



SOFTWARE USER'S GUIDE

For DCP users; This documentation is for both MFC and DCP models. Where it says 'MFC' in this user's guide, please read 'MFC' as 'DCP'.

Table of Contents

1 Printing

Accessing the printer driver settings.....	1
Basic tab.....	1
Media Type.....	1
Quality.....	2
Page Layout.....	2
Support tab.....	3

2 Scanning

Scanning a document using the TWAIN driver.....	5
Accessing the Scanner.....	5
Using the Scan key (For USB cable users).....	6
Scan to E-mail.....	6
Scan to Image.....	6
Scan to OCR.....	7
Scan to File.....	7
Scan to Card (Not available for MFC-240C and MFC-3360C).....	8

3 ControlCenter3

Using ControlCenter3.....	10
SCAN.....	10
CUSTOM SCAN.....	10
PHOTOCAPTURE (USB only) (Not available for MFC-3360C).....	10
COPY.....	11
PC-FAX (MFC models only).....	11
DEVICE SETTING.....	11

4 Network Scanning (For models with built-in network support)

Before using Network Scanning.....	12
Configuring Network Scanning.....	12
Using the Scan key.....	14
Scan to E-mail (PC).....	14
Scan to Image.....	14
Scan to OCR.....	15
Scan to File.....	15

5 Remote Setup (Not available for DCP models and MFC-240C)

Remote Setup.....	16
-------------------	----

6 Brother PC-FAX Software (MFC models only)

PC-FAX sending	17
Setting up user information.....	17
Sending setup.....	17
Address Book	18
Sending a file as a PC-FAX using the Facsimile style user interface.....	19
PC-FAX receiving (Not available for MFC-240C and MFC-3360C).....	20
Enabling the PC-FAX Receiving software on your machine	20
Running the PC-FAX Receiving software on your PC.....	21
Setting up your PC	21
Configuring the Network PC-FAX Receiving Settings	22
Viewing new PC-FAX messages.....	23

7 PhotoCapture Center™ (Not available for MFC-3360C)

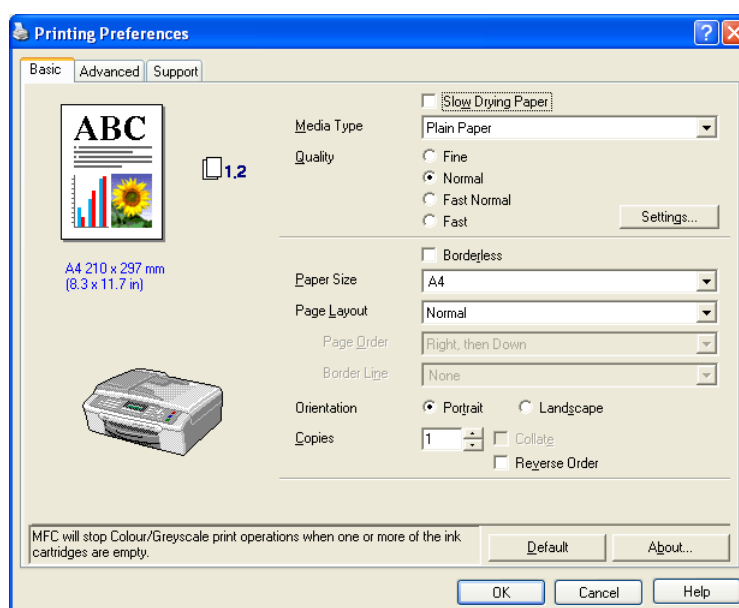
For USB cable users.....	24
For Network users (For models with built-in network support)	25

A Index

Accessing the printer driver settings

- 1 Click **File**, then **Print** in your application.
- 2 Choose **Brother MFC-XXXX USB Printer** or **Brother MFC-XXXX Printer** (where XXXX is your model name) and click **Properties**.
The printer properties dialog box appears.

