

Lightweight

BAGLESS VACUUM

USER'S GUIDE

3120 SERIES



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IMPORTANT SAFETY INSTRUCTIONS

When using an electrical appliance, basic precautions should be observed, including the following:

READ ALL INSTRUCTIONS BEFORE USING YOUR UPRIGHT VACUUM.

Always connect to a polarized outlet (left slot is wider than right). Unplug from outlet when not in use and before conducting maintenance.

⚠ WARNING: To reduce the risk of fire, electric shock, or injury:

- Do not modify the polarized plug to fit a non-polarized outlet or extension cord.
- Do not leave vacuum cleaner unattended when it is plugged in.
- Unplug from outlet when not in use and before servicing.
- Do not use outdoors or on wet surfaces.
- Do not allow children to operate vacuum cleaner or use as a toy.
- Close attention is necessary when used by or near children.
- Do not use for any purpose other than described in this User's Guide.
- Use only manufacturer's recommended attachments.
- Do not use with damaged cord or plug.
- If appliance is not working as it should, has been dropped, damaged, left outdoors, or dropped into water, have it repaired at an authorized service center.
- Do not pull or carry by cord, use cord as a handle, close a door on cord, or pull cord around sharp edges or corners. Do not run appliance over cord. Keep cord away from heated surfaces.
- Do not unplug by pulling on cord. To unplug, grasp the plug, not the cord.
- Do not handle vacuum cleaner or plug with wet hands.
- Do not put any object into openings. Do not use with any opening blocked; keep openings free of dust, lint, hair, and anything that may reduce air flow.

- Keep hair, loose clothing, fingers, and all parts of body away from openings and moving parts.
- Turn off all controls before plugging or unplugging vacuum cleaner.
- Use extra care when cleaning stairs.
- Do not pick up flammable materials (lighter fluid, gasoline, kerosene, etc.) or use in the presence of explosive liquids or vapors.
- Do not pick up toxic material (chlorine bleach, ammonia, drain cleaner, etc.).
- Do not use vacuum cleaner in an enclosed space filled with vapors given off by oil base paint, paint thinner, some moth proofing substances, flammable dust, or other explosive or toxic vapors.
- Do not pick up hard or sharp objects such as glass, nails, screws, coins, etc.
- Do not pick up anything that is burning or smoking, such as cigarettes, matches, or hot ashes.
- Do not use without filters in place.
- Use only on dry, indoor surfaces.
- Keep appliance on a level surface.

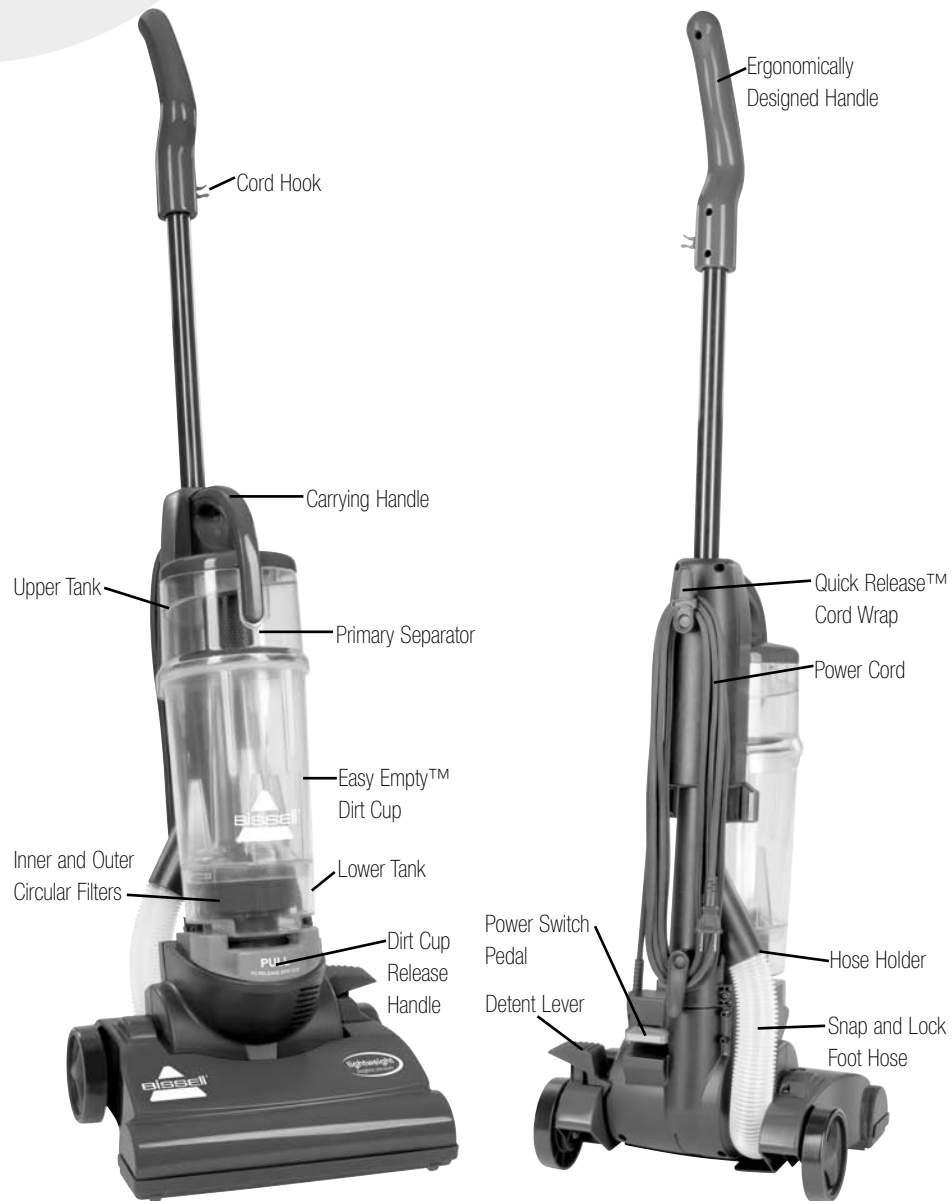
SAVE THESE INSTRUCTIONS FOR FUTURE USE.

