



SWAN CYCLONIC UPRIGHT



INSTRUCTION MANUAL

Model: SU3017



GUARANTEE

This product is guaranteed for 2 years from the date of original purchase.

If any defect arises due to faulty materials or workmanship, the unit will, either be repaired, replaced or refunded at our discretion.

The following conditions apply:

- The product must be returned to the retailer with original proof of purchase.
- The product must be installed and used in accordance with the instructions contained in this user instruction guide.
- It must be used only for domestic purposes.
- It does not cover wear and tear, damage, misuse or consumable parts.
- The supplier has no responsibility for incidental or consequential loss or damage.
- Valid in the UK & Eire only.
- Valid only if purchased from the LWSD Group.

Technical Specification:

Power supply:	220V-240V AC. 50Hz
Power Consumption:	1600 Watts Nom, 1800W Max
Model number:	SU3017
Protection:	Class II



LWSD Group
L70 1AB
Box MPRC8

Swan Vacuum Helpline. Please Call 01733 404703
Swan Vacuum Spare Parts. Please Call 01733 404709
Calling from outside the UK please call - 00 44 1733 404703

IMPORTANT SAFETY INSTRUCTIONS

When using your **Cyclonic Upright Vacuum**, the following basic safety precautions should be observed:

1. Never vacuum wet surfaces, pick up wet objects or use in wet conditions.
2. Always disconnect the vacuum from the electrical supply before attempting any maintenance.
3. Do not vacuum anything that is burning or smoking, such as cigarettes, matches, or hot ashes.
4. Do not use the vacuum to pick-up large objects that could, damage or cause a blockage.
5. Do not use the vacuum to pick up builders rubble, sand, plaster dust etc.
6. This vacuum cleaner is for domestic use only. Industrial or commercial use invalidates the warranty.
7. Do not let children use the vacuum cleaner unattended.
8. Do not use without a dust bag/bin and filter in place.
9. Use extra care when cleaning on stairs.
10. Always ensure the vacuum height setting is set in the tools position when using on stairs. Take extra care not to allow the vacuum to tilt and the beater bar make contact with the carpet whilst using the tools on the stairs.
11. Keep hair, loose clothing, fingers and all parts of the body away from openings and moving parts.

Safety Alerts:

To reduce the risk of fire, electric shock, or injury

1. Do not leave the vacuum unattended when plugged in, unplug from the outlet when not in use and before servicing.
2. To reduce the risk of electric shock, do not use outdoors or on wet surfaces.
3. Use only as described in this manual.
4. Do not use with a damaged cord or plug.
5. Do not run the vacuum cleaner over the cord. Keep the cord away from heated surfaces.
6. Do not unplug by pulling on the cord. To unplug, grasp the plug, not the cord.
7. Do not handle the plug or the vacuum cleaner with wet hands.
8. Turn off all controls before unplugging.

Electrical Safety

Before switching on, make sure that the voltage of your electricity supply is the same as that indicated on the rating plate. This product is designed to operate on 220 – 240V AC; 50Hz. Connection to any other power source may damage the unit.

This product may be fitted with a non – rewirable plug. If it is necessary to change the fuse in the plug, the fuse cover must be refitted. If the fuse cover becomes lost or damaged, the plug must not be used until a suitable replacement obtained.

If the plug has to be changed because it is not suitable for your socket, or becomes damaged in any way, it should be cut off and an appropriate plug fitted following the wiring instructions below. This should be carried out by a qualified electrician. The plug removed must be disposed of safely, as insertion into a 13 Amp socket is likely to cause an electrical hazard.

IMPORTANT – THIS IS A CLASS II APPLIANCE AND DOES NOT REQUIRE AN EARTH CONNECTION.