Basic tab



Media Type

To achieve the best print results, the media being printed on should be selected in the driver. The machine changes the way it prints depending on the selected media type.

- Plain Paper
- Inkjet Paper
- Brother Premium Glossy Photo Paper
- Other Photo Paper
- Transparencies

Quality

- **Highest**

Up to 1200 × 6000 dpi.

- **Photo**

Up to 1200 × 2400 dpi.

- **Fine**

1200 × 1200 dpi.

- **Normal**

600 × 600 dpi.

- **Fast Normal**

600 × 300 dpi.

- **Fast**

600 × 150 dpi.

Media Type	Colour/Greyscale	Print Quality Selection
Plain Paper	Colour/Greyscale	Fast, Fast Normal, Normal , Fine
Inkjet Paper	Colour/Greyscale	Fine, Photo
Brother Premium Glossy Photo Paper or Other Photo Paper	Colour/Greyscale	Fine, Photo , Highest
Transparencies	Colour/Greyscale	Normal , Fine

Page Layout

Page Order (Windows® 2000/XP only)

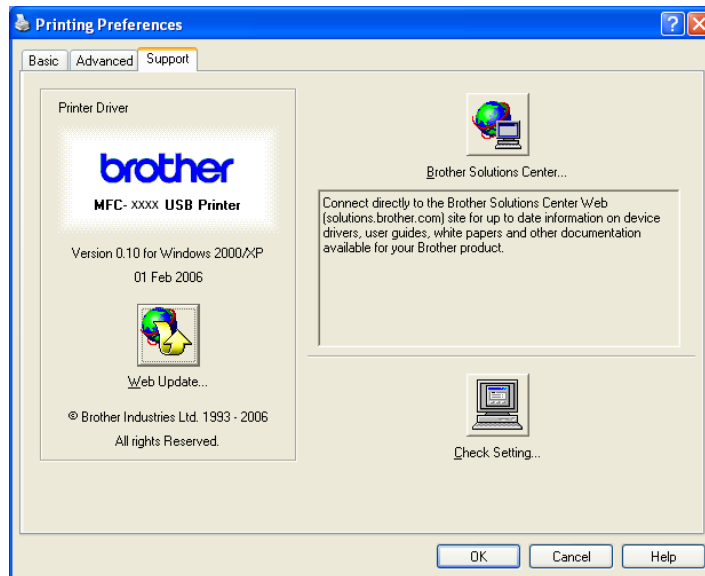
When N in 1 option is selected, the **Page Order** can be selected from the drop-down menu.

Border Line

When printing multiple pages on one sheet with the **Page Layout** feature, you can choose to have a solid border, dashed border or no border around each page on the sheet.

The image shows a software dialog box with three dropdown menus. The first menu is labeled 'Page Layout' and has '2 in 1' selected. The second menu is labeled 'Page Order' and has 'Left to Right' selected. The third menu is labeled 'Border Line' and has 'None' selected.

Support tab



■ Brother Solutions Center

The **Brother Solutions Center** is a web site offering information about your Brother product including FAQs (Frequently Asked Questions), User's Guides, driver updates and tips for using your machine.

■ Web Update

You can check the Brother web site for automatic downloads to update the printer driver on your PC.

■ Check Setting

Scanning operations and the drivers used will differ depending on the operating system you are using. As default, the machine uses a TWAIN compliant driver when scanning documents from your applications.

■ For Windows® XP

Two scanner drivers are installed. A TWAIN compliant scanner driver and a Windows® Imaging Acquisition (WIA) driver.

Windows® XP users can select either driver when scanning documents.