THIS APPLIANCE HAS A POLARIZED PLUG.

To reduce the risk of electric shock, this appliance has a polarized plug (one blade is wider than the other). This plug will fit in a polarized outlet only one way. If the plug does not fit fully in the outlet, reverse the plug. If it still does not fit, contact a qualified electrician to install a proper outlet. Do not change the plug in any way.

This model is for household use only.

Product view



www.bissell.com



800.237.7691

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How to use this guide

This user's guide has been designed to help you get the utmost satisfaction from your lightweight bagless vacuum. You'll find assembly and operating instructions, safety precautions, as well as maintenance and troubleshooting instructions. Please read this guide thoroughly before assembling your vacuum cleaner.

Pay particular attention to the product diagram, assembly instructions, and part names. Locate and organize all parts before assembly. Familiarize yourself with the parts and where they go. Following this user's guide will greatly enhance your ability to get the most performance from your vacuum for many years.

Your vacuum comes in two, easy-to-assemble components: the handle and the base.

WARNING:
Do not plug in your vacuum cleaner until you have completely assembled it per the following instructions and are familiar with all instructions and operating procedures.

Assembly

1. Position the handle so the lower snap is facing the back of the vacuum.
2. Line up the holes on the base with the snap and knob on the handle.
3. Insert the handle into the base and push until you hear it lock into place.

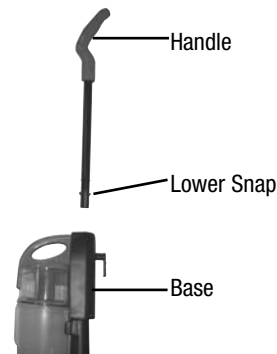
Note: The handle is designed so only the correct snaps will fit comfortably with the holes in the base. Do not use excessive force while assembling this vacuum. It should fit together with ease.

Your vacuum assembly is now complete.

Handle position

Press the detent lever with your foot to place your vacuum in one of three positions.

1. Upright- For storage and transporting.
2. Normal Cleaning- Press detent lever once. Use for most household floor cleaning tasks.
3. Low Cleaning- With the vacuum in normal cleaning position, press detent lever again. Use for reaching under low furniture, such as tables, chairs, or beds.



Operations

Transporting cleaner

1. To move your cleaner from room to room, put the handle in the upright position, tilt the cleaner back on its rear wheels, and push forward.
2. The cleaner can also be moved by using the carrying handle on the front.

Using your cleaner

1. Remove the plastic plug guard and dispose.
2. Unclip polarized plug from power cord.
3. Rotate the Quick Release cord wrap towards floor and slip power cord from upper and lower cord wraps.
4. Connect power cord plug to a polarized outlet.
5. To keep the power cord out of your way while cleaning, place it in the cord hook near the top of the handle.