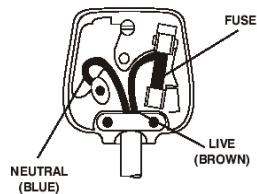
Wiring Instructions

The wires in this mains lead are colored in accordance with the following code:

Blue = Neutral

Brown = Live

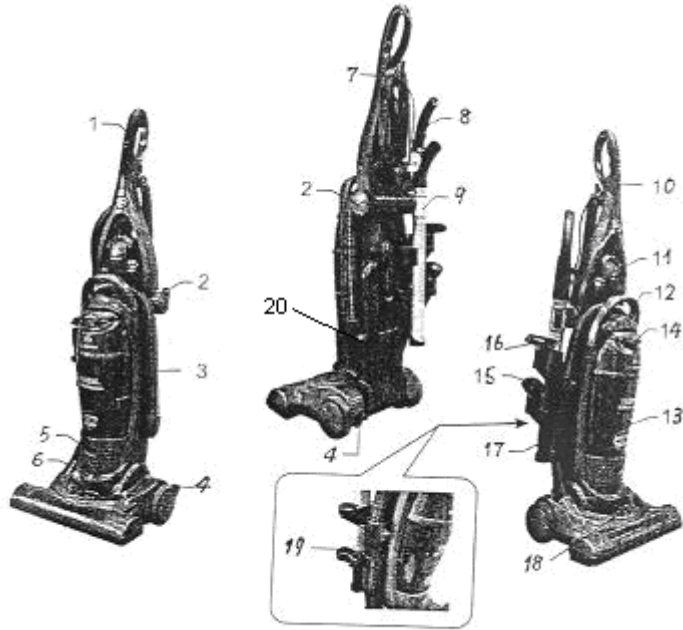
As the colours of the wires in the mains lead of this appliance may not correspond with the coloured markings identifying the terminals in your plug, proceed as follows (refer to the plug wiring diagram).



- The wire which is coloured **BLUE** must be connected to the terminal which is marked with the letter **N** or coloured Black.
- The wire which is coloured **BROWN** must be connected to the terminal which is marked with the letter **L** or coloured Red.

If a 13Amp (BS1363) plug is used, a 13Amp (BS1362) fuse must be fitted, or if any other type of plug is used, a 13Amp fuse must be fitted, either in the plug or adaptor, or on the Distribution Board.

Description:



- | | | | |
|----|---------------------------------|----|------------------------|
| 1 | Folding Handle | 11 | Air Driven Turbo Brush |
| 2 | Folding Handle Release Latch | 12 | Carry Handle |
| 3 | Flexible Hose | 13 | Dust-Bin |
| 4 | Handle Release Pedal | 14 | Dust-Bin Handle |
| 5 | Exhaust Filter Cover | 15 | Dusting Brush |
| 6 | Bin Full Indicator | 16 | Upholstery Brush |
| 7 | Quick Release Power Cord Holder | 17 | Crevice Tool |
| 8 | Hose Handle | 18 | Carpet Height Adjuster |
| 9 | Telescopic Tube | 19 | Tool Caddy |
| 10 | On/off Switch | 20 | Inspection door |

OPERATING INSTRUCTIONS

Assembling Your Vacuum Cleaner

1. Carefully unpack all components and set aside the packaging.
2. Lift vacuum body to the upright position.
3. Swing the folding handle into the upright position



4. The handle will click and lock in place.

(Fig. 1)

Fig 1

5. Make sure the quick release cord holder is in the upright position.

Quick Release



6. Wrap the cord into place by wrapping it in a clockwise direction around the quick release cord holder and the lower cord holder. (Fig. 2)

Fig 2

7. Turn the quick release cord holder left or right 180° to unwrap the power cord. (Fig. 2)

On/off switch

The On/Off slide switch is sited on the handle of the vacuum

How to Start

The upright vacuum can be used on multiple types of carpeting, bare floors or upholstery with attachments. When using the attachment tools such as the crevice tool and the upholstery brush, place the handle of the vacuum in the upright position and set the carpet height selector to the tools setting.

1. Turn the quick release cord holder to either side 180° to release the power cord.
2. Plug the power cord into an electrical outlet socket.
3. Depress on the handle release pedal to lower the handle.
4. Slide the On/Off button to the "ON" position to switch on the vacuum. When using the attachments, the vacuum must be in the upright position. (Fig. 3)

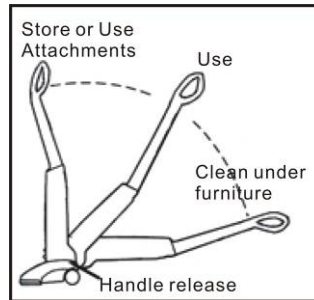


Fig 3

OPERATING INSTRUCTIONS

Carpet Height Adjustment

This upright vacuum can be used on multiple types of carpet, bare floors and upholstery with attachments.