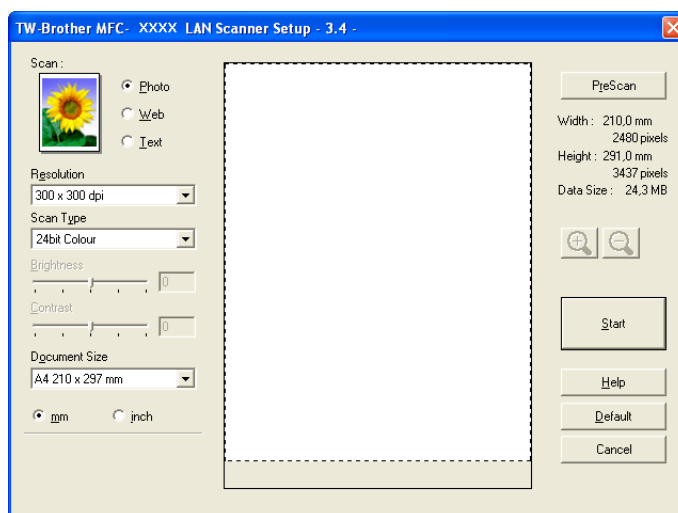
Note

If your PC is protected by a firewall and is unable to scan, you may need to configure the firewall settings to allow communication through port number 137 and 54925. Visit the Brother Solutions Center (<http://solutions.brother.com>) for more information.

Scanning a document using the TWAIN driver

Accessing the Scanner

- 1 Start the ScanSoft® PaperPort® SE software that was installed during the MFL-Pro Suite installation to scan a document.
- 2 Click **File**, then **Scan**. Or click the **Scan** button.
The **Scan** panel appears in the left side of the screen.
- 3 Choose the scanner you are using from the **Scanner** drop-down list.
- 4 Click **Scan**.
The Scanner Setup dialog box appears:






Using the Scan key (For USB cable users)

Note


If you use the **Scan** key on a network, see *Using the Scan key* on page 14.




Before you can use the  (**Scan**) key on the control panel, you have to install the Brother MFL-Pro software suite and connect the machine to your PC. If you installed the MFL-Pro Suite from the included CD-ROM, then the correct drivers and the ControlCenter3 software are installed. Scanning using the

 (**Scan**) key uses the configuration in the **Device Button** tab of the ControlCenter3 software. For details about how to configure the scan settings and to launch the application of your choice using the  (**Scan**) key, see *Using ControlCenter3* on page 10.

Scan to E-mail

- 1 Load your document.
- 2 Press the  (**Scan**) key.
- 3 Press **▲** or **▼** to choose `Scan to E-mail`. Press **OK**.
- 4 Press **Mono Start** or **Colour Start**.
The machine starts scanning the document, it creates a file attachment, and launches your E-mail application, displaying the new message waiting to be addressed.


Scan to Image

- 1 Load your document.
- 2 Press the  (**Scan**) key.
- 3 Press **▲** or **▼** to choose `Scan to Image`. Press **OK**.
- 4 Press **Mono Start** or **Colour Start**.
The machine starts the scanning process.

Scan to OCR


If your original document is text, you can use ScanSoft® PaperPort® SE to scan the document and convert it into a text file which can then be edited in your favourite word processing software. You can change the

 (**Scan**) key configuration.

- 1 Load your document.
- 2 Press the  (**Scan**) key.
- 3 Press ▲ or ▼ to choose `Scan to OCR`. Press **OK**.
- 4 Press **Mono Start** or **Colour Start**. The machine starts the scanning process.

Scan to File

You can scan a black and white or a colour document into your PC and save it as a file in the folder you choose. The file type and specific folder are based on the settings you have chosen in the Scan to File configuration screen of ControlCenter3.

- 1 Load your document.
- 2 Press the  (**Scan**) key.
- 3 Press ▲ or ▼ to choose `Scan to File`. Press **OK**.
- 4 Press **Mono Start** or **Colour Start**. The machine starts the scanning process.



Note

You can choose colour or black and white scanning in the scan type option in the **Device Button** tab of the ControlCenter3 configuration screen.