Power Switch pedal

The power switch pedal is located on the back of the cleaner, under the cord wraps.

1. Step on the power switch to turn the unit "On". The rotating floor brush and suction will start.
2. Step on the pedal again to turn the vacuum "Off".



CAUTION:

Before using your vacuum, make sure the dirt container is locked in place, and that all filters (inner circular, outer circular, and pre-motor) are in place. Do not operate your vacuum without these filters.



Tip:

Before cleaning under low furniture, check for objects that might block the vacuum hose. Do not pick up hard or sharp objects such as glass, nails, screws, coins, paper clips, etc. with vacuum.



Maintenance and care

How to maintain your Vacuum

To maintain maximum cleaning performance, the following maintenance steps must be performed:

1. Clean the dirt tank if any visible clogs occur.
2. Empty the dirt cup when the dirt reaches the "Full" line on the side.
3. Check the inner and outer circular filters, and the pre-motor filter at least once a month and clean or replace as needed.
4. Check rotating floor brush frequently, remove any strings, hair or debris that might interfere with the suction power.

Note: More frequent filter cleaning or replacement may be necessary if you are vacuuming new carpet, fine dust, or have allergy concerns. Follow the instructions on the following pages to perform these simple maintenance steps.

Cleaning the dirt tank

You have three parts to your dirt tank: upper tank, dirt cup, and lower tank.

Emptying the dirt cup

The dirt cup needs to be emptied when dirt reaches the "Full" line.

1. Turn off vacuum and unplug it from electrical outlet.
2. Remove dirt cup by pulling dirt cup release handle then left dirt cup out.
3. Empty dirt into garbage container.
4. Put the dirt cup back in the vacuum and push in the dirt cup release handle to lock into place.

Note: There are two clips on the base of the vacuum that the cup will fit into to ensure proper placement.



WARNING:

To reduce the risk of injury from moving parts and/or electrical shock, step power switch to "OFF" and disconnect polarized plug from electrical outlet before performing troubleshooting checks



Tip:

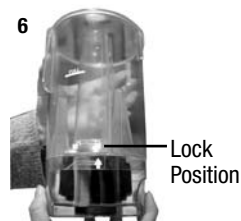
The dirt cup may be washed in warm water with a mild detergent. Remove the lower tank from the bottom before washing. Rinse and dry thoroughly before re-attaching it.



Maintenance and care

Cleaning the lower tank and inner circular filters

1. Turn off vacuum and unplug it from electrical outlet.
2. Remove dirt cup by pulling the dirt cup release handle then lift dirt cup out.
3. Grasp the lower tank located at the bottom of the dirt cup and twist to unlock and remove.
4. Grasp the circular filters and twist to unlock. Pull straight up to remove.
5. Separate the outer foam and the inner pleated circular filters. Wash them by hand in warm water. Mild detergent may be used if desired. Rinse well, then air dry thoroughly before putting back together and replacing in lower tank.
6. Reassemble the lower tank with the dirt cup by twisting them together until the arrow is aligned with the lock symbol.



Tip:

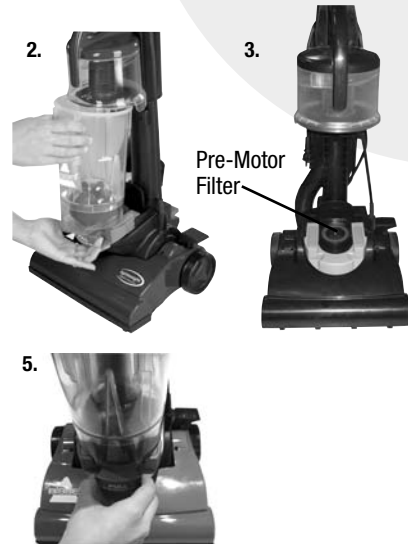
Vacuuming new carpet or vacuuming fine powders such as drywall dust may clog the filters, so check them more frequently. Shake out or replace as necessary.