To select a carpet height setting:

1. Turn the vacuum cleaner "Off".
2. Select your carpet height setting by turning the height adjustment knob to the setting you desire. (Fig.4)

Fig. 4



Suggested Pile Height Settings:

You may need to raise the height of the vacuum to make some jobs easier, such as scatter rugs and longer pile carpets. Suggested settings are:

- 5 HIGH:** shag carpet, long pile, plus scatter rugs and tools.
- 3 MED:** medium pile.
- 1 FLOOR:** very low pile, bare floors.

Attaching the Telescopic Tube to the Hose

1. Attach the flexible hose to the hose handle by pushing on and twisting to lock. Push the hose handle onto the telescopic tube. (Fig. 5)

To extend the telescopic tube, simply push forward on the plastic button and pull the inner tube outward to extend for a longer reach. (Fig. 6)

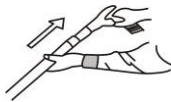


Fig. 5

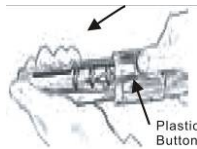


Fig. 6

Using and Storing the Accessories

The vacuum is designed with a built-on tool caddy for the accessories.

1. On the side of the vacuum is a storage space for the upholstery brush, crevice tool, dusting brush and telescopic tube. (Fig. 7)

Fig. 7



Caution: Do not use the upholstery brush on delicate or woven fabrics that may snag on the upholstery brush.

Do Not use the upholstery brush on wooden floors as this accessory might cause mild scratching.

Using the Attachments

Warning: To reduce the risk of electric shock, the power cord must be disconnected before attaching or removing accessories.

- a) Place the vacuum in its upright position. Make sure the vacuum cleaner is **NOT** plugged into the electrical outlet when adding or removing accessories.
- b) Make sure the carpet height selector is set to the "Tools" position (Fig.8)



Fig. 8

Tools

OPERATING INSTRUCTIONS

- c) Remove the hose connector from the side of the unit and attach the hose handle. (Fig. 9)
- d) If additional length is required, attach the hose handle to the telescopic tube and then attach the desired accessory.

Fig.9



Dusting Brush

The dusting brush is used for furniture.

Crevice Tool

For radiators, crevices, corners, baseboards and between cushions.

Upholstery Tool

The upholstery tool is ideal for use on furniture.

The unique surface makes it an excellent tool for removing unwanted pet hair.

NOTE: This tool is not a grooming tool and should not be used on animals.

Caution:

Do not use the upholstery tool on delicate or woven fabrics that may snag on the upholstery brush.

Do Not use the upholstery tool on wooden floors as this accessory might cause mild scratching.

Do NOT over extend the hose length when reaching. Doing so may cause the vacuum to tip over.

Warning: Avoid tilting the vacuum on carpeted stairs whilst using the hose with attachments. The agitator will continue to rotate whilst using the attachments. Avoid leaving the vacuum in one place for an extended period of time, particularly on thick carpet.

Using the Air Driven Turbo Brush

1. Pull out the air driven turbo brush from the storage compartment. (Fig. 10)

Fig. 10



1. Connect the air driven turbo brush to the hose handle or telescopic tube.

The efficiency of your Air Driven Turbo Brush depends on the bristle brush rotating at high speed. Strong air suction is needed to accomplish this. In order to ensure maximum air suction is maintained, please read the following instructions:

- a) Empty the Dust-Bin frequently during use.
- b) Always "TapClean" the HEPA dust-bin filter each time the dust-bin is emptied.
- c) Ensure the rotating bristle brush is kept free of hair and string.
- d) Inspect the turbine regularly to ensure the air passage is free of dirt and debris.