Scan to Card (Not available for MFC-240C and MFC-3360C)

You can scan black and white and colour documents directly to a media card. Black and white documents will be stored in the PDF (*.PDF) or TIFF file formats (*.TIF). Colour documents may be stored in PDF (*.PDF) or JPEG (*.JPG) file formats. File names are based on the current date. For example, the fifth image scanned on July 1, 2006 would be named 01070605.PDF. You can change the colour, quality and file name.

Resolution (For Monochrome Display models)	Resolution (For Colour Display models)	File Format Options	Default File Format
B/W 200x100 dpi	200x100dpi B/W	TIFF / PDF	TIFF
B/W 200 dpi	200dpi B/W	TIFF / PDF	TIFF
Color 150 dpi	150dpi Color	JPEG / PDF	PDF
Color 300 dpi	300dpi Color	JPEG / PDF	PDF
Color 600 dpi	600dpi Color	JPEG / PDF	PDF

- Put a CompactFlash[®] ¹, Memory Stick[®], Memory Stick Pro[™], MultiMediaCard[™], SecureDigital[™] or xD-Picture Card[™] ² into your machine.


¹ This product supports CompactFlash[®] type1.

² This product supports xD-Picture Card[™] Type M/Type H (Large Capacity).

CAUTION

DO NOT unplug the power cord or remove a CompactFlash[®], Memory Stick[®], Memory Stick Pro[™], MultiMediaCard[™], SecureDigital[™] or xD-Picture Card[™] from the machine while it is reading the card (the **PhotoCapture** key is flashing). You could lose your data or damage the card.

If you take out the media card while the **PhotoCapture** key is flashing, you must restart your PC at once before putting the media card back in. If you put in another media card before the PC is restarted, the data on it may be destroyed.

- Load your document.
- Press the  (**Scan**) key.
- Press **▲** or **▼** to choose **Scan to Card**. Press **OK**.
Do one of the following:
 - To change the quality, go to **5**.
 - To start scanning without changing any settings, press **Mono Start** or **Colour Start**.
- Press **▲** or **▼** to choose the quality you want. Press **OK**.
Do one of the following:
 - To change the file type, go to **6**.
 - To start scanning without changing any settings, press **Mono Start** or **Colour Start**.

- 6 Press ▲ or ▼ to choose the file type you want.
Press **OK**.
Do one of the following:
- To change the file name, go to 7.
 - To start scanning without changing any settings, press **Mono Start** or **Colour Start**.

**Note**

-
- If you choose colour in the resolution setting, you cannot choose **TIFF**.
 - If you choose monochrome in the resolution setting, you cannot choose **JPEG**.
-

- 7 The file name is set automatically. However, you can create a name of your choice using the dial pad.
You can only change the first 6 digits of the file name. (MFC models only)
Press **OK**.

**Note**

Press **Stop/Exit** or **Clear/Back** to delete the letters you entered.

- 8 Press **Mono Start** or **Colour Start** to start scanning.

Using ControlCenter3

SCAN

There are four scan options: **Scan to Image**, **Scan to OCR**, **Scan to E-mail** and **Scan to File**.

■ **Image** (Default: Microsoft® Paint)

Lets you scan a page directly into any graphic viewer/editor application.

■ **OCR** (Default: Microsoft® NotePad)

Lets you scan a page or document, automatically run the OCR application and put text (not a graphic image) into a word processing application.

■ **E-mail** (Default: your default E-mail software)

Lets you scan a page or document directly into an E-mail application as a standard attachment.

■ **File**

Lets you scan directly to a disk file. You can change the file type and destination folder, as needed.

ControlCenter3 gives you the ability to configure the hardware **Scan** key on your machine and the ControlCenter3 Software button for each scan feature. To configure the hardware **Scan** key on your machine choose the **Device Button** tab in the configuration menu for each of the **SCAN** buttons. To configure the Software button in ControlCenter3 choose the **Software Button** tab in the configuration menu for each of the **SCAN** buttons.

