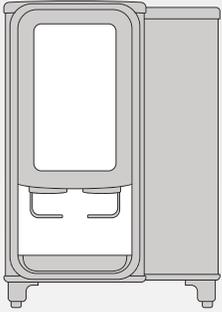


Coca-Cola freestyle. | 7100 User Guide





This guide provides general tips and proper maintenance procedures for your Coca-Cola Freestyle® 7100 dispenser.

Coca-Cola Freestyle® 7100 utilizes micro-dosing technology and stores all beverage components separately until the moment the drink is poured, ensuring a fresh, great tasting beverage every time.

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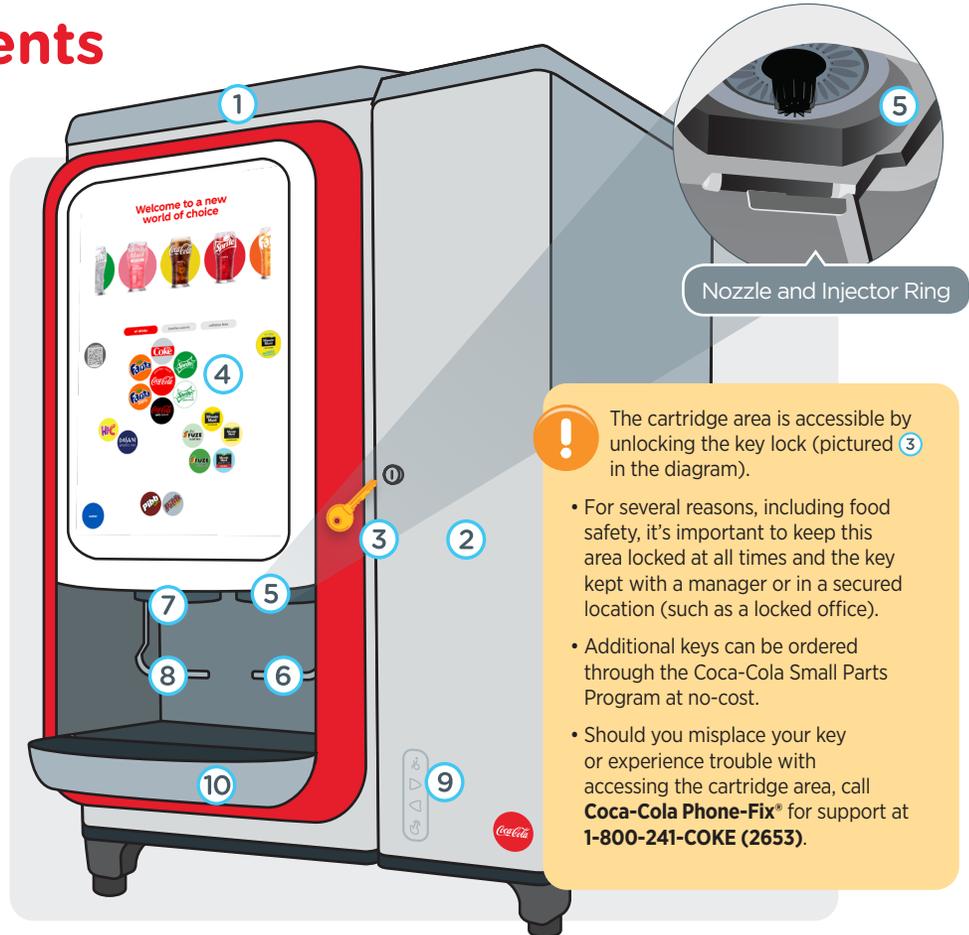
resources

- Crew Connect** 20

external components

- 1 Ice bin lid*
- 2 Cartridge access door
- 3 Key
- 4 Touch screen
- 5 Nozzle and injector ring
- 6 Beverage dispense lever
- 7 Ice chute
- 8 Ice dispense lever
- 9 ADA interface
- 10 Cup rest and drain pan

* Not applicable with top mounted ice maker.

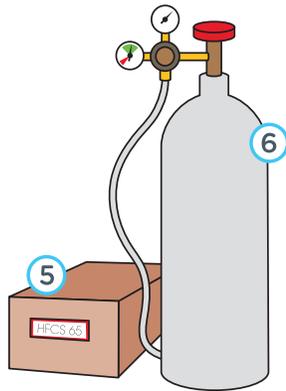


! The cartridge area is accessible by unlocking the key lock (pictured 3 in the diagram).

- For several reasons, including food safety, it's important to keep this area locked at all times and the key kept with a manager or in a secured location (such as a locked office).
- Additional keys can be ordered through the Coca-Cola Small Parts Program at no-cost.
- Should you misplace your key or experience trouble with accessing the cartridge area, call **Coca-Cola Phone-Fix®** for support at **1-800-241-COKE (2653)**.

internal and under the counter components

- 1 Ingredient cartridge
- 2 Cartridge tray
- 3 Brand identification strip
- 4 Power switch
- 5 HFCS sweetener
- 6 CO₂ tank



 The dispenser is equipped with two stand-by modes:

1. Power Saver Mode

If the dispenser is inactive for 120-minutes the touchscreen will go dark. Simply tap the touchscreen anywhere to wake it up.

