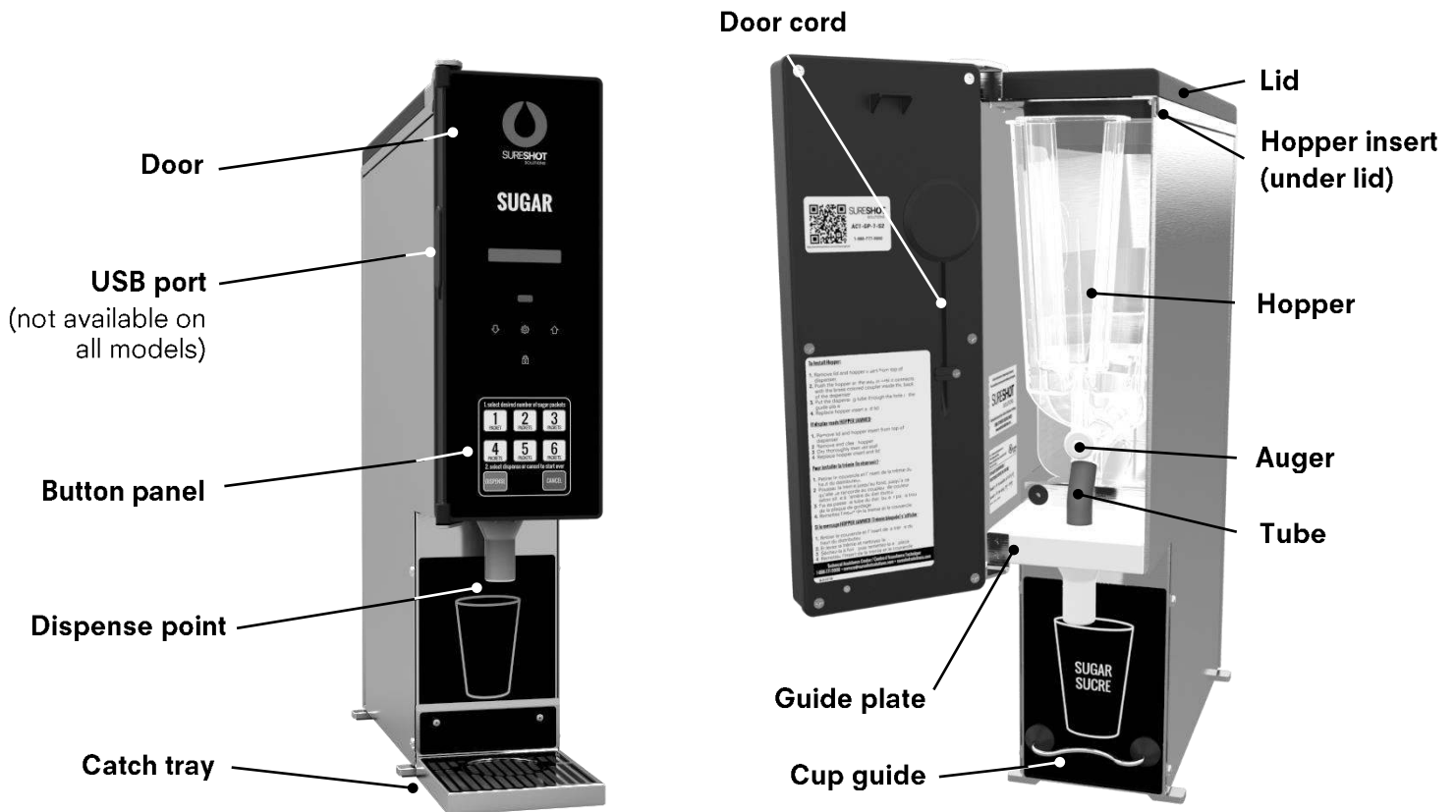


Quick Start Guide: SugarShot 2 Sugar Dispenser (Model AC1-GP)

Important: Please refer to the operations manual for more detailed instructions. Please note, your dispenser and button panel may differ from the images shown here.



OPERATING THE DISPENSER

Turn on the dispenser.

1. Plug the power cord into the receptacle at the back of the dispenser.
2. Plug the other end of the cord into a 3-prong, grounded electrical outlet.

After you have cleaned and air-dried the hopper, install it in the dispenser.

1. Attach the tube to the hopper by pushing one end of the tube over the barbed fitting on the front of the hopper.
2. Open the door.
3. Remove the lid and hopper insert by lifting them straight up and off the dispenser.
4. Hold the hopper upright and level, and slide it straight back until the hopper connects with the coupler inside the back of the dispenser.
5. Put the tube through the holes in the guide plate and the dispense point.
6. Replace the hopper insert and lid on top of the dispenser.
7. Close the door.