CUSTOM SCAN

You can configure the button name and settings for each of these buttons to meet your specific needs by right-clicking a button and following the configuration menus.

PHOTOCAPTURE (USB only) (Not available for MFC-3360C)

■ **Open PCC Folder**

Lets you see the files and folders that are on the media card. (See *For USB cable users* on page 24.)

■ **Copy From PCC**

Lets you copy the files on the media card to a specific folder on your PC. You can choose the destination folder.

■ **Copy To Application**

Lets you copy the files on the media card directly to a specific application.

COPY

Lets you use the PC and any printer driver for enhanced copy operations.

PC-FAX (MFC models only)

■ Send

Lets you scan a page or document and automatically send the image as a fax from the PC using the Brother PC-FAX software. (See *PC-FAX sending* on page 17.)

■ Receive (Not available for MFC-240C and MFC-3360C)

By clicking this button, the PC-FAX receive software is activated and your PC starts receiving fax data from your Brother machine. After activating the PC-FAX option, the icon name changes to **View Received** which when clicked will open the PC-FAX viewer application and display the received faxes. Before using the PC-FAX Receive option, you must select the PC-FAX Receive option from the control panel menu of the Brother machine. (See *PC-FAX receiving (Not available for MFC-240C and MFC-3360C)* on page 20.)

■ Address Book

■ Setup

DEVICE SETTING

■ Remote Setup (Not available for DCP models and MFC-240C)

See *Remote Setup* on page 16.

■ Quick-Dial (Not available for DCP models and MFC-240C)

See *Remote Setup* on page 16.

■ Ink Level

■ User's Guide

Lets you view the Software User's Guide and the Network User's Guide.

4

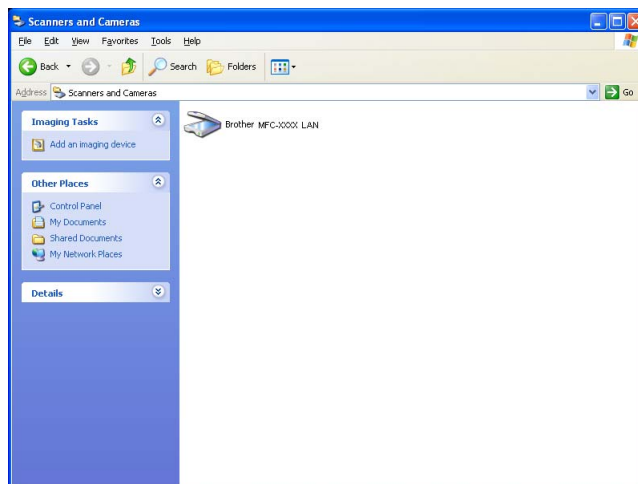
Network Scanning (For models with built-in network support)

Before using Network Scanning

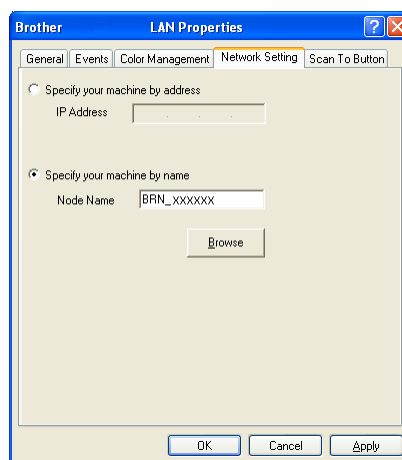
Configuring Network Scanning

If you are using a different machine to the one that was originally registered to your PC during the installation of MFL-Pro Suite software (see *the Quick Setup Guide*), follow the steps below.

- 1 For Windows® XP, click the **Start** button, **Control Panel**, **Printers and Other Hardware**, then **Scanners and Cameras** (or **Control Panel**, **Scanners and Cameras**).
For Windows® 98/Me/2000, click the **Start** button, **Control Panel**, then **Scanners and Cameras**.