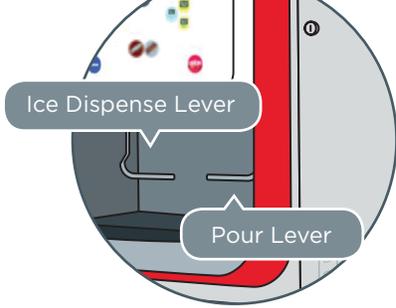
2. Locked Mode

Lock the dispenser by pressing the lock icon in the top right corner of the crew dashboard. This mode locks the touch screen and prohibits dispensing during non-operating hours. Choose to lock manually or set an automated time window.

Power Switch

The power (on/off) switch is located on the right-hand side underneath a square plastic flap. **CAUTION! DO NOT POWER OFF** unless told to do so by a Coca-Cola Senior Technician or as instructed for safety when cleaning the ice bin (refer to page 15).

pouring a drink



- ① Select a brand to see all available flavor options.
- ② Pick your favorite and then use the pour lever to dispense your beverage.



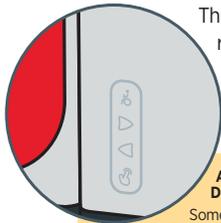
Step one

Place your cup under the ice chute and press lever to dispense ice.

Step two

Find your favorite beverage using the touch screen. Note the touch screen will time out after 10 seconds and return to the home screen.

Using the ADA interface



The ADA interface allows people with reach challenges (such as those in wheelchairs) to use the Coca-Cola Freestyle® dispenser without having to reach the touch screen.

Assisting Guests with the Coca-Cola Freestyle Dispenser

Some guests may need a little extra help choosing and dispensing his/her drink if you have the Coca-Cola Freestyle dispenser.

If someone looks like they might need assistance (e.g., he/she is visually impaired or height/reach challenged), tell your guest that you have the Coca-Cola Freestyle dispenser and that you would be happy to assist with his/her beverage choice.

It is up to you to determine whether the above satisfies your legal and operational obligations.

- ① Press to activate the ADA Interface
- ② Press to select a brand and see all the flavor options.
- ③ Use to navigate to your favorite beverage
- ④ Press to pour selected beverage.

NOTE: The ADA screen will revert back to the standard home screen after one minute of inactivity, or press “ADA Exit Button” in the upper right corner.

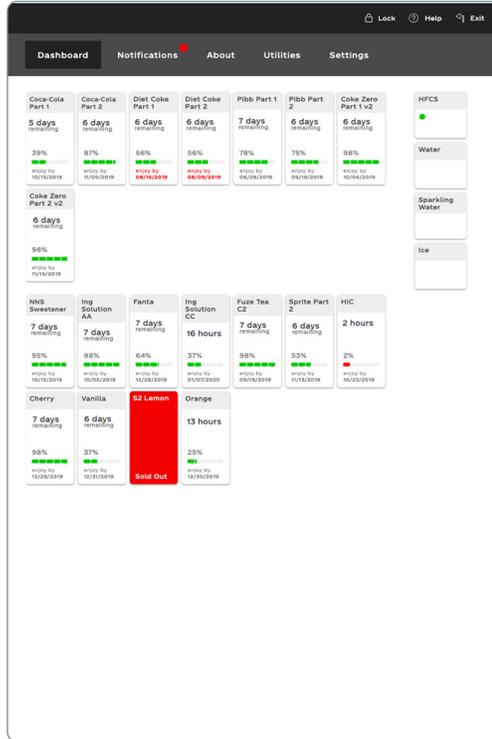


access the crew dashboard

Crew Dashboard

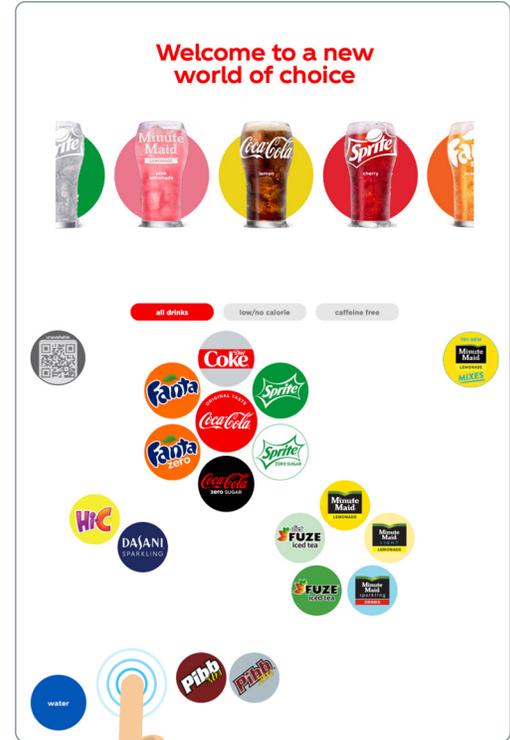
There are two ways to access the crew dashboard:

- ① Secret Handshake
- ② Opening the cartridge access door



Secret handshake

On the all brands consumer screen, press your index finger to the lower left side of the screen to the right of the water icon. Hold for approximately 5-6 seconds to launch the crew dashboard.

