



BARISTA BASICS

QUICK REFERENCE GUIDE

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TO MAKE GREAT COFFEE, YOU'LL NEED A FEW THINGS..

- 1. FRESH ROASTED COFFEE! WE GOT YOU COVERED!**
- 2. WATER FREE OF ODORS, TASTE, OR HARDNESS, HEATED TO 198°F. (TO TEST BREWING WATER FOR TASTE AND ODORS, LET IT COOL AND TASTE AT ROOM TEMPERATURE.)**
- 3. BREWING MACHINE AND ADJUSTABLE GRINDER.**
- 4. THE CORRECT GROUNDS TO WATER RATIO AS LISTED ON THE TABLE BELOW:**

WATER TO COFFEE RATIO (18:1) FOR COMMON SIZES.

BREW VOLUME ↓	GRAMS	OUNCES	TABLESPOONS	CUPS
8 OZ	12	.44	3	/
12 OZ	19	.66	4.75	/
16 OZ	25	.9	6.25	/
20 OZ	31	1.1	7.75	/
250 ML	14	.5	3.5	/
500 ML	28	1	7	1/3
1.9 L	105	3.7	/	1 1/3
2.2 L	122	4.3	/	1 1/2
3 L	167	5.9	/	2
1 GALLON	200	7.1	/	2 1/2
1.5 GALLON	300	10.6	/	3 3/4
2 GALLON	400	14	/	5

BREWING

DRIP COFFEE

- 1. MEASURE YOUR COFFEE USING THE TABLE ON THE PREVIOUS PAGE.**
- 2. GRIND ON 'AUTO-DRIP' SETTING ON YOUR GRINDER. WHILE GRINDING, PLACE A FILTER IN THE BREW BASKET, THEN SHAKE GENTLY TO SETTLE IN THE FILTER TO FLATTEN AND INSERT THE BASKET INTO THE BREWER.**
- 3. CENTER THE DISPENSER UNDER THE BREW BASKET, START YOUR BREW CYCLE. DO NOT DISPENSE COFFEE UNTIL THE BATCH IS COMPLETE, THE COFFEE IS EXTRACTED IN STAGES AND NEEDS TO BE SERVED AFTER BREWING, NOT DURING.**

AS LONG AS THE DISPENSER IS INSULATED AND CLEANED REGULARLY, COFFEE CAN BE HELD HOT AND ENJOYED WITHIN ONE HOUR OF BREWING AND DISCARDED AFTER. TASTE THE COFFEE BEFORE SERVING TO ENSURE IT IS WITHIN PREFERRED TASTE PROFILE.

BREWING

POUR OVER

- 1. MEASURE OUT THE CORRECT AMOUNT OF COFFEE PER THE TABLE ON PAGE 3. GRIND ON THE 'FINE' SETTING.**
- 2. FOLD BACK THE SEAM OF THE FILTER AND PLACE IN THE DRIPPER. RINSE THE FILTER WITH HOT WATER TO DAMPEN. REMOVE ANY DUST THEN DISCARD RINSE WATER. ADD GROUND COFFEE TO THE FILTER AND GENTLY LEVEL THE SURFACE OF THE GROUNDS.**
- 3. POUR A SMALL AMOUNT (APPROXIMATELY 10% OF TOTAL) WATER DIRECTLY OVER THE GROUNDS TRYING TO WET ALL THE COFFEE LIGHTLY. START A TIMER. ALLOW THE GROUNDS TO 'BLOOM' FOR 45 SECONDS.**
- 4. AFTER THE BLOOM, POUR IN A CIRCULAR FASHION TRYING TO EVENLY SATURATE ALL OF THE GROUNDS WITH A SLOW BUT STEADY STREAM UNTIL YOU ARE AROUND 1" BELOW THE TOP EDGE OF THE CONE.**
- 5. AS THE WATER LEVEL DECREASES, CONTINUE TO POUR, KEEPING THE WATER LEVEL AT 1" BELOW THE TOP EDGE OF THE CONE UNTIL ALL IS USED. TOTAL TIME SHOULD BE BETWEEN 3:00 AND 4:00. IF YOU ARE LONGER OR SHORTER, ADJUST YOUR GRIND SETTING (FINER WILL SLOW TO A LONGER EXTRACTION TIME, AND CORSEER WILL SPEED THINGS UP).**