- 2 Right-click the Scanner Device icon and choose **Properties**.
The Network Scanner Properties dialog box appears.
- 3 Click the **Network Setting** tab and choose the appropriate connection method.

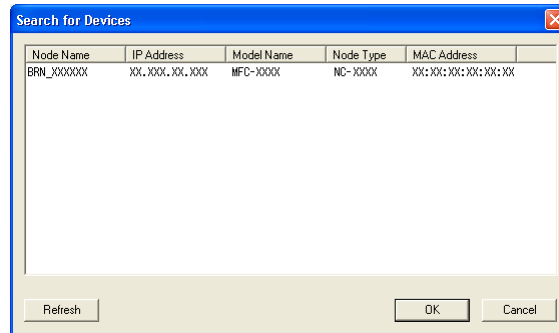


Specify your machine by address

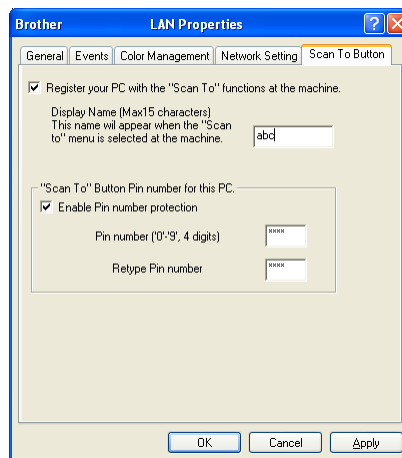
Enter IP address of the machine in **IP Address**, and then click **Apply**.

Specify your machine by name

- 1 Enter the machine node name in **Node Name**, or click **Browse** and choose the device you want to use.
- 2 Click **Apply**.



- 4 Click the **Scan To Button** tab and enter your PC name in the **Display Name** field. The machine's LCD displays the name you enter. The default setting is your PC name. You can enter any name that you like.



- 5 If you want to avoid receiving unwanted documents, enter a 4-digit PIN number in the **Pin number** and **Retype Pin number** field. To send data to a PC protected by a PIN number, the LCD prompts you to enter the PIN number before the document can be scanned and sent to the machine. (See *Using the Scan key* on page 14.)

Using the Scan key




Note


If you use the **Scan** key with a USB connection, see *Using the Scan key (For USB cable users)* on page 6.

Scan to E-mail (PC)


You can change the  (**Scan**) configuration.

- 1 Load your document.
- 2 Press the  (**Scan**) key.
- 3 Press **▲** or **▼** to choose `Scan to E-mail`.
Press **OK**.
- 4 Press **▲** or **▼** to choose the destination PC you want to use for E-mailing your document.
Press **OK**.
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination PC on the control panel.
Press **OK**.
- 5 Press **Mono Start** or **Colour Start**.
The machine starts the scanning process.


Scan to Image

- 1 Load your document.
- 2 Press the  (**Scan**) key.
- 3 Press **▲** or **▼** to choose `Scan to Image`.
Press **OK**.
- 4 Press **▲** or **▼** to choose the destination PC you want to send to.
Press **OK**.
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination PC on the control panel.
Press **OK**.
- 5 Press **Mono Start** or **Colour Start**.
The machine starts the scanning process.

Scan to OCR

- 1 Load your document.
- 2 Press the  (**Scan**) key.
- 3 Press ▲ or ▼ to choose `Scan to OCR`.
Press **OK**.
- 4 Press ▲ or ▼ to choose the destination PC you want to send to.
Press **OK**.
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination PC on the control panel.
Press **OK**.
- 5 Press **Mono Start** or **Colour Start**.
The machine starts the scanning process.

Scan to File

- 1 Load your document.
- 2 Press the  (**Scan**) key.
- 3 Press ▲ or ▼ to choose `Scan to File`.
Press **OK**.
- 4 Press ▲ or ▼ to choose the destination PC you want to send to.
Press **OK**.
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination PC on the control panel.
Press **OK**.
- 5 Press **Mono Start** or **Colour Start**.
The machine starts the scanning process.

