

### Water Machine Reset Procedure

The most common reason for a water cooler to stop working is a stuck float in the internal tank caused by movement of the unit (often when cleaning or re arranging an office).

There are 2 easy ways to reset the float

The first one to try is gently rock the unit forwards and backwards about 10/5 degree to causing a slight bump / jerk as the unit moves. You may hear a gurgle and the sound of water start to flow in which case the float is unstuck and the tank will take a few minutes to refill.

If this fails try removing the unit lid and resetting the float. To do this unscrew the 2 small screws at the back of the lid (right at the top and back of the unit FIG 1 ) and pull the lid slowly toward the front of the unit this may make a noise as if the lid is breaking as the clips come loose.

Fig 1



Fig 2



Once the lid is off there is a small round tank lid FIG 2 with a blue pipe feeding into the top. There may be a small white button on the lid which can be pushed to resetting the floats below Fig 3 . Sometimes this needs pressing a couple of times. If there is no little white button on the lid gently ease the tank lid off Fig 4 and you will see the floats on the under side. Gently move the floats up and down if removing the lid has not already caused the water to flow.

Fig 3



Fig 4



If water now flows through the lid into the tank then replace the tank lid and unit lid and you are sorted. If not try reset switch 2 procedure described below.

**Reset switch 2**

From the back of the machine a blue pipe runs to a white plastic tap (under the sink). Where the pipe meets the tap there is a grey cylindrical plastic connector between the tap and pipe. Fig 5

Fig 5



Fig 6



Turn the tap off (If its already off that could be your problem) unscrew by hand the grey cylindrical connector from both ends (tap and pipe) Fig 6.

Fig 7



Fig 8



On then end that was connected to the pipe you will see a little red button Fig 7 . Press the button hard with a pen or small screw driver Fig 8 and you may get a small amount of water coming out. Press it again for good measure and reconnect.

Turn the tap on. If the blue pipe has a small switch in it make sure this is in line with the pipe, the on position fig 9 not at 90 degrees Fig 10 which is off.

Fig 9



Fig 10