BREWING

FRENCH PRESS

1. MEASURE OUT THE CORRECT AMOUNT OF COFFEE PER THE TABLE ON PAGE 3. GRIND ON THE 'COARSE' SETTING.

2. HEAT YOUR WATER TO 200°F, POUR OVER THE GROUNDS UNTIL THE CARAFE IS 1/3 FULL, THEN GENTLY STIR THE GROUNDS. START YOUR TIMER. TOTAL STEEP TIME IS 4 MINUTES. WAIT 30 SECONDS.

3. FILL THE CARAFE TO THE TOP, SET THE PLUNGER AT THE TOP OF THE GROUNDS AND WAIT UNTIL THE TIMER READS 4 MINUTES.

4. AT 4 MINUTES, SLOWLY AND GENTLY DEPRESS THE PLUNGER.

YOUR COFFEE IS NOW READY TO BE SERVED.

THE FLAVOR WILL CHANGE SOME AS THE COFFEE SITS IN THE FRENCH PRESS. YOU MAY WANT TO POUR INTO AN INSULATED CONTAINER IF YOU DON'T PLAN ON SERVING IT WITHIN A SHORT PERIOD OF TIME.

BREWING

ESPRESSO

- 1. GRIND AND FILL YOUR PORTAFILTER TO 1/8" ABOVE THE TOP OF THE BASKET. THIS SHOULD BE EQUIVALENT TO 17 G-19 G. MAKE SURE THAT YOU ARE USING THE SAME AMOUNT OF COFFEE +/- .5 G EVERY TIME. CONSISTENCY IS IMPORTANT.**
- 2. SHAKE THE PORTAFILTER SLIGHTLY TO LEVEL THE GROUNDS IN THE BASKET. THIS WILL DISTRIBUTE THE GROUNDS EQUALLY THROUGHOUT THE BASKET.**
- 3. PUSH THE TAMPER DOWN WITH MODERATE PRESSURE BEING CAREFUL TO CREATE A BED OF COFFEE THAT IS LEVEL WITH THE RIM OF THE PORTAFILTER.**
- 4. RUN APPROXIMATELY 2 OZ OF WATER FROM THE GROUP HEAD OF THE ESPRESSO MACHINE. THIS WILL PURGE ANY GROUNDS OR OILS STUCK TO THE SCREEN.**
- 5. GENTLY INSERT AND TIGHTEN THE PORTAFILTER INTO THE GROUP HEAD. PUT A CUP UNDER THE PORTAFILTER, THEN BEGIN YOUR SHOT AND YOUR TIMER IMMEDIATELY. DO NOT HESITATE, AS THE COFFEE IS BAKING AGAINST THE SCREEN ONCE THE PORTAFILTER IS IN PLACE.**

6. WATCH YOUR SHOT CAREFULLY! YOU ARE LOOKING FOR 2 OZ OF BREWED ESPRESSO IN 22-26 SECONDS.

THE SHOT SHOULD TAKE A FEW SECONDS TO GET STARTED.

0-10 SECONDS.



THEN WILL PRODUCE A THICK, GLOSSY, DARK-BROWN STREAM.

10-20 SECONDS.



THE COLOR OF THE STREAM WILL LIGHTEN OVER THE PERIOD OF THE EXTRACTION. ONCE THE STREAM IS A BLONDE COLOR. THE COFFEE HAS GIVEN EVERYTHING THAT IT HAS TO GIVE, AND THE SHOT IS DONE.

20-26 SECONDS.



IN THE END, YOU SHOULD HAVE A SHOT THAT LOOKS LIKE THESE IMAGES. 90% REDDISH BROWN CREMA, 2 OZ TOTAL SHOT VOLUME, EXTRACTED OVER 22-26 SECONDS.