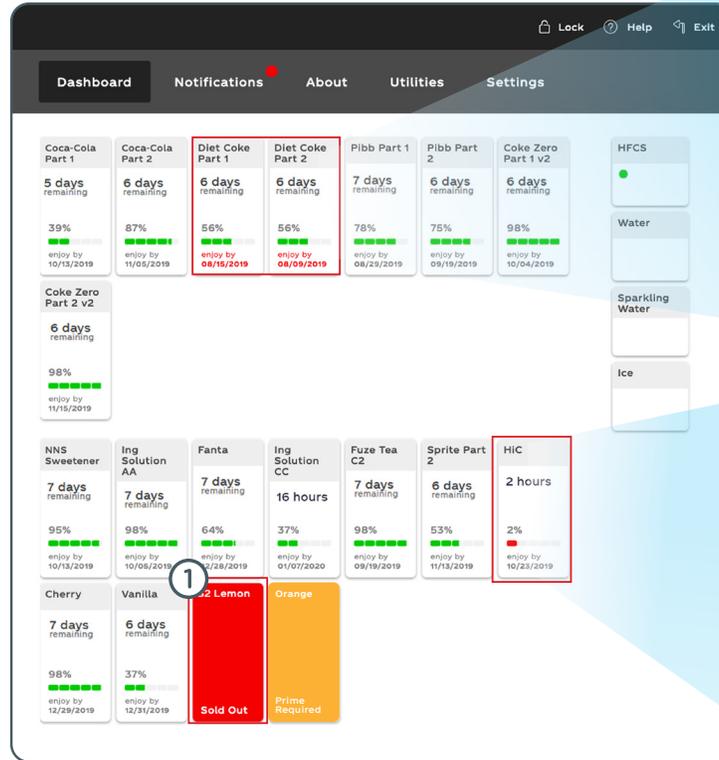


using the crew dashboard

- 1 Bold alerts provide clear direction when maintenance is required.
- 2 Color-coded fuel gauges displaying the remaining product percentage and enjoy by date of each cartridge improve cartridge change-out management for crew members and reduce product waste.

The percentage remaining and time before changing the ingredient cartridge may vary significantly. For example, a flavor cartridge with 6% may have several days remaining, while a heavily used ingredient cartridge, like Coca-Cola, may last only a few hours with 6%.

- 3 A time remaining feature provides an accurate reading when each cartridge will likely run out. This new feature is calculated using the dispenser's consumption activity and daypart data to deliver a dynamic and precise reading throughout the day.



Diet Coke Part 1

6 days remaining

56%

enjoy by
08/15/2019

HIC

2 hours

2%

enjoy by
10/23/2019

handling ingredient cartridges

SmartPAK™ (paperboard) cartridges replace your BIB packaging, except for HFCS (sweetener) BIB. HFCS will be the only ingredient located outside of the Coca-Cola Freestyle® dispenser.

- Always remove and replace **ONE CARTRIDGE** at a time to avoid inserting it into the incorrect slot.
- Black plastic cartridge trays should be “hand washed” only using detergent cleanser and Kay-5 sanitizer or an approved equivalent and **NEVER PLACED IN A DISHWASHER**. Placing trays in a dishwasher may warp the trays over time.
- Staging of ingredient cartridges and plastic trays for your most popular brands and flavors will make the cartridge change-out process more efficient and avoid delays during peak periods.
- Never stack cartridges more than six (6) high.
- Always ensure ingredient cartridges are organized by “enjoy by dates” to effectively manage inventory.
- Always use your oldest ingredient cartridges on hand first, i.e. **“FIRST-IN - FIRST-OUT”**.
- Avoid placing cartridges near any heat source, standing water, or cleaning solutions.

Proper handling of the ingredient cartridges and plastic trays is extremely important to ensure proper operation of the Coca-Cola Freestyle® 7100 dispenser.



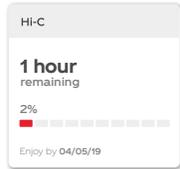
when to replace cartridges and how to prime

Replacing ingredient cartridges starts with knowing when a cartridge is empty or unavailable.



1 The example above shows the Hi-C ingredient cartridge is empty, as a result the flavor icon is **grayed out** and will say “Not Available” when selected.

2 Access the crew dashboard to view the color-coded fuel gauge displaying the remaining product percentage.



Keep in mind, the percentage remaining and time before changing the ingredient cartridge may vary significantly. For example, a flavor cartridge with 6% may have several days remaining while a heavily used ingredient cartridge, like Coca-Cola, may last only a few hours with 6%.

