Coolant Bleed Procedure – by: Rod Moore

You will want to open the bleed screw with the engine running only, cap off is ok. This will create a slight pressure in the radiator that will push the air/coolant out the bleed screw. Turn heater on and to its highest, hottest settings). Once you have gotten most of the air out (coolant coming out of the bleed screw) you will want to tighten the bleed screw and leave it closed. Rinse off the coolant.
To make up the reservoir level just unscrew the radiator cap with the engine cold and fill with 50/50% coolant/distilled water until the level flag is at the top of the neck. Having the front of the car slightly elevated is good, but not necessary as long as the car is on level pavement. (Editor's note: In my experience, elevating the nose of the car by parking on a steep slope is preferred to get the bleeder above the heater core as much as possible so air will migrate to the highest point) You will most likely need to refill the coolant reservoir several times until the coolant level stabilizes. This is due to the numerous small bubbles that will be trapped in the coolant and it will take several hours of engine operation for those to migrate into the coolant reservoir.

Yes, if you open the bleed screw after the system is bled the coolant flag will raise as air enters the top of the radiator and the coolant drains back and overfills the coolant reservoir. You will then want to start the engine and open the bleed screw and bleed the air out. The flag will drop down close to the original level and you will loose a small amount of coolant. If the flag remains slightly higher just put the cap on and the air in the system will migrate back into the reservoir.

I would check the coolant level several times for a week; monitor the flag level and refill if necessary. It should stabilize after several days. If the level keeps going down after a week or two you may have a small leak in your system. The coolant can evaporate as it leaks out and it may be difficult to locate because you will not see liquid coolant at the site of the leak. System pressure testing is best done with the coolant drained so you can watch the pressure in the system drop.