ESPRESSO IS BEST PULLED AT 2 OZ OVER 22-26 SECONDS. IF THE ESPRESSO DOES NOT PULL THE CORRECT VOLUME WITHIN THE TIME FRAME, YOU NEED TO ADJUST THE GRIND.

FASTER: A COARSER GRIND MAKES ESPRESSO FLOW MORE QUICKLY, LIKE WATER THROUGH GRAVEL.

SLOWER: A FINER GRIND MAKES ESPRESSO FLOW MORE SLOWLY, LIKE WATER THROUGH SAND.

BE SURE TO PURGE BETWEEN ADJUSTMENTS TO REMOVE ANY PREVIOUS GROUNDS.

BREWING

COLD BREW

COLD BREW IS A WONDERFUL WAY TO ENJOY ICED COFFEE. NOT ONLY IS IT INCREDIBLY SWEET & SMOOTH, IT IS ALSO VERY EASY TO BREW! SERVED WITH "NITRO" IT IS EVEN BETTER! (CONTACT LANDGROVE FOR DETAILS ON NITRO).
COLD BREW CAN BE BREWED AS A CONCENTRATE OR AS A "READY TO DRINK" BEVERAGE. IT ALSO KEEPS FOR A COUPLE WEEKS IN THE REFRIGERATOR.

- 1.** BREWING IS EASY. IT'S BEST TO START WITH A $\frac{3}{4}$ CUP OF COARSELY GROUND COFFEE TO 4 CUPS OF WATER RATIO. THIS CAN BE CHANGED ACCORDING TO TASTE.
- 2.** PLACE THE GROUNDS INTO YOUR CONTAINER AND ADD COLD WATER.
- 3.** LET STEEP FOR 12-24 HOURS.
- 4.** POUR COFFEE THROUGH A CHEESECLOTH OR FILTER INTO THE DESIRED CONTAINER AND REFRIDGERATE.
- 5.** MIX THE CONCENTRATE WITH COLD WATER TO DESIRED TASTE.

COLD BREW WATER TO COFFEE RATIO (12:1) FOR COMMON SIZES.

BREW VOLUME ↓	GRAMS	OUNCES	TABLESPOONS	CUPS
8 OZ	19	.66	1 1/3	/
12 OZ	28	1	2	/
16 OZ	37	1.3	2 $\frac{1}{2}$	/
20 OZ	48	1.7	3 $\frac{1}{2}$	/
250 ML	21	.75	1 $\frac{1}{2}$	/
500 ML	42	1.5	3	/
1.9 L	158	5.6	/	.7
2.2 L	183	6.5	/	$\frac{3}{4}$
3 L	250	8.8	/	1
1 GALLON	303	10.7	/	1 1/3
1.5 GALLON	454	16	/	2
2 GALLON	604	21.3	/	2 $\frac{1}{2}$

STEAMING MILK

MILK STANDARDS

IT IS IMPORTANT TO USE THE RIGHT AMOUNT OF MILK. FIRST, STANDARDIZE YOUR PITCHERS. WE USE 12, 20, AND 32 OZ PITCHERS. THIS IS THE STANDARD FOR STEAMING MILK FOR LATTE AND LATTE-STYLE DRINKS (LIKE MOCHA, HOT COCOA, CHAI LATTE, ETC).

1. -FOR A 4 OZ-8 OZ DRINK. USE THE 12 OZ PITCHER, FILLED TO 1/2" BELOW THE BOTTOM OF THE SPOUT.

-FOR A 12 OZ DRINK. USE THE 20 OZ PITCHER, FILLED TO 1/2" BELOW THE BOTTOM OF THE SPOUT.

- FOR A 16 OZ DRINK. USE THE 20 OZ PITCHER, FILLED TO THE BOTTOM OF THE SPOUT.