NOTE: Time remaining is an estimate based on the dispenser’s consumption activity and daypart data.

Cartridge prime procedure.

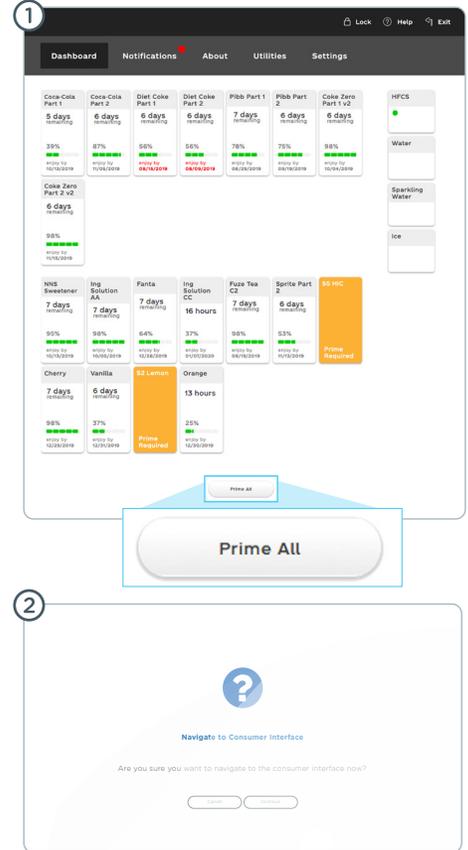
Priming an ingredient cartridge simply removes any trapped air in the line and ensures guests receive a consistent, quality beverage. After replacing an empty cartridge, follow the on-screen messages outlined below:

1 Confirm the cartridge was inserted into the correct slot and prime by pressing the orange box on the crew dashboard or press “Prime All” to prime multiple cartridges.

REMINDER: The prime process lasts approximately 5-10 seconds. The process should NEVER be interrupted.

2 When priming is complete, press exit at the upper right of the screen. Follow the subsequent prompt on the screen to return to the main screen.

NOTE: Only press the “Prime All” button ONCE! Pressing it more than once will needlessly repeat the prime process.



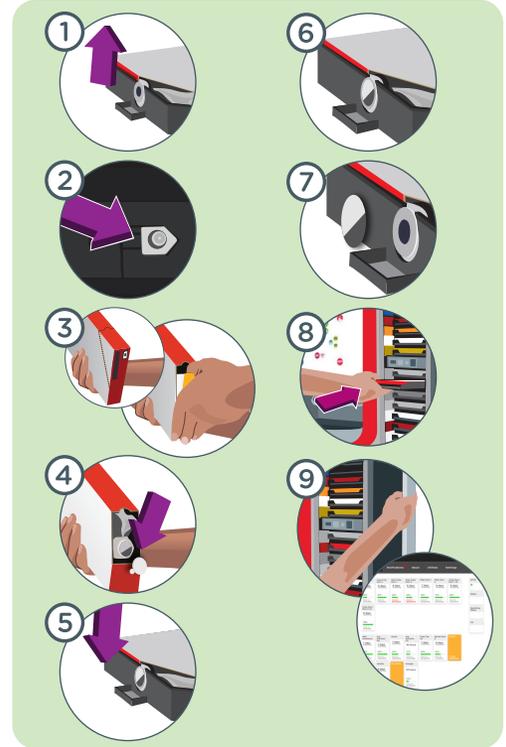
replacing an ingredient cartridge

Remove cartridge and tray from dispenser and separate cartridge from plastic tray and recycle the outer paperboard box.

- 1 Remove the empty ingredient cartridge from the plastic tray and clean with detergent cleanser, followed by approved sanitizer solution (Kay-5).
- 2 Dip a clean cloth in approved sanitizer solution, wipe the probes (that insert into cartridges), then dip a new clean cloth into the sanitizer solution and wipe the probes again to sanitize.
- 3 Open new cartridge using perforated cartridge opening flap.
- 4 Remove (outer) white dust-cap prior to placing cartridge into plastic tray.
- 5 Always place the ingredient cartridge into plastic tray and ensure plastic fitment from cartridge pouch aligns with tray.
- 6 Ensure the ingredient cartridge is aligned with the slot found on the plastic tray.
- 7 Remove foil safety seal prior to inserting into the dispenser.
- 8 Insert cartridge into appropriate slot.
- 9 Close the dispenser door and follow on-screen instructions to complete the cartridge prime process (instructions on page 8).



Reminder: always replace any missing or damaged plastic cartridge trays immediately to prevent dispensing issues. Replacement trays can be ordered by calling 1-800-241-COKE (2653) through the Coca-Cola Freestyle Small Parts Program at no charge (up to \$25/order).



replacing sweetener (HFCS & NNS)

Coca-Cola Freestyle® 7100 uses two sweetener sources

HFCS (High Fructose Corn Sweetener)

Used for all full-calorie beverages

- HFCS (sweetener) is delivered by your local distributor in a 5-Gallon BIB.
- Replacement of the HFCS BIB is identical to changing your BIB syrup boxes. HFCS BIB will be located either underneath the Coca-Cola Freestyle® 7100 dispenser or in the back room.
- Always monitor your HFCS usage and **NEVER** let it become completely empty.