Maintenance and care

Cleaning the pre-motor filter

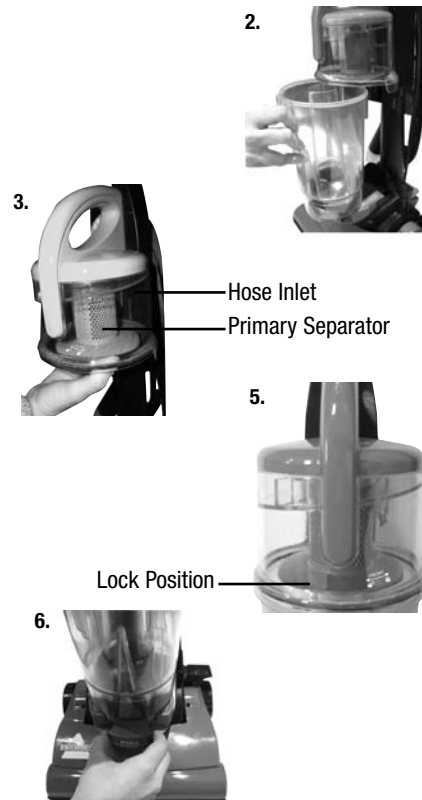
The pre-motor filter protects the motor from debris. It is the small, round filter located underneath the dirt cup, right above the motor.

1. Unplug the cleaner from the electrical outlet.
2. Remove dirt cup by pulling the dirt cup release handle then lift dirt cup out.
3. Remove the small round pre-motor filter located on the base of the vacuum.
4. Remove any dust or debris from the filter. Rinse well under warm water, then air dry thoroughly before replacing.
***Note: Always make sure all filters are in place and thoroughly dry before using this vacuum.**
5. Replace dirt cup and push in dirt cup release handle to lock into place.



Cleaning the upper tank

1. Turn off vacuum and unplug it from electrical outlet.
2. Remove dirt cup by pulling the dirt cup release handle then lift dirt cup out.
3. Pull down and twist the primary separator to unlock it. Brush off any dirt and rinse off screen with warm water. Air dry completely before replacing.
4. Check hose inlet for any clogging.
5. Reassemble the primary separator by centering the front symbol and twisting toward lock position, as shown.
6. Replace dirt cup and push in dirt cup release handle.



! WARNING:
Do not operate vacuum cleaner with damp or wet filter or without all filters in place.

Maintenance and care

Power cord storage

When you have finished using your Lightweight Bagless Vacuum, store the power cord on the cord wrap.

1. Turn off vacuum cleaner and unplug power cord.
2. Loop power cord around cord wraps on back of cleaner, making certain Quick Release cord wrap is pointed up towards handle.
3. Clip molded plug to power cord to secure.

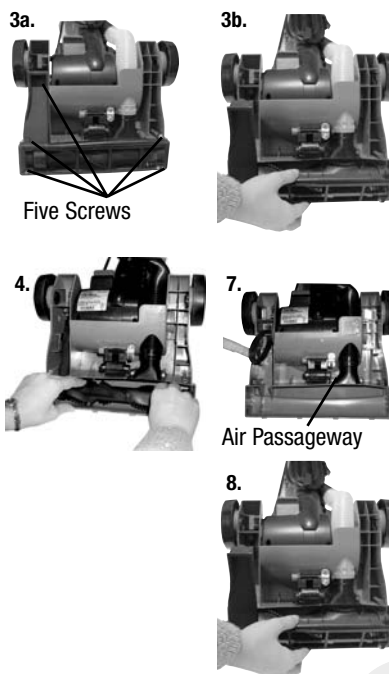
Clean and replace rotating floor brush

You should check your cleaner's rotating floor brush and drive belt regularly for wear or damage. You should also clean the brush and brush ends by removing string, hair and carpet fibers. These can wrap around the brush and hamper its ability to effectively clean your carpet. Also, remove any debris that has accumulated under the brush cover.

1. Turn off vacuum and unplug from electrical outlet.
2. Place vacuum upside down with brush roll facing upwards.
- 3a. Remove five screws as shown with a small Phillips screwdriver.
- 3b. Lift off brush cover.
4. Grasp floor brush at both ends and lift out.
5. Clean strings, hair and other debris from floor brush, motor shaft, and drive belt.
6. Check floor brush for worn areas and replace if needed.
7. Check air passageway for obstructions. Remove debris from this area.
8. When finished cleaning, reposition floor brush and drive belt. Then replace the brush cover and five screws.

WARNING:

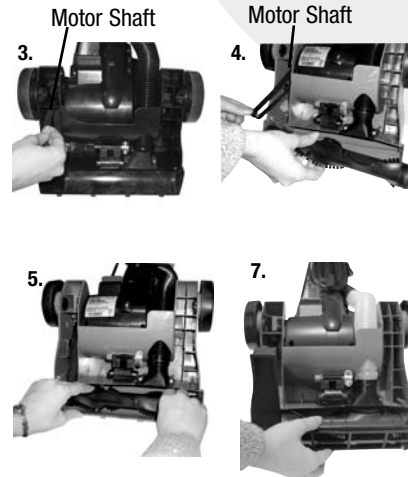
To reduce the risk of injury from moving parts and/or electrical shock, turn power switch OFF and disconnect polarized plug from electrical outlet before performing troubleshooting checks.