- FOR A 20 OZ DRINK. USE THE 32 OZ PITCHER, FILLED TO 1/2" BELOW THE BOTTOM OF THE SPOUT.

4 OZ-8 OZ



12 OZ



16 OZ



20 OZ



2. SELECT THE PROPER SIZE PITCHER AND FILL WITH MILK TO THE CORRECT LEVEL. INSERT A THERMOMETER NEXT TO THE HANDLE OF THE PITCHER. WE REFER TO THIS AS 'PREPPING THE PITCHER'.

- 3.** ALWAYS BEGIN AND END EVERY PITCHER OF STEAMED MILK BY PURGING THE WAND AND WIPING IT DOWN WITH A DAMP TOWEL.
- 4.** HOLD THE PITCHER SO THAT THE TIP OF THE STEAM WAND IS SUBMERGED IN THE MILK, SLIGHTLY OFF CENTER, AND 1" BELOW THE SURFACE OF THE MILK. TURN ON THE STEAM FULL FORCE. MOST BARISTAS WILL START THEIR SHOTS AT THIS TIME.
- 5.** ONCE THE STEAM IS ON, LOWER THE PITCHER EVER SO SLIGHTLY UNTIL THE TIP OF THE STEAM WAND IS 1/4" OR SO BELOW THE SURFACE OF THE MILK, AND THE STEAM PRESSURE CREATES A WHIRLPOOL IN THE MILK. THIS WILL MAKE A 'HISSING' SOUND, LIKE LETTING THE AIR OUT OF A BICYCLE TIRE. THIS ACT IS CALLED 'STRETCHING THE MILK'.
- 6.** CONTINUE TO ADD FOAM IN THIS WHIRLPOOL FASHION UNTIL YOU HAVE ADDED 1/2" TO THE VOLUME OF MILK IN THE PITCHER. ONCE YOU'VE RAISED THE VOLUME BY 1/2", RAISE THE PITCHER SLIGHTLY SO THAT YOU ARE NO LONGER ADDING FOAM (THE HISSING SOUND SHOULD STOP).
- 7.** CONTINUE TO HEAT THE MILK UNTIL YOU REACH 120°, AS INDICATED ON THE THERMOMETER. AT 120°, SHUT OFF THE STEAM QUICKLY AND COMPLETELY. THE MILK WILL RISE IN TEMPERATURE TO 140 DEGREES ALL ON ITS OWN. THIS MAY VARY WHEN USING HIGHER VOLUMES OF MILK AND YOU MAY NEED TO SLIGHTLY ADJUST.
- 8.** PURGE AND WIPE CLEAN THE STEAM WAND AGAIN.
- 9.** SPIN THE MILK IN THE PITCHER THE WAY THAT YOU WOULD SPIN A GLASS OF WINE. THIS ACTION WILL PREVENT THE FOAM FROM SEPARATING FROM THE MILK.
- 10.** POUR AND SERVE. TRY SOME LATTE ART FOR A BIT OF FLARE!

