1 FILLING THE WATER RESERVOIR

- Twist the Water Reservoir counter-clockwise and remove for easy filling.
- Fill with fresh, filtered water up to the carafe line, marked on the outside of the Water Reservoir. Auto-iQ™ knows just the right amount of water to draw from it for the size and brew you select. Before you brew, always be sure the Water Reservoir is filled above the minimum fill line for your desired size.
- Twist the Water Reservoir clockwise to lock into place.

**Note:** There may be water left in the reservoir after a brew. This is normal since the water is automatically metered based on your brew selection.

2 FILLING THE BREW BASKET

- Slide the Brew Basket out for easy filling.
- If using a paper filter, first remove the permanent filter, then fold a #4 paper cone filter along the seams and insert firmly into the brew basket.
- Using the provided Ninja scoop, scoop the appropriate amount of ground coffee for your drink size into the filter.

<table>
<thead>
<tr>
<th>SINGLE SERVE</th>
<th>CARAFE</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUP</td>
<td>TRAVEL MUG</td>
</tr>
<tr>
<td>2–3 Scoops</td>
<td>3–4 Scoops</td>
</tr>
<tr>
<td>2–3 Tbsp.</td>
<td>3–4 Tbsp.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TABLESPOONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Serve Side</td>
</tr>
<tr>
<td>2–3 Scoops</td>
</tr>
<tr>
<td>CARAFE Side</td>
</tr>
<tr>
<td>2–3 Scoops</td>
</tr>
</tbody>
</table>
3. PLACING YOUR CUP, TRAVEL MUG, OR CARAFE

Brew a Single Cup
- Remove the carafe and fold down the cup platform.
- Place a 12-oz. (or larger) cup or mug on the cup platform.

Brew a Travel Mug
- Remove the carafe.
- Place a 16-oz. (or larger) travel mug on the base of the Coffee Bar.

Brew a Carafe
- Make sure the cup platform is folded up.
- Set the carafe in place on the base of the Coffee Bar.

MAKING ICED COFFEE?
Fill your cup, travel mug, or carafe with ice before placing under the brew basket.

IMPORTANT NOTICE: Do not use glassware.

4. CHOOSE YOUR SIZE

Select your size on the multi-serve dial.

NOTE: The size you select remains illuminated in standby mode and does not shut off.

NOT ALL CUPS ARE CREATED EQUAL
Our “cup” is larger than the 5-oz. cup size you may be used to with other coffee makers. So, no need to use a dainty coffee cup—your favorite mug will work great.

How much will the CUP and TRAVEL MUG settings actually make?*

<table>
<thead>
<tr>
<th>SIZE</th>
<th>CLASSIC</th>
<th>RICH</th>
<th>OVER ICE (filled with ice)</th>
<th>OVER ICE (coffee only)</th>
<th>SPECIALTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUP</td>
<td>9.5 oz.</td>
<td>8.8 oz.</td>
<td>9.5 oz.</td>
<td>3.7 oz.</td>
<td>3.1 oz.</td>
</tr>
<tr>
<td>TRAVEL MUG</td>
<td>14 oz.</td>
<td>13.2 oz.</td>
<td>14 oz.</td>
<td>5.8 oz.</td>
<td>4 oz.</td>
</tr>
</tbody>
</table>

*approximate brew volumes

For how-to videos and more, visit us at www.ninjacoffebar.com | Questions? 1-877-646-5288

HOT TIP: Pre-warm your thermal carafe by rinsing the inside with hot water before you brew.

MAKING ICED COFFEE?
Fill your cup, travel mug, or carafe with ice before placing under the brew basket.

IMPORTANT NOTICE: Do not use glassware.
HOW DO I KNOW IT’S WORKING ITS MAGIC?

Each brew has a pre-infusion cycle that unlocks the flavors of your favorite coffee. The brew will begin, pause to pre-infuse, and be quiet for a short period of time before it resumes the brew.

CLASSIC BREW
Smooth, balanced flavor from your favorite coffee.

RICH BREW
Richer, more intense than Classic, but not bitter coffee flavor that stands up to milk, cream, or flavoring.

OVER ICE BREW
Specially designed to brew hot over ice to lock in flavor for freshly brewed iced coffee that is not watered down. **Always fill your vessel with ice before brewing.**

SPECIALTY BREW (CONCENTRATED COFFEE)
Super-rich concentrate designed to create all kinds of hot milk-based, iced, and frozen blended coffeehouse-style drinks.

For how-to videos and more, visit us at [www.ninjacoffebar.com](http://www.ninjacoffebar.com) | Questions? 1-877-646-5288
**COFFEE BREWING TIPS**

Is it hot in here? Or is it just the cup you’re using?

Coffeehouses traditionally serve their coffee in paper cups. And it’s not just because they’re inexpensive and easy to discard. The type of cup you brew into can drastically influence the temperature of your coffee. Take a look.

<table>
<thead>
<tr>
<th>CUP TYPE</th>
<th>CERAMIC CUP</th>
<th>NINJA® CUP</th>
<th>PAPER CUP</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUP TEMP</td>
<td>Room Temp</td>
<td>Pre-warmed with hot water</td>
<td>Pre-warmed in microwave with milk</td>
</tr>
<tr>
<td>DRINKING TEMP</td>
<td>Hot</td>
<td>Hotter</td>
<td>Hotter</td>
</tr>
<tr>
<td>WHY DOES THIS MATTER?</td>
<td>A cold ceramic mug will steal heat from the coffee</td>
<td>If the mug is already warm, it will not steal as much heat from the coffee</td>
<td>Just like your cold mug, cold milk steals heat from the coffee</td>
</tr>
</tbody>
</table>

When you just can’t wait for that first cup to be ready, don’t.

Simply close the Drip Stop to pause the brew cycle and pour your cup. Then re-open the Drip Stop to continue the brew. If you forget to re-open the Drip Stop, your Ninja Coffee Bar™ will give you a friendly audible reminder.

Want the perfect iced coffee?

**Be sure to fill your cup, travel mug, or carafe with ice before brewing.** Allowing the hot coffee to brew directly over the ice ensures you get a smooth, rich, refreshing taste every time.

IMPORTANT NOTICE: Do not use glassware.