Remote Setup (Not available for DCP models and MFC-240C)

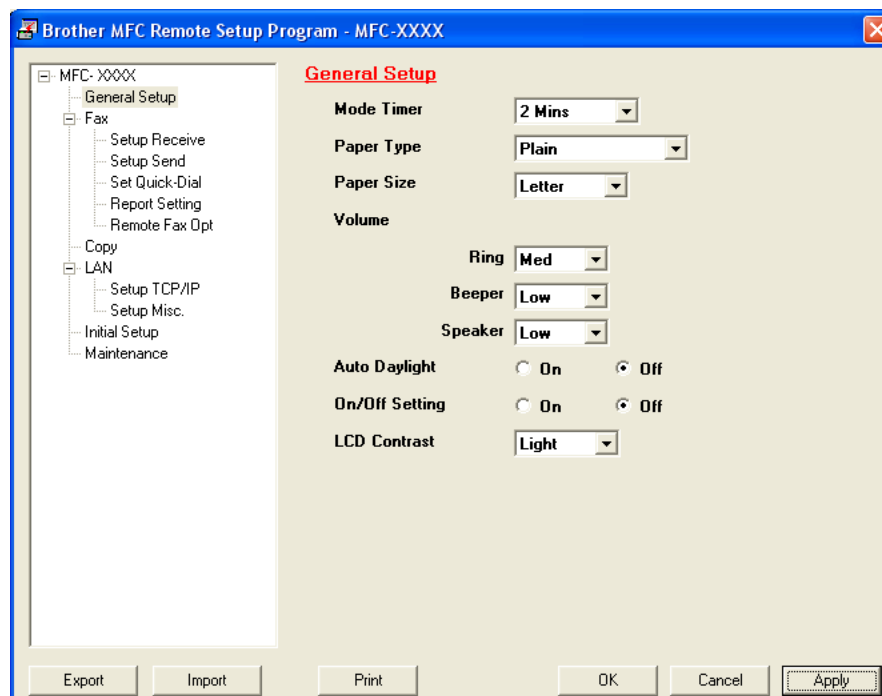
Remote Setup

Click the **Start** button, **All Programs**, **Brother**, **MFC-XXXX**, and **Remote Setup**.



Note

- If you are using the MFC-5460CN or MFC-5860CN with a network connection, you will be prompted to enter a password.
The default password is "access".
- For other models or if you are connected using USB, no password is required by default.



■ OK

If an error message is displayed, enter the correct data again and then click **OK**.

■ Cancel

■ Apply

Lets you upload data to the machine without exiting the Remote Setup application.

■ Print

You cannot print the data until it is uploaded to the machine. Click **Apply** to upload the new data to the machine and then click **Print**.

■ Export

Lets you save the current configuration settings to a file.

■ Import

Lets you read the settings from a file.

6

Brother PC-FAX Software (MFC models only)

PC-FAX sending

Setting up user information

- 1 Click the **Start** button, **All Programs**, **Brother**, **MFC-XXXX** (where XXXX is your model name), **PC-FAX sending**, then **PC-FAX Setup**.

The **Brother PC-FAX Setup** dialog box appears:

The screenshot shows the 'Brother PC-FAX Setup' dialog box with the 'User Information' tab selected. The dialog has four tabs: 'User Information', 'Sending', 'Address Book', and 'Speed Dial (Facsimile style only)'. The 'User Information' tab contains the following fields:

- Name: [Text box]
- Company: [Text box]
- Department: [Text box]
- Phone Number: [Text box]
- Fax Number: [Text box]
- E-mail: [Text box]
- Address 1: [Text box]
- Address 2: [Text box]

At the bottom right, there are 'OK' and 'Cancel' buttons.

- 2 Enter this information to create the fax header and cover page.
- 3 Click **OK** to save the **User Information**.