NNS (Non-Nutritive Sweetener)

Used for all low/no-calorie beverages

- NNS will arrive in a SmartPAK™ cartridge and is replaced just like other ingredient cartridges (instructions on page 9).*
- NNS will always be in the number one (1) or top slot in the cartridge shelf (see the brand identification strip on page 3).

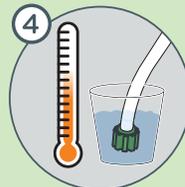
*NNS BIB will come with the dispenser in the event Coca-Cola Freestyle Boost is installed. For further instructions, refer to page 12.

PROCEDURE TO REPLACE BIB

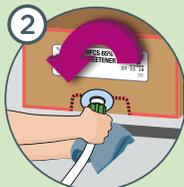
(INCLUDING HFCS SWEETENER BIB OR PRODUCT BIB)



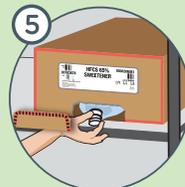
1 Double check to see how much product is left by lifting the box.



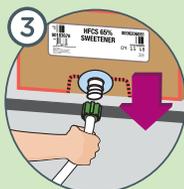
4 Scrub using the blunt end of the nozzle brush (#149326) and soak in approved sanitizer solution (Kay-5). Wait two minutes and repeat with clean sanitizer.



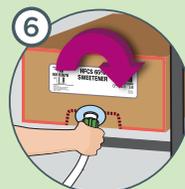
2 Use a cloth to catch any spills, and turn connector counterclockwise to loosen.



5 Open the box and pull out the fitment.
CAUTION: DO NOT USE A SHARP OBJECT TO OPEN



3 Remove connector and replace with new HFCS sweetener BIB.



6 Attach the connector to the fitment and turn clockwise to tighten.



Coca-Cola Freestyle Boost (optional equipment)

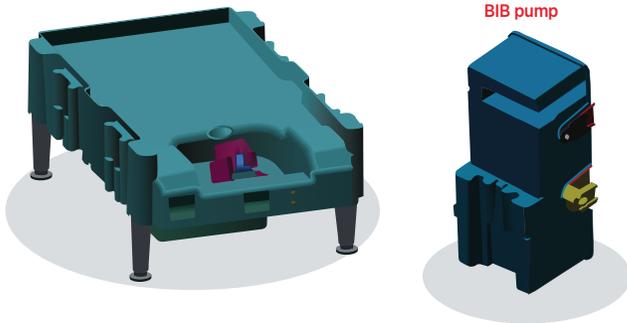
Add additional brands to your 7100 dispenser with Coca-Cola Freestyle Boost

Brands currently available:

- Barq's Olde Style Root Beer
- Minute Maid Lemonade w/ Real Sugar
- Blue Sky Lemonade
- vitaminwater XXX
- vitaminwater XXX Zero

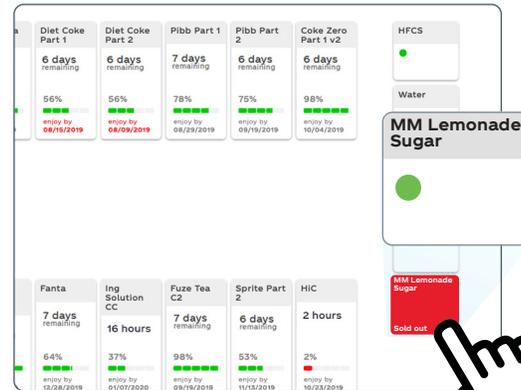
NOTE: Brands which are available in cartridges are not eligible to be used on Boost.

Equipment



How to replace a Coca-Cola Freestyle® Boost BIB

- ① When a Boost BIB package is sold-out, it will appear in a similar manner as sold-out cartridges.
- ② Manually replace the Boost BIB package. For instructions, refer to page 11.
- ③ Once the BIB is replaced, tap on the ingredient location to reset.
- ④ Once successfully reset, the Boost BIB indicator will change to a green dot.



Successful reset and healthy status icon.

A red square on the crew dashboard indicates Boost BIB is empty and needs to be replaced.

Coca-Cola Freestyle Boost (optional equipment)

Changing the NNS (Under the Counter)

NNS (Non-Nutritive Sweetener) is a BIB ingredient located under the counter for each Freestyle dispenser. When NNS is empty, the dispenser it serves will be unable to pour diet or low calorie beverages and those brands will display as gray outs on the touch screen.