Cleaning Air Driven Turbo Brush

Locking Latch

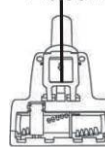


Fig. 11

Tilt Upwards

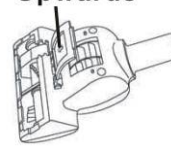


Fig. 12

- a) Pull the locking latch upwards to open the inspection door of the Turbo brush. (Fig 11).
- b) The door housing is hinged and will tilt up approximately 45° only. (Fig. 12)

OPERATING INSTRUCTIONS

Cleaning Air Driven Turbo Brush cont.

- c) Inspect the turbine wheel and air passage for debris and blockages. Remove debris if present.
- d) Inspect the rotating brush for built-up hair or string. If present, remove carefully by cutting with scissors. Avoid damaging or cutting bristles.
- e) Once clean, close the inspection door.

Bin Full Indicator

When the bin full indicator lights, either the dust-bin is full, the HEPA filter requires cleaning or there is a blockage in the hose or telescopic tube. You must check and empty the dust-bin, clean the HEPA filter and debris screen also, check the unit for any blockages in the hose and tubes. Check behind inspection door see page 4.



Fig. 13 Bin full indicator

Removing & Emptying the Dust-Bin

The "Dust-Bin" must be emptied when the dirt level is "FULL", or if the bin full indicator has lit. To remove the dust-bin from the vacuum follow steps 1 and 2:

1. To remove the dust-bin, lift the dust-bin release handle then pull the dust-bin out from the vacuum. (Fig. 14)



Fig. 14

2. To empty the dust-bin, hold it by the handle and over a garbage can and press the trap door release button to empty. (Fig. 15)



Fig. 15

Cleaning the Dust-Bin

The dust-bin can be washed in lukewarm water. Do not use strong detergents. Ensure that the dust-bin is fully dry before replacing in the vacuum cleaner. (Fig. 16)



Fig. 16

Do not wash in dishwasher.

Cleaning the HEPA Dust-Bin Filter

IMPORTANT, Please Note:

The rinseable "TapClean" HEPA Dust-BIN Filter will stop most dust particles and airborne allergens from re-entering the air you breathe.

In fact it stops 99.97% of all particles as small as 0.3 microns - many times smaller than a human hair.

Because of this the HEPA Filter will quickly accumulate many fine dust particles inside the

white filter folds that will eventually block or reduce the vacuum suction power – if not cleaned properly.

Clean the HEPA Filter after each use as described in this section.

To remove the HEPA filter, hold the dust cup container by the handle and turn the cover anti-clockwise to unlock the dust-bin container lid. (Fig. 17)

1. To remove the HEPA filter from the dust cup.



Fig. 17

Turn over the dust-bin lid and twist the HEPA filter anti-clockwise to unlock. (Fig. 18)

Fig. 18



1. Clean the HEPA filter after every use with the built in pleat cleaner. Turn the knob on top of the HEPA filter cartridge to clean the HEPA filter. (Fig. 19)

Fig. 19



2. Remove the filter and "TapClean" on a hard surface to remove any residual dust that might be within the filter. (Fig.20)



Fig. 20

3. You can wash / rinse the HEPA filter. (Fig. 21)



Fig. 21

Important: NEVER use the pleat cleaner knob on the HEPA filter if the HEPA filter is wet. Doing so will cause damage to the filter.

Note: We recommend washing the filter once a month or when suction appears reduced. Always allow 24 hours for drying before refitting to the vacuum. The HEPA dust-bin filter should, however, be replaced every three (3) to six (6) months to ensure peak performance of your vacuum.

Please Note: The white material in the HEPA filter will discolour over time - This is NORMAL and will NOT affect the performance of the filter.

For Best Performance:

Always empty the dust-bin and clean the HEPA dust-bin filter and debris screen before each use and during prolonged usage. Never over fill the dust-bin.

Cleaning the Debris Screen

1. To remove the debris screen from the dust-bin: With the trap door open, grasp the frame within the dust -bin and turn clock-wise and remove. Either brush gently or rinse the frame in lukewarm water to remove any dust that is adhering to the screen. **Fig 22**



Fig 22

2. Make sure the debris screen is completely dry before refitting to the dust-bin.

3. To refit the debris screen, insert the screen into the dust-bin and turn anti-clockwise to lock.

Cleaning the Pre-Motor Filter

Located beneath the dust-bin on the vacuum is a pre-motor filter that should be cleaned each time the HEPA filter is cleaned.