CLEANING YOUR MACHINE

AUTO DRIP BREWERS & AIR POTS

- 1. ESTABLISH A DAILY AND WEEKLY CLEANING ROUTINE. PLAN A GOOD TIME EVERY WEEK TO PERFORM A THOROUGH CLEANING OF YOUR MACHINE. A CLEAN MACHINE MAKES BETTER COFFEE.**
- 2. DAILY: AT THE END OF THE DAY, WIPE AWAY ANY OBVIOUS GROUNDINGS AND DEBRIS WITH A CLEAN DRY TOWEL. -DAMPEN THE TOWEL WITH WATER OR A MILD CLEANING AGENT AND WIPE DOWN THE HEATING SURFACE AND THE INSIDE AND OUTSIDE OF THE BREWING BASKET. -WIPE THE AREA ABOVE THE BREW BASKET TO REMOVE COFFEE RESIDUE MAKING SURE TO GET THE AREA AROUND THE SPRAY DOME. A SOFT BRUSH WITH MILD DETERGENT WILL WORK BEST FOR THIS AREA. FINALLY, WIPE DOWN THE EXTERIOR OF THE MACHINE WITH STAINLESS STEEL POLISH. REPEAT THE SAME PROCESS WITH YOUR AIR POTS AND RUN THE MACHINE WITHOUT COFFEE GROUNDINGS TO RINSE AWAY ANY DETERGENT OR DEBRIS.**
- 3. WEEKLY: ALWAYS PERFORM THE DAILY CLEANING. AFTERWARDS, REMOVE THE CASCADING SPRAY DOME (WHERE THE WATER POURS OUT) AND SOAK THEM WITH YOUR BREW BASKETS IN A BATH WITH HOT WATER AND 3 TABLESPOONS OF URN CLEANER FOR 10-15 MINUTES. USE ENOUGH WATER THAT THE BASKETS ARE COMPLETELY SUBMERGED. ONCE THEY HAVE FINISHED SOAKING, SCRUB THEM WITH A GREEN SCRUBBY TO REMOVE ANY COFFEE OILS, STAINS, OR PARTICLES. RINSE THEM THOROUGHLY WITH COLD WATER TO REMOVE ANY TRACES OF URN CLEANER.**
- 4. AIRPOTS: AFTER PERFORMING THE DAILY CLEANING, RINSE THE POT WITH HOT WATER AND EMPTY. PLACE URN CLEANER INTO THE POT AND BREW A BATCH OF HOT WATER INTO THE POT. LET SOAK FOR 10-15 MINUTES. USE A BRUSH TO THOROUGHLY CLEAN AWAY ANY STAINS OR OILS. EMPTY AND FILL WITH CLEAN WATER. RINSE AND REPEAT UNTIL WATER IS CLEAR.**

CLEANING YOUR MACHINE

ESPRESSO MACHINE

1. DAILY: BACKFLUSH EACH GROUP BY:

- **REMOVING THE BREW BASKETS FROM YOUR PORTAFILTERS AND INSERT THE BLIND BASKETS (THESE ARE THE BASKETS WITHOUT ANY HOLES). PUT 1 TEASPOON OF ESPRESSO MACHINE CLEANER INTO THE BLIND BASKET(S), THEN INSERT THE PORTAFILTER(S) INTO THE GROUP(S).**
- **RUN EACH GROUP IN THE FOLLOWING FASHION: ON 10 SECONDS, OFF 10 SECONDS, 10 TIMES. THIS WILL FLUSH THE INNER GROUP WITH ESPRESSO MACHINE CLEANER.**
- **REMOVE THE PORTAFILTERS AND RINSE THEM BY RUNNING THE GROUP OVER THE BASKET UNTIL BOTH THE GROUP AND THE BASKET ARE CLEAR OF ESPRESSO MACHINE CLEANER.**
- **REINSERT THE PORTAFILTERS, THEN REPEAT THE BACKFLUSH (10X10X10) USING ONLY WATER. THIS WILL FLUSH THE ESPRESSO MACHINE CLEANER OUT OF THE INNER GROUPS.**

2. PREPARE A CLEANING SOLUTION USING ESPRESSO MACHINE DETERGENT AND HOT WATER. REMOVE THE STEAM WAND TIPS AND THE GROUP SCREENS (IF YOUR MACHINE USES A SCREW TO HOLD THE SCREEN ON), THEN PUT THE SCREENS, DIRTY PORTAFILTER BASKETS, AND STEAM WAND TIPS INTO THE CLEANING PITCHER. YOU MAY ALSO PLACE YOUR PORTAFILTERS INTO THE SOLUTION, JUST MAKE SURE YOU DO NOT SUBMERGE THE HANDLES FOR THIS WILL CAUSE DAMAGE TO THEM.

3. AFTER THEY HAVE SOAKED FOR 10-15 MINUTES, DUMP THE HOT WATER AND WAIT FOR THE PARTS TO COOL OFF. SCRUB THE PORTAFILTER BASKETS AND STEAM WAND TIPS WITH A SCRUB PAD TO REMOVE ANY OILS, STAINS, OR COFFEE PARTICULATE. DO NOT SCRUB THE GROUP SCREENS, AS THEY WILL FALL APART OVER TIME.

