taste and if desired, sprinkle the froth with a little cocoa powder.



**Please note:**

- To prepare more than one cappuccino, first make all the coffees then at the end prepare the frothed milk for all the cappuccinos.
- To make coffee again after the milk has been frothed, first cool the boiler, or the coffee will be burnt. To cool it place a container under the boiler outlet, turn the selector to the ☐/☉ position and discharge water until the **READY** light goes off. Return the selector to the **ON** position and then proceed to make coffee.

You are recommended to deliver steam for a maximum of 60 seconds and never to froth milk more than three times consecutively.

## MAKING HOT MILK (WITHOUT FROTH) (ECP3630 ONLY)


To make hot milk without froth, proceed as described in the above section, making sure the ring (A10) on the cappuccino maker is positioned upwards in the “HOT MILK” position.

## CLEANING THE CAPPUCCINO MAKER AFTER USE



**Important!** For hygiene reasons, the cappuccino maker should always be cleaned after use.

Proceed as follows:

1. Turn the steam dial to the  position (steps 2- 6 and 7 of the cap. "How to make cappuccino". This causes the cappuccino maker to discharge any milk left inside. Turn the steam dial to **0** position and the selector dial to **ON** position;
2. Wait for a few minutes to allow the steam spout to cool. Unscrew the cappuccino maker by turning it clockwise (fig. 20) and wash it thoroughly with warm water;



### ECP3630 model

3. Remove the nozzle from by pulling it downwards (fig. 21);
4. Move the ring upwards and make sure the hole shown by the arrow in fig. 22 is not blocked. If necessary, clean with a pin;
5. Replace the nozzle, move the ring downwards and put the cappuccino maker back on the nozzle, turning it and pushing it upwards until it is attached.

### ECP3420 and ECP3220 models

3. Remove the nozzle from by pulling it downwards (fig. 23);
4. Make sure the holes shown in fig. 24 are not blocked. If necessary, clean with a pin;
5. Replace the nozzle and the cappuccino maker back on the nozzle, turning it and pushing it upwards until it is attached.

## HOT WATER

1. Turn the appliance on by turning the selector dial to ON (fig. 4). Wait the **READY** indicator light comes on;
2. Place a recipient under the cappuccino maker;
3. When the **READY** indicator light comes on, turn the selector dial to the  position and at the same time, rotate the steam dial to the  position: Hot water is delivered from the cappuccino maker;
4. To interrupt delivery of hot water, rotate the steam dial to **0** position and turn selector dial to **ON**.

You should not deliver hot water for more than 60 seconds.

## CLEANING


### Cleaning the machine

The following parts of the machine must be cleaned regularly:

- the drip tray (A14)
- the coffee filters (C2, C3 and C4);
- the boiler outlet (A12);
- the water tank ( A1);
- the cappuccino maker (A7) as described in section "Cleaning the cappuccino maker after use".

### **Important!**

- Do not use solvents, abrasive detergents or alcohol to clean the coffee machine.
- Do not use metal objects to remove encrustations or coffee deposits as they could scratch metal or plastic surfaces.

 **Danger!** While cleaning, never immerse the coffee maker in water. It is an electrical appliance.

### **Please note:**

*If the appliance is not used for more than 3/4 days, before using it again, we strongly recommend you rinse the internal circuits through as described in Setting up the appliance".*

### Cleaning the drip tray

#### **Important!**

The drip tray is fitted with a level indicator (red) showing the level of water it contains. Before the indicator protrudes from the cup tray (fig. 25), the drip tray must be emptied and cleaned, otherwise the water may overflow the edge and damage the appliance, the surface it rests on or the surrounding area.

1. Remove the drip tray (fig. 26);
2. Remove the cup tray, empty the water and clean the drip tray with a cloth, then reassemble the drip tray. Extract the mug of high glass tray (A13), clean with water, dry and put it back in its housing;
3. Put the drip tray back in place.

### Cleaning the coffee filters

Clean the coffee filters regularly by rinsing under running water. Make sure the holes are not blocked. If necessary, clean with a pin (fig. 27).