1. Remove the dust-bin.
2. Lift the pre-motor filter out.
3. Rinse in lukewarm water and let the filter air dry for 24 hours before re-installing.
4. When the filter is dry, refit to the vacuum.



Do not use a washing machine to rinse the filter. Do not use a hair dryer to dry it. Air dry only. Never operate the vacuum without **ALL** filters in place.

Note: This is a washable filter, but we recommend replacing it every three (3) months.

Note: A severely blocked filter should be thoroughly washed with fresh water. A mild detergent can be used if required.

Changing & Cleaning the Charcoal Exhaust Filter

The exhaust filter is located at the front of the vacuum. Please note; this filter is **not** washable and should only be cleaned by lightly brushed. It is recommended that the Charcoal filter be replaced every 3-6 months.

Changing & Cleaning the Charcoal Exhaust Filter cont.

1. Insert a thumb into the slot on the exhaust filter cover then press down and pull the cover outwards. (Fig. 23)
2. Pull out the exhaust filter frame. (Fig. 24)
3. Clean the exhaust filter by lightly brushing. Charcoal filters reduce pet odours released from within the vacuum and should be replaced every 3-6 months for optimum performance.



Fig. 23



Fig. 24

Cleaning & Changing the Belt

Warning: To reduce the risk of electric shock, the power cord must be disconnected before performing any maintenance / trouble shooting checks.

Occasionally the vacuum drive belt will require changing, the frequency of change will depend upon the amount you use your vacuum.

1. Turn the vacuum "Off" and unplug from power supply.
2. Release the handle by pressing on the handle release pedal and pull back on the handle until it releases from its upright position. Turn the vacuum over and place on the floor.
3. With a screw driver remove the five (5) screws on the bottom plate. (Fig. 25)



Fig. 25



Fig. 26



Fig. 27

4. Remove the bottom cover of the floor head. (Fig. 26)
5. Lift the right side of the agitator brush first and then lift the left hand side and lift out the agitator brush. (Fig. 27)
6. Carefully remove any belt residue that may exist in the drive belt area.
7. If the drive belt has broken, remove any loose pieces before replacing with a new drive belt.
8. Remove the worn or broken drive belt from the motor drive shaft.
9. Turn the new drive belt sideways then loop it over the motor drive shaft and then over the agitator pulley on the agitator. (Fig. 28)

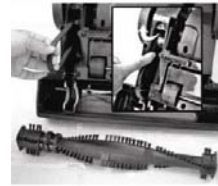


Fig. 28

Note: The drive belt is consumable part. Please call 01733 404 709 to buy genuine Swan spare parts.

OPERATING INSTRUCTIONS

Cleaning & Changing the Belt

Please Note:

The agitator end caps show an arrow that indicates the correct direction the agitator must be installed when refitting.

10. Insert both sides of the agitator by placing the end caps of the agitator, down into the slots on each side. Press firmly to make sure that each end is completely inserted.

11. Check to make sure that the belt is centered on the pulley and that the agitator turns.

12. Replace the cover over the floor head base and replace the screws.

Storage

The vacuum handle has a unique handle which folds for easy storage.

1. To fold the handle; turn the folding handle release latch below the handle. (Fig. 29)



Fig. 29

2. Push the handle down until it is in the storage position.

3. To return the handle to the upright position, pull handle upwards to the upright position until you hear the handle lock into place.

4. NOTE: The folding handle release latch is on a spring and will return to its original position.

Motor Thermostat

Important: This unit is equipped with a motor protective thermostat. If for some reason the vacuum cleaner should overheat, the thermostat will automatically turn the vacuum off. Should this occur:

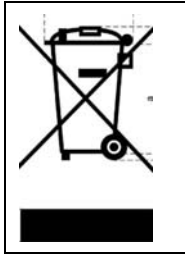
1. Turn the vacuum Off.
2. Disconnect the plug from the power source.
3. Check the source of overheating. (i.e. blocked hose or filter)
4. If there is a blocked hose or filter, unblock and clean / replace the filters if necessary.
5. Wait between 30 - 60 minutes before attempting to reuse the vacuum. The thermal protection device should cool down within this time and the vacuum can then be reused.