Maintenance and care

Replace drive belt

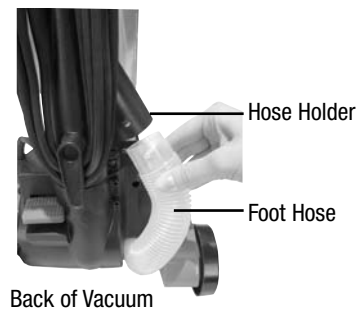
1. Follow steps 1-4 of previous section, "Clean and replace rotating floor brush".
2. Check drive belt carefully for wear, cuts and stressed areas. If the drive belt appears worn, you will need to replace it.
3. Grasp old drive belt and remove from motor shaft. Discard old drive belt.
4. Loop new drive belt over motor shaft and stretch other end over floor brush in the space provided between the bristles.
5. Place ends of floor brush down into slots on sides as shown.
6. Turn floor brush by hand several times in the direction of the motor shaft. If properly installed, drive belt will align itself on floor brush.
7. Reposition brush cover and screws.



Cleaning foot hose

1. Turn off and unplug the vacuum from the electrical outlet.
2. Place vacuum in the upright position.
3. Locate the snap where the hose connects to the back of the vacuum. Push in the snap and pull out the hose from the holder.
4. Look to see if there is any debris in the hose.
5. Use a long narrow object, such as a broomstick to clean the hose. Remove any clogs or debris.
6. Replace by snapping hose back into the holder.

***Note:** If the debris cannot be reached through the hose, then follow the instructions for cleaning the air passageway in the "Clean and replace rotating floor brush" section.



! WARNING:
Do not use sharp objects such as a hanger, to remove clogs.

Troubleshooting



WARNING:

To reduce the risk of injury from moving parts and/ or electrical shock, turn power switch OFF and disconnect polarized plug from electrical outlet before performing troubleshooting checks.

Vacuum cleaner won't run

Possible causes

1. Vacuum cleaner is not plugged in
2. Household fuse/breaker

Remedies

1. Check electrical plug
2. Check/replace fuse or reset breaker

Vacuum cleaner won't pick up dirt

Possible causes

1. Dirt cup is full
2. Filter dirty
3. Hose not secure
4. Dirt cup not in place
5. Vacuum path clogged
6. Rotating power brush drive belt broken
7. Drive belt stretched
8. Floor brush bristles worn
9. Floor brush jammed

Remedies

1. Empty dirt cup
2. Check, remove debris or clean
3. Check to be sure hose is snapped into place
4. Make sure dirt cup is fully inserted and dirt cup release handle is pushed in completely
5. Visually check air passageway, hose inlet, and hose for anything that might be obstructing the vacuum path. Carefully remove blockage
6. Replace drive belt
7. Check drive belt area and remove obstructions
8. Replace floor brush
9. Remove floor brush and clean debris from brush and ends

Warranty

This warranty gives you specific legal rights, and you may also have other rights which may vary from state to state. If you need additional instruction regarding this warranty or have questions regarding what it may cover, please contact us by E-mail, telephone, or regular mail as described below.

Limited One Year Warranty

Subject to the ***EXCEPTIONS AND EXCLUSIONS** identified below, the Wal-Mart Store where this product was purchased will replace with new product or refund the purchase price, at Wal-Marts discretion, free of charge from the date of purchase by the original purchaser, for one year based on availability of product. Sales receipt is required to determine date and purchase price.

This warranty applies to product used for personal use only, and not intended for commercial or rental service. This warranty does not apply to motor fans or routine maintenance components such as filters, belts, or brushes. Damage or malfunction caused by negligence, abuse, neglect, unauthorized repair, or any other use not in accordance with the User's Guide is not covered.

Website or E-mail:

www.bissell.com

Use the "Customer Services" tab.

Or Call:

BISSELL Consumer Services

1-800-237-7691

Monday - Friday 8 a.m. - 10 p.m. ET

Saturday 9 a.m. - 8 p.m. ET

Or write:

BISSELL Homecare Inc.

PO Box 3606

Grand Rapids MI 49501

ATTN: Consumer Services

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