- 1 To ensure a BIB is empty, check the Crew Dashboard to see if the NNS indicator has turned red with a “Sold Out” alert.
- 2 Open the cabinet under the counter and replace the NNS using a new box from your storage area. (Follow procedures as shown.)
- 3 Once the new NNS box is installed, return to the Crew Dashboard and press the red “Sold Out” alert to prime and reset.

NOTE: NNS indicator displays a green dot when successfully reset.

Procedure To Replace NNS BIB Ingredients Under the Counter



Release by moving locking lever to the left. Double check to ensure the box is empty and remove.



Remove collar. Clean collar, probe and compartment with cloth dipped in approved sanitizer. Wait 2 minutes and repeat with fresh sanitizer then allow to air dry.



Reinstall the collar. Open the new box, pull out the fitment and remove cap. CAUTION: Do not use a sharp object to open



Place box onto tray with the arrows on the package facing up. Align fitment to connector, then move lever to the right to lock.

NOTE: Small bubbles indicate it's installed correctly.

cleaning nozzle and injector ring

How to properly clean the Coca-Cola Freestyle® nozzle and injector ring

- 1 Locate the nozzle. Using a clean cloth to protect your fingers, twist nozzle counter-clockwise, and then pull down to remove.
- 2 Scrub the nozzle at a 45° angle with detergent cleanser using the blunt end of the nozzle brush (small parts #149326).
- 3 Rinse nozzle in warm, clean, drinkable water.
- 4 Place nozzle in approved sanitizer solution (Kay-5). Shake nozzle tip when submerging to remove any air bubbles and soak the nozzle for no more than 5 minutes. **CAUTION: DO NOT SOAK NOZZLES OVERNIGHT!**
- 5 Dip the pointed end of the nozzle brush in sanitizer solution and scrub the injector ring at a 45° angle. Focus on the small holes where ingredient comes out and the area where the nozzle was connected (inner ring). To access the interior surfaces of the inner ring, use the wire handle nozzle brush (small parts #16586). Wipe with a clean cloth and sanitizer and allow to sit for 2 minutes. Then repeat with clean sanitizing solution.
- 6 Allow the nozzle and injector ring area to **“AIR DRY,”** then use a clean cloth to reinstall nozzle and lock into place turning clockwise.

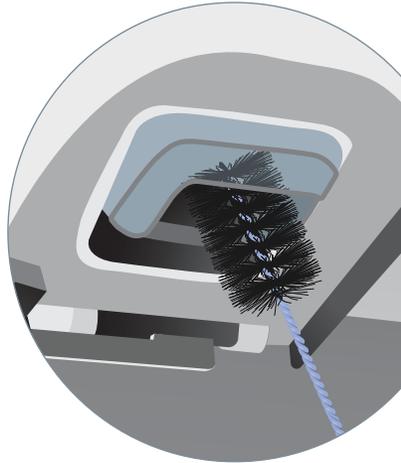
NOTE: Take extra care to ensure the nozzle is inserted completely and locked into place.



cleaning ice chute and check/refill ice

How to properly clean the ice chute

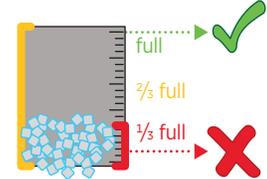
- 1 Turn off power to the dispenser.
- 2 Use the ice chute brush and approved sanitizer solution (Kay-5) to clean inside the ice chute.
- 3 Wait two minutes to allow to air dry, then repeat step 2.
- 4 Wipe inside and outside the ice chute tip using a clean cloth and sanitizing solution.
- 5 Allow time for the ice chute and ice chute tip to air dry.



How to check/refill ice

Maintaining the proper ice level is critical to ensuring your guest receives a quality beverage. If using a top-mount ice maker, follow established procedures for checking ice level. If you fill the ice bin manually, check to ensure ice is at least 1/3 full at all times. Fill the ice bin by following the steps illustrated below:

- 1 Power off the dispenser and fill a clean bucket with ice.
- 2 Safely lift and remove ice bin lid and place on ice lid hook.
- 3 Dump the ice in the ice bin and fill until full. (approximately 2" from the top - do not overfill)
- 4 Replace ice bin lid.



Ice bin should **NEVER** be less than one-third full

NOTE: Store bought or "bagged ice" **SHOULD NEVER BE USED** as it may seriously damage the Coca-Cola Freestyle® 7100 dispenser ice bin.

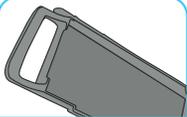


small parts and cleaning tips

Call the Coca-Cola service number 1-800-241-COKE (2653) and request a small parts order.

Small parts orders are free of charge up to \$25/order.

NOTE: Shipping requests other than standard ground transportation may be charged to your outlet.

 nozzle tip #144700	 nozzle brush #149326	 microfiber cloth #127723
 cartridge door key #141343	 SmartPAK® cartridge tray #141103	 ice chute brush #143257
 Kay-5 sanitizer #24041	 wire handled nozzle brush #16586	 drain cleaning brush #144925

Coca-Cola recommends Kay-5® sanitizer, or a comparable food-grade chlorine sanitizer.