If you have any questions or concerns while performing this procedure, please contact the SureShot Solutions Technical Assistance Center by phone at 888 777-9990 or email at service@sureshotsolutions.com. Find other helpful instruction sheets and videos on our website: www.sureshotsolutions.com.

Fill the hopper with sugar.

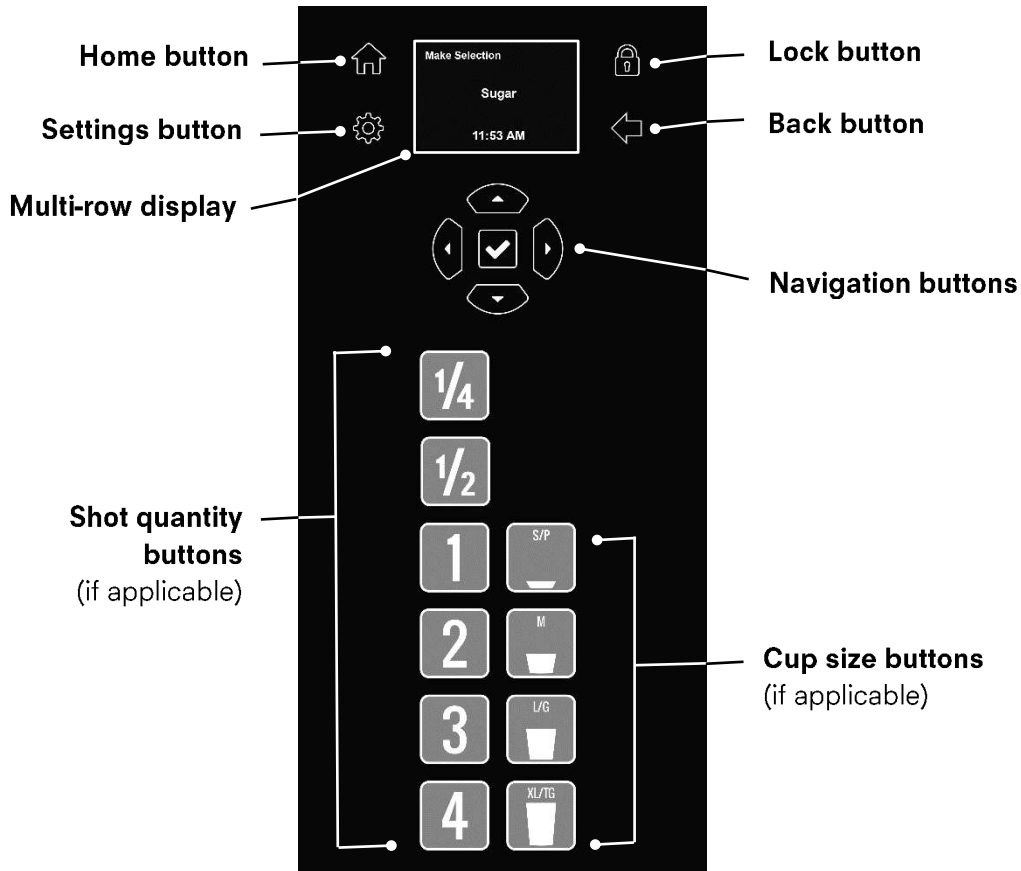
1. Remove the lid from the dispenser.
 - a. Set the lid on a clean, dry surface so it can be replaced without adding moisture or other contamination to the product.
2. Make sure there are no sugar clumps in your sugar. Sift sugar to remove any clumps. Carefully pour sugar into the hopper.
3. Make sure the hopper is filled completely, but don't overfill it above the top edge of the hopper. Do not shake or tap the sides of the dispenser after filling. If you choose to remove the hopper for filling, do not shake or tap the hopper in an effort to settle the sugar in the hopper. In both cases, this will cause the sugar to become too compact, and this may cause dispensing issues.
4. Reinstall the lid onto the dispenser.
5. Prime the dispenser by dispensing the largest portion of sugar available to your dispenser:
 - a. Place a clean, dry cup under the dispense point.
 - b. For dispensers with both shot quantity and cup size buttons, press the **largest cup size button**. For dispensers with shot quantity buttons only, press the **largest shot quantity button**. For dispensers with cup size buttons only, press the **largest cup size button**. For dispensers with shot quantity and dispense or cancel buttons, press the **largest shot quantity button** and then press the **dispense button**.
 - c. Pour the sugar back into the dispenser or discard it.
6. Calibrate the dispenser the first time you fill it. Remember to prime before you calibrate. For calibration instructions, please refer to the instructions specific to your style of button panel in the CALIBRATION section of this quick start guide.