4. REASSEMBLE THE MACHINE, BEING CAREFUL NOT TO OVERTIGHTEN THE STEAM TIPS OR GROUP SCREENS.

CLEANING YOUR MACHINE GRINDERS

- 1. DAILY: REMOVE ANY REMAINING BEANS FROM THE HOPPER AND USE A VACUUM TO REMOVE ANY REMAINING GROUNDS FROM THE INSIDE OF THE MACHINE. -WIPE DOWN THE INSIDE OF THE HOPPER WITH A CLEAN DRY TOWEL TO REMOVE ANY OILS FROM THE HOPPER. DON'T FORGET THE LID!**
- 2. WEEKLY: EMPTY THE HOPPER AND GRIND OUT ANY REMAINING BEANS. PLACE A CAP FULL OF GRINDZ GRINDER CLEANER INTO THE HOPPER. PLACE A CUP OR CONTAINER UNDER THE GROUNDS SPOUT AND RUN THE MACHINE JUST LIKE YOU ARE GRINDING COFFEE. PLACE APPROXIMATELY A $\frac{1}{4}$ # OF COFFEE INTO THE GRINDER AND GRIND ON 'CORSE' TO PURGE ANY REMAINING CLEANER FROM THE GRINDER. AFTERWARDS, PERFORM DAILY CLEANING (VACUUMING AND WIPING) TO REMOVE ALL TRACES OF GRINDZ, GROUNDS, AND OILS FROM THE HOPPER, BURR SET, AND GRIND CHUTE.**

WHITE COFFEE

WHITE COFFEE IS REGULAR COFFEE THAT IS JUST PARTIALLY ROASTED.

- 1. SINCE WHITE COFFEE IS ROASTED AT SUCH A LOW TEMPERATURE, IT IS THOUGHT TO RETAIN MORE OF ITS ANTIOXIDANTS AND HAS A SLIGHTLY HIGHER CAFFEINE LEVEL, HOWEVER, IT IS ALSO MORE DIFFICULT TO EXTRACT, SO YOUR DRINK MAY ACTUALLY CONTAIN LESS CAFFEINE.**
- 2. WE RECOMMEND ORDERING WHITE COFFEE PRE-GROUND TO THE BREWING METHOD YOU WILL BE USING DUE TO THE DENSITY OF THE BEAN. WHITE COFFEE COULD DAMAGE A HOME GRINDING SYSTEM.**
- 3. ONCE BREWED THE RESULTING CUP WILL BE A PALE BEIGE COLOR WITH A NUTTY TASTE AND LOW BITTERNESS. WE RECOMMEND USING THE ESPRESSO BREW METHOD FOR BEST RESULTS.**

CAFFEINE

CAFFEINE LEVELS VARY DEPENDING PRIMARILY ON THE TYPE OF COFFEE USED AND THE BREWING METHOD. OTHER FACTORS INCLUDE, TEMPERATURE, EXTRACTION TIME AND GRIND. HERE IS A LIST OF SOME COMMON BEVERAGES AND CAFFEINE CONTENT.

8 OZ OF BREWED COFFEE	130-180 MG
8 OZ OF DECAF COFFEE	2-4 MG
1 OZ ESPRESSO	100 MG (APPROX.)
12 OZ COCA-COLA	32 MG
12 OZ MOUNTAIN DEW	55 MG

THERE IS ONLY A MINIMAL VARIANCE IN CAFFEINE WITH LIGHT AND DARK ROASTS DEPENDING HOW THE GROUND COFFEE IS MEASURED.

NOTES:



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FOR MORE INFORMATION AND GREAT VIDEOS BE SURE TO CHECK OUT

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SPECIAL THANKS TO METROPOLIS COFFEE FOR GREAT VIDEOS AND CONTENT