If using Kay-5 brand, add 1 oz. packets of Kay-5 to 2.5 gallons of clean, warm water in a clean, 5-gallon bucket.

CAUTION: When using a chlorinated detergent other than Kay-5, follow the instructions to produce a 100 ppm chlorine sanitizer solution.



REMEMBER: Kay-5 sanitizer, cleaning brush and replacement nozzle can be ordered by calling 1-800-241-COKE (2653).

CAUTION: WHAT NOT TO DO...



DO NOT use bleach, or any unapproved chemicals!



DO NOT soak any parts overnight!



DO NOT use scouring pads, steel wool or any abrasive material. It will scratch the surface and result in rusting/pitting!



DO NOT use paper towels. They may break apart and clog the drain!



DO NOT pour hot liquids into the drain! (greater than 125° F - 51.6° C)

daily, weekly, and monthly checklist

Every Time

- ✔ Clean and sanitize ingredient cartridge trays and cartridge probes with an approved sanitizer solution when cartridges are changed.

Daily

Clean and sanitize nozzle and injector ring
(See How to Remove/Clean/Replace Nozzle on page 14).

- ✔ Clean and sanitize Ice and beverage levers.
 - ✔ Pour warm sanitizer solution **SLOWLY** down the drain.
 - ✔ Check the cup rest periodically throughout the day and clean as needed.
 - ✔ Using a clean soft cloth and approved sanitizing solution, wipe down all exterior surfaces, including:
 - » Touch screen
 - » Splash plate
 - » Exterior of drain pan (if applicable)
 - » ADA interface and front/side panels
- REMINDER:** Always clean the Touch Screen periodically throughout the day.
- ✔ Wash and rinse the cup rest and drain pan in an approved sanitizing solution using a clean cloth. Then allow to air dry.



Weekly

- ✔ Clean and sanitize ice chute with clean cloth or clean brush and approved sanitizer solution.
- ✔ Remove, then clean and sanitize ice fill lid with warm water and approved sanitizer solution.
- ✔ Clean exterior surfaces of top mount ice maker (if applicable).

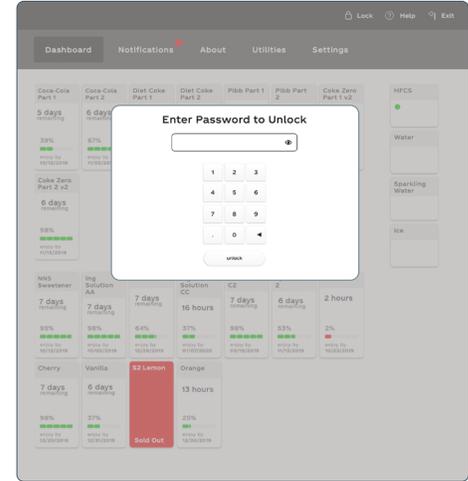
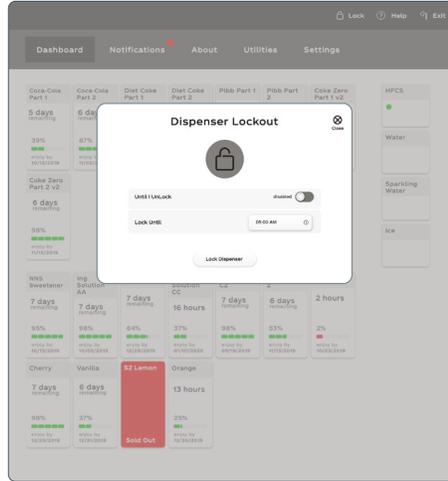
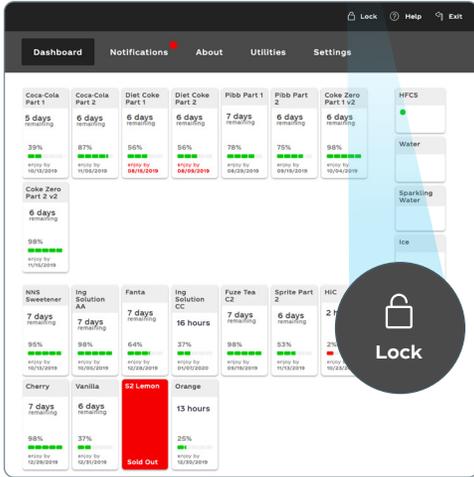
Monthly

- ✔ Remove ALL ice by using the ice dispense lever (if a top mounted ice maker is installed, follow manufacturer's recommendation for cleaning).
- ✔ Power off dispenser.
- ✔ Remove lid and pour warm water slowly into the bin (not over the ice chute) to melt the remaining ice on the cold plate.
- ✔ Spray surfaces of ice bin with sanitizer.
- ✔ Using a cloth, clean areas within reach inside the bin.
- ✔ Spray approved sanitizing solution on all internal surfaces again, allow draining and air dry.
- ✔ Return to normal operation.



prohibit dispense

Managers can lock the Coca-Cola Freestyle dispenser to prevent drinks from being poured without having to manually power off the unit.