### Cleaning the boiler outlet

After every 200 coffees, rinse the boiler outlet by delivering about 0.5 l / 17 oz of water from the boiler outlet.




### Cleaning the water tank

1. Clean the water tank regularly (about once a month) and whenever you replace the water softener filter (C7, \*if used) with a damp cloth and a little mild washing up liquid;
2. Remove the filter (\*if present) and rinse with running water;
3. Replace the filter (\*if provided), fill the tank with fresh water and replace the tank.

### DESCALING

We recommend descaling the coffee maker about every 200 coffees. We recommend using the De'Longhi descaler (purchase separately).

Proceed as follows:

1. Fill the tank with the descaler solution, obtained by diluting the descaler with water following the instructions on the pack;
2. Turn the selector dial to the **ON** position;
3. Make sure the filter holder is not attached and place a recipient under the cappuccino maker;
4. Wait until the **READY** light comes on;
5. Turn the selector to the /☉ position and deliver about 1/4 of the solution in the tank: from time to time turn the steam dial to the /☉ position to discharge steam. Then interrupt delivery by turning the selector to the **ON** position and leave the solution to work for about 5 minutes;
6. Repeat point 5 another 3 times, until the tank is empty;
7. To eliminate residues of descaler solution, rinse the tank well and fill it with clean water (without descaler);
8. Turn the selector to the /☉ position and deliver water until the tank is empty;
9. Repeat points 7 and 8.

## TROUBLESHOOTING

Below is a list of some of the possible malfunctions.

If the problem cannot be resolved as described, contact Customer Services.

PROBLEM	POSSIBLE CAUSE	SOLUTION
No espresso coffee is delivered	No water in the tank	Fill the tank with water
	The holes in the filter holder are blocked	Clean the filter holder spout holes
	The espresso boiler outlet is blocked	Clean as described in the "Cleaning" section
	Limescale in the water circuit	Descale as described in the "Descaling" section
The espresso coffee drips from the edges of the filter holder rather than the holes	The filter holder has been inserted incorrectly or is dirty	Attach the filter holder correctly and rotate firmly as far as it will go
	The holes in the filter holder spouts are blocked	Clean the filter holder spout holes
	The espresso boiler gasket has lost elasticity or is dirty	Have the espresso boiler gasket replaced by Customer Services
The espresso coffee is cold	The READY light is not on when coffee delivery is selected	Wait until the READY light comes on
	No preheating was done	Pre-heat as indicated in the "Tips for a hotter coffee" section
	The cups were not preheated	Pre-heat the cups with hot water
	Limescale in the water circuit	Descale as described in the "Descaling" section
The pump is excessively noisy	The water tank is empty	Fill the tank
	The tank is not correctly in place and the valve on its base is not open	Press the tank down lightly to open the valve on the bottom
	There are air bubbles in the tank connector	Follow the instructions given in the "Hot water" section until water is delivered

The coffee is dripping too slowly (delivered from the spout too slowly)	The pre-ground coffee is pressed down too firmly	Press the coffee down less firmly
	There is too much pre-ground coffee	Reduce the quantity of pre-ground coffee
	The espresso boiler outlet is blocked	Clean as indicated in the "Cleaning" section
	The filter is blocked	Clean as indicated in the "Cleaning" section
	The pre-ground coffee is too fine or damp	Use only pre-ground coffee for espresso coffee makers and make sure it is not damp
	The wrong type of pre-ground coffee is being used	Use a different type of pre-ground coffee
The coffee has an acid taste	Inadequate rinsing after descaling	After descaling rinse the appliance as indicated in the "Descaling and Rinse" section
No milk froth is formed when making cappuccino	<b>ECP3630 model:</b> The ring on the cappuccino maker is NOT in the cappuccino position.	<b>ECP3630 model:</b> Place the ring in the CAPPUCINO position.
	Milk not cold enough	Always use 2% milk at refrigerator temperature.
	Cappuccino maker dirty	Clean the holes in the cappuccino maker thoroughly
	Limescale in the water circuit	Descale as described in the "Descaling" section