Dispense product.

1. Place a cup under the dispense point.
2. Select the appropriate buttons:
 - **For dispensers with shot quantity and cup size buttons:**
 - a. Press the appropriate **shot quantity button** (if required). If your dispenser has a default shot quantity and the amount of sugar requested corresponds to this default, skip this step.
 - b. Press the appropriate **cup size button**. Product will dispense after this button is pressed.
 - **For dispensers with shot quantity buttons only:** Press the appropriate **shot quantity button**. Product will dispense after this button is pressed.
 - **For dispensers with cup size buttons only:** Press the appropriate **cup size button**. Product will dispense after this button is pressed.
 - **For dispensers with shot quantity and dispense or cancel buttons:** Press the appropriate **shot quantity button** and then press the **dispense button**. Product will dispense after this button is pressed. Instead of pressing the dispense button, you can press the **cancel button** to clear your selection.
3. Wait until you hear a triple beep before removing the cup. This indicates the dispense is complete.

If you have any questions or concerns while performing this procedure, please contact the SureShot Solutions Technical Assistance Center by phone at 888 777-9990 or email at service@sureshotsolutions.com. Find other helpful instruction sheets and videos on our website: www.sureshotsolutions.com.

CALIBRATION: MULTI-ROW DISPLAY BUTTON PANELS

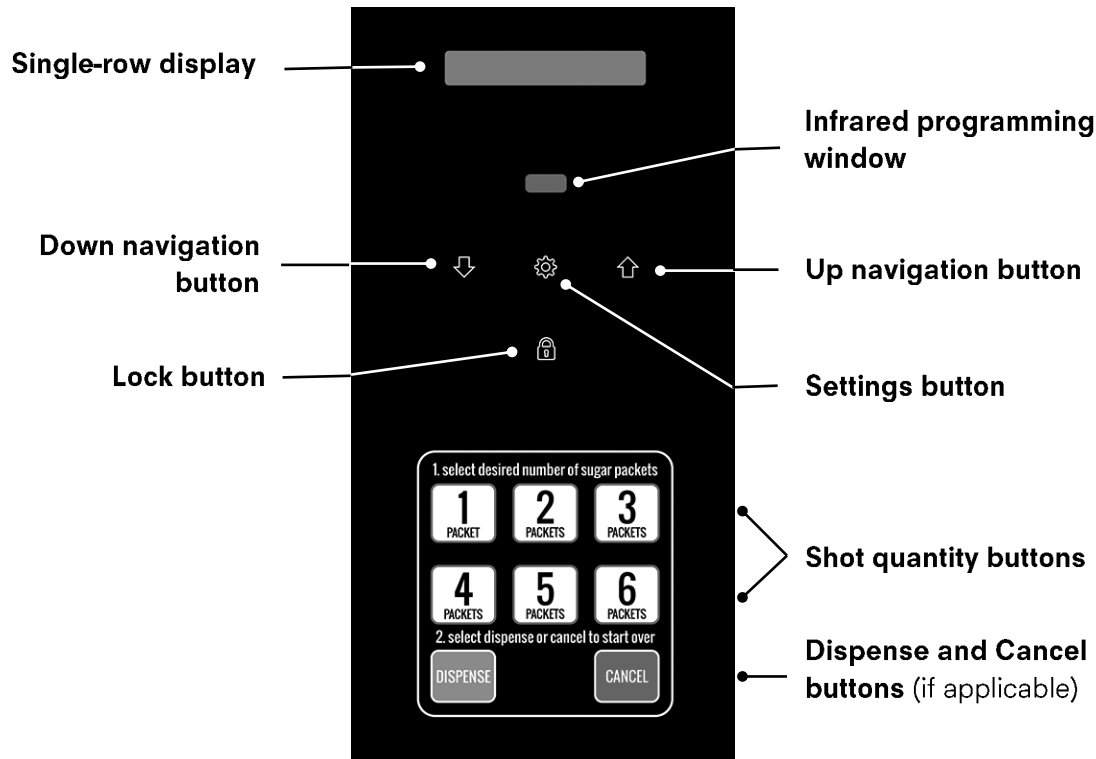


1. Press and hold the **settings button** for one second to enter the settings page.
2. If not already highlighted, press the **right or left navigation button** repeatedly until the calibration icon is highlighted.
3. Press the **☑ button**. The first page shows the current calibration value as a percentage.
4. Press the **☑ button** again to start the calibration procedure.
5. Set a digital scale to grams.
6. Place an empty cup on the scale and zero/tare the scale.
7. Place the cup under the dispense point.
8. Press the **☑ button** to dispense product. The number displayed is the expected weight in grams of the calibration test dispense.
9. Place cup with the dispensed product onto the scale to check its weight.
10. Press the **up or down navigation button** to change the displayed number to match the actual weight shown on the scale display and then press the **☑ button** to confirm the amount.
11. The display will show *Calibration complete* and will give the option to calibrate again or to exit. You may want to calibrate again; for example, you may want to verify that the dispense amounts have been corrected.

If you have any questions or concerns while performing this procedure, please contact the SureShot Solutions Technical Assistance Center by phone at 888 777-9990 or email at service@sureshotsolutions.com. Find other helpful instruction sheets and videos on our website: www.sureshotsolutions.com.

- When you are finished, press the **back button** to return to the previous screen or press the **home button** to return to dispense mode.

CALIBRATION: SINGLE-ROW DISPLAY BUTTON PANELS



- Place an empty cup on a scale set to grams and zero/tare the scale.
- Place the cup under the dispense point.
- Enter maintenance mode.
 - Press and hold the **settings button** until you hear two beeps. Release the button.