① Access the crew dashboard (instructions on page 5), tap 'Lock' icon in top right corner to launch the configuration screen.

② There are two ways the dispenser can be locked:

- **Manual Setting**

Slide the "Until I Unlock" toggle switch to "enable" the Manual Unlock feature. Once enabled, the manager must enter the passcode to unlock the dispenser at any time.

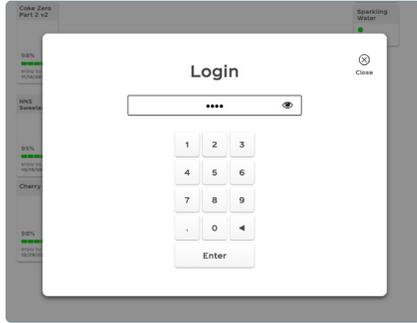
- **Time Setting**

Tap the button next to 'Lock Until' and set a time for the dispenser to unlock automatically when "Until I Unlock" is disabled.

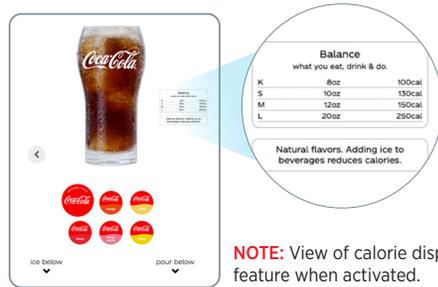
③ Once the dispenser is locked, you may unlock the user interface by using the manager passcode (2653).

activate calorie counter display feature

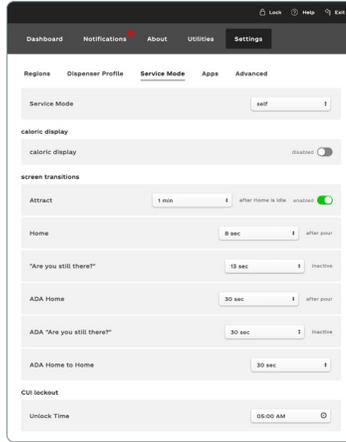
Follow these steps for an easy way to help comply with the FDA menu-labeling regulations for chain establishments with 20 or more outlets:



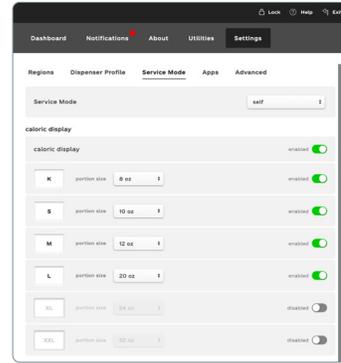
- 1 Access the crew dashboard. Then tap login, in the header, and type the manager passcode 2653.



NOTE: View of calorie display feature when activated.



- 2 Select settings and then choose Service Mode in the secondary navigation.

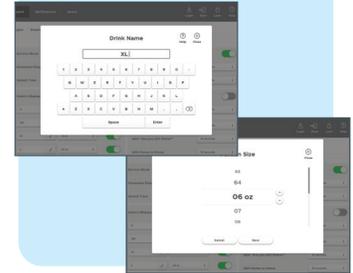


- 3 Slide caloric display toggle to enabled to activate. Slide toggle Green/right is enabled; Gray/left is disabled.

NOTE: The initial setting for the caloric display feature will be disabled

CREATE A CUSTOM NAME AND SIZE

Tap on the drink name or portion size to adjust (e.g. S/M/L/XL) then click exit to return to the consumer interface



CREW CONNECT

We are committed to maximizing the operational and business performance of your Coca-Cola Freestyle® by providing your crew with the support they need.

PREMIUM SUPPORT SOLUTIONS:

TRAINING

Training resources to keep your crew in-the-know, from first installation, through new hires, to new upgrades in equipment or processes.

- » Live Crew Onboarding
- » iLearnCoca-ColaFreestyle.com
- » Crew Training Reference Guide

TOOLS

Our materials and support infrastructure make maintenance and cleaning easier – and keep your dispensers running smoothly.

- » Small Parts (1-800-241-COKE)
- » Crew Reminders & Checklists
- » On-Dispenser Instructions

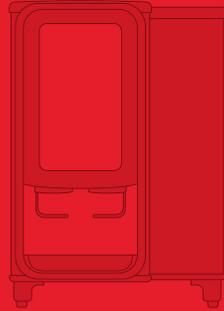
SERVICE

We are constantly innovating to better serve your operational and business needs with 24 hours 7 days a week support @ 1-800-241-COKE and turnkey technological solutions.

- » PhoneFix®
- » On-Site Service
- » Remote Software Diagnostics & Analytics



To find out what Coca-Cola Freestyle Crew Connect can do for your business, contact your Coca-Cola Sales Representative



a product of
The Coca-Cola Company

For crew training videos,
visit www.iLearnCoca-ColaFreestyle.com