PROBLEM SOLVING

This appliance was inspected thoroughly and was in good operating condition when it was shipped from the factory. If a minor problem occurs, it usually can be solved quite easily. Therefore, this checklist is provided for your convenience.

PROBLEM	POSSIBLE CAUSE	POSSIBLE
Cleaner Won't Run	<ol style="list-style-type: none"> 1. Not properly plugged into outlet. 2. No electricity in wall outlet 3. On/Off switch not turned on. 4. Motor thermostat tripped. 5. Blown fuse/tripped breaker. 	<ol style="list-style-type: none"> 1. Plug in firmly. 2. Reset circuit breaker or replace the fuse. 3. Push on/off switch to on. 4. Reset motor thermostat. 5. Check fuse or breaker.
Cleaner Won't Pick Up	<ol style="list-style-type: none"> 1. Full or clogged dust cup. 2. Wrong pile height setting. 3. Clogged nozzle or dust inlet port. 4. Blocked hose – Check behind inspection door (No 20 page 4). 5. Broken belt. 6. Hose not inserted fully. 7. Dirty filters. 8. HEPA filter needs cleaning or replacing. 9. Debris screen needs cleaning. 	<ol style="list-style-type: none"> 1. Clean dust cup. 2. Adjust setting. 3. Remove obstruction. 4. Remove obstruction. 5. Replace belt. 6. Push hose in securely. 7. Clean / change filters 8. Clean or replace HEPA Filter. 9. Clean debris screen.
Cleaner Picks Up Moveable Rugs Or Pushes Too Hard	<ol style="list-style-type: none"> 1. Wrong pile height setting. 	<ol style="list-style-type: none"> 1. Adjust setting.
Agitator Does Not Turn	<ol style="list-style-type: none"> 1. Broken drive belt 2. Belt(s) installed incorrectly. 	<ol style="list-style-type: none"> 1. Replace drive belt. 2. Check belt and agitator bar.
Air Driven Turbo Brush Does Not Rotate Or Rotates Slowly	<ol style="list-style-type: none"> 1. Rotating brush, turbine obstructed. 2. Belt broken. 3. Hose obstructed. 4. HEPA filter or debris screen clogged. 	<ol style="list-style-type: none"> 1. Clear obstructions. 2: Call 01733 404 709 3. Clear obstruction. 4. Clean HEPA filter or debris screen.
Air Flow Restricted With Attachment Use Sound Changes	<ol style="list-style-type: none"> 1. Attachment use restricts air flow. 2. New carpet debris clogging air path. 	<ol style="list-style-type: none"> 1. Check attachment. 2. Remove obstruction.

WASTE ELECTRICAL RECYCLING



This symbol indicates that this product is classed as Electrical or Electronic Equipment and should not be disposed of with other household waste.

The Waste Electrical and Electronic Equipment (WEEE) Directive has been introduced across the European Union:

- to recycle waste electrical products using the best available recovery and recycling techniques in order to minimise the impact on the environment
- to treat any hazardous substances and
- to avoid increasing landfill.

WEEE product should be disposed of by handing it over at a designated collection point.

For more information about where you can drop off your waste product for recycling please contact your local authority.

Service

- If the vacuum cleaner is malfunctioning or the power cord is damaged in any way, don't use the vacuum cleaner. The vacuum cleaner must be repaired by a qualified service agent.
- If you have any problems with your vacuum cleaner, please call the Swan helpline: 01733 404703.

Available Spares:

SU3016/01	Hose
SU3010/02	Belt
SU3010/03	Beater Bar
SU3016/04	Telescopic Tube
SU3016/05	Upholstery Tool
SU3016/06	Crevice Tool
SU3016/07	Dusting Brush
SU3017/08	Turbo Brush
SU3017/09	Dustbin & Lid
SU3010/10	Debris Screen (not supplied with filter kit)
SU3010/11	HEPA Filter
SU3015/12	Exhaust Charcoal Filter
SU3015/51	Filter Kit

SWAN VACUUM HELPLINE: PLEASE CALL 01733 404703

SWAN VACUUM SPARE PARTS: PLEASE CALL 01733 404709

When calling from outside the UK please use - 00 44 1733 404703