- If not already shown, press the **settings button** repeatedly until the display shows **M1 : Calibration**. The display will then show **Calibration +0%**. The display may show another value, depending on what the current calibration is set to, as the values range from -50% to +50%. The lights above the **up and down navigation buttons**, and above the **1 shot quantity button** (i.e., the test dispense button) will come on.
- Press and hold the **1 shot quantity button** to dispense product. The display will show **Dispense** and then **Dispensing...** When the dispense is complete, the display will show **Scale: 20.0** and the light above the **4 shot quantity button** (i.e., the save button) will come on. The number displayed is the expected weight in grams of the calibration test dispense.
- Place cup with the dispensed product onto the scale to check its weight.
- Press the **up or down navigation button** to change the displayed number to match the actual weight shown on the scale display. If the adjustment is large, you can press and hold the **up or down navigation button** to adjust the number faster.

If you have any questions or concerns while performing this procedure, please contact the SureShot Solutions Technical Assistance Center by phone at 888 777-9990 or email at service@sureshotsolutions.com. Find other helpful instruction sheets and videos on our website: www.sureshotsolutions.com.

8. Press and hold the **4 shot quantity button** to save the change. The display will show the new calibration.
9. Calibration is complete. You can calibrate again or exit maintenance mode. You may want to calibrate again; for example, you may want to verify that the dispense amounts have been corrected.
10. Exit maintenance mode.
 - a. Press and hold the **settings button** until you hear two beeps. The display will show `Make Selection` when you release the button.

CLEANING

Daily: Exterior and button panel; cup guide; catch tray

Clean the exterior of the dispenser and the button panel.

1. Press and hold the **lock button** on the button panel until the display shows `LOCKED` and the SureShot symbol is solid yellow. This will prevent accidentally dispensing product while you're cleaning the exterior.
2. Wipe plastic exterior surfaces using a soft cloth dampened with warm, clean, and soapy water.
3. Wipe using a soft cloth dampened with warm, clean water.
4. Dry with a soft cloth to prevent water spotting.
5. A stainless-steel cleaner is recommended for the metal surfaces. Spray cleaner on a cloth and then use cloth to wipe the exterior. Do not allow stainless-steel cleaner to come into contact with the button panel or any plastic parts. Do not use any ammonia-based cleaners, such as a window cleaner.
6. Press and hold the **lock button** to resume dispensing.

Clean the cup guide (if applicable).

1. Lift the two ends of the cup guide up to the top of the keyholes.
2. Pull the two ends of the guide out of the keyholes. It might be easier to pull out one side and then the other.
3. If a dishwasher is available, the cup guide can be cleaned on the full wash cycle. Should a dishwasher not be available, it can be cleaned following these steps.
 - a. Rinse thoroughly with warm, clean water.
 - b. Wash in hot water (minimum 140°F/60°C) with a good quality cleaner. Wash thoroughly to reach all corners and crevices.
 - c. Rinse well with warm, clean water.
4. Air-dry thoroughly.
5. Replace the cup guide by pushing the two ends of the cup guide into the keyholes on the front of the dispenser and pushing down to secure it.

Clean the catch tray (if applicable).

1. Lift the catch tray up and out of the keyholes on the dispenser.
2. Separate the screen from the tray.
3. If a dishwasher is available, the two parts of the catch tray can be cleaned on the full wash cycle. Should a dishwasher not be available, they can be cleaned following these steps.
 - a. Rinse thoroughly with warm, clean water.

If you have any questions or concerns while performing this procedure, please contact the SureShot Solutions Technical Assistance Center by phone at 888 777-9990 or email at service@sureshotsolutions.com. Find other helpful instruction sheets and videos on our website: www.sureshotsolutions.com.

- b. Wash in hot water (minimum 140°F/60°C) with a good quality cleaner. Wash thoroughly to reach all corners and crevices.
 - c. Rinse well with warm, clean water.
 4. Air-dry thoroughly.
 5. Put the two parts back together.
 6. Replace the catch tray.
 - a. Insert the screw heads of the catch tray into the keyholes on the bottom front of the dispenser.
 - b. Gently pull the catch tray down to secure it to the dispenser.

Monthly: Lid and hopper insert; interior compartment and guide plate; hopper, auger, and tube

Clean the lid and hopper insert.

1. Remove the lid and hopper insert by lifting them straight up and off the dispenser.
2. Wipe plastic using a soft cloth dampened with warm, clean, and soapy water. Do not put hopper lid and insert into the dishwasher.
3. Wipe using a soft cloth dampened with warm, clean water.
4. Air-dry thoroughly.
5. Reinstall the hopper insert and lid by placing them back on the top of the dispenser.

Clean the interior compartment and guide plate.

1. Unplug the dispenser.
2. Open the door.
3. Remove the lid and hopper insert by lifting them straight up and off the dispenser.
4. Remove the hopper.
 - a. Remove the tube from the guide plate.
 - b. Pull the hopper out of the dispenser.
5. Wipe the interior compartment and the guide plate using a soft cloth dampened with warm, clean, and soapy water.
6. Wipe using a soft cloth dampened with warm, clean water.
7. Dry thoroughly with a soft cloth.
8. Reinstall the hopper and hopper insert.
9. Refill the hopper, if necessary.
10. Reinstall the lid onto the dispenser.
11. Close the door.
12. Plug the dispenser into an active power source.

Clean the hopper, auger, and tube.

1. Open the door.
2. Remove the lid and hopper insert by lifting them straight up and off the dispenser.
3. Remove the hopper:
 - a. Remove the tube from the guide plate.
 - b. Pull the hopper out of the dispenser.
 - c. Pour any sugar into a clean, sanitized container for temporary storage while the hopper is being cleaned.

If you have any questions or concerns while performing this procedure, please contact the SureShot Solutions Technical Assistance Center by phone at 888 777-9990 or email at service@sureshotsolutions.com. Find other helpful instruction sheets and videos on our website: www.sureshotsolutions.com.

Quick Start Guide: SugarShot 2 Sugar Dispenser (Model AC1-GP)

4. Remove the tube by pulling it off the barbed fitting on the hopper. Inspect the tube for damage and replace it if damaged.
5. Remove the auger. Please refer to the CLEANING THE DISPENSER section of the operations manual for more detailed instructions on how to remove the auger.
6. If a dishwasher is available, the hopper, auger, and tube can be cleaned on the full wash cycle. Make sure the tube is upright to allow for a thorough clean and drain. Should a dishwasher not be available, the items may be cleaned following these steps:
 - a. Rinse all parts (tube, hopper, and auger) thoroughly with warm, clean water.
 - b. Wash in hot water (minimum 140°F/60°C) with a good quality cleaner. Wash thoroughly to reach all corners and crevices.
 - c. Rinse well with warm, clean water.
7. Air-dry thoroughly. Make sure all parts are completely dry before reinstalling. It is a good idea to have a spare hopper assembly (hopper, auger, and tube) on hand to use while the newly cleaned hopper is drying. Using a damp hopper assembly will cause dispensing issues.
8. Reinstall the tube by pushing one end of the tube over the barbed fitting on the front of the hopper.
9. Reinstall the auger.
10. Reinstall the hopper and hopper insert, and refill it with sugar.
11. Reinstall the lid onto the dispenser and close the door.
12. Prime the dispenser by dispensing the largest portion of sugar available to your dispenser. For priming information, please refer to the instructions for filling the hopper in the OPERATING THE DISPENSER section of this quick start guide.

If you have any questions or concerns while performing this procedure, please contact the SureShot Solutions Technical Assistance Center by phone at 888 777-9990 or email at service@sureshotsolutions.com. Find other helpful instruction sheets and videos on our website: www.sureshotsolutions.com.