Sending setup

The screenshot shows the 'Brother PC-FAX Setup' dialog box with the 'Sending' tab selected. The dialog has four tabs: 'User Information', 'Sending', 'Address Book', and 'Speed Dial (Facsimile style only)'. The 'Sending' tab contains the following sections:

- Dial Setting**: 'Outside line access:' [Text box]
- Header**: Include header
- User interface**:
 - Simple style
 - Facsimile style

At the bottom right, there are 'OK' and 'Cancel' buttons.

■ Outside line access

Enter a number to access an outside line here. This is sometimes required by local PBX telephone systems (for example, dialling 9 to get an outside line in your office).

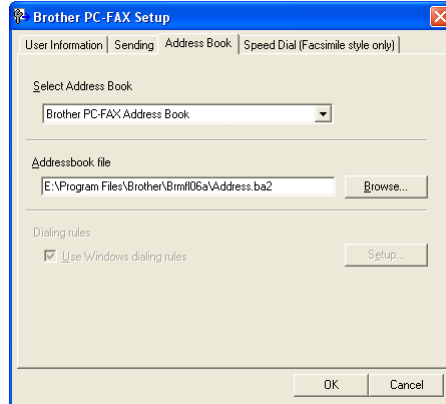
■ Include header

To add header information to the top of the fax pages, check **Include header**.

■ User interface

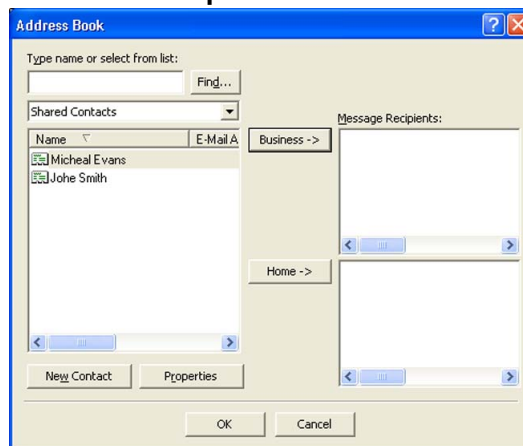
Address Book

Click the **Browse** button to choose the database file.



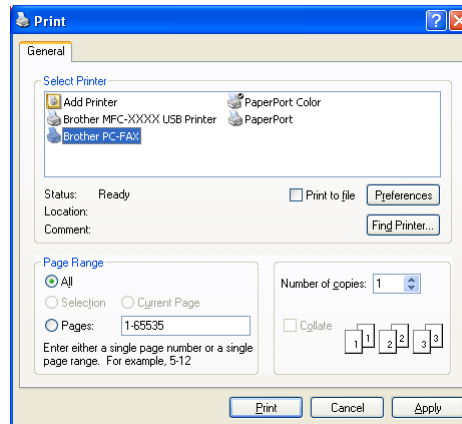
If you choose Outlook or Outlook Express, you can use the Outlook or Outlook Express Address Book by clicking the **Address Book** button in the FAX Sending dialog box.

Outlook Express Address Book




Sending a file as a PC-FAX using the Facsimile style user interface

- 1 Create a file in any application on your PC.
- 2 Click **File**, then **Print**.
The **Print** dialog box appears:



- 3 Choose **Brother PC-FAX** as your printer, and then click **Print**.
The Facsimile style user interface appears:



- 4 Enter a fax number using any of the following methods:
 - Use the dial pad to enter the number.
 - Click any of the 10 **Speed-Dial** buttons.
 - Click the **Address Book** button, and then choose a member or group from the Address Book.
 If you make a mistake, click **Clear** to delete all the entries.
- 5 To include a cover page, click  **Cover Page On**.



Note

You can also click the cover page  icon to create or edit a cover page.

- 6 Click **Start** to send the fax.

PC-FAX receiving (Not available for MFC-240C and MFC-3360C)

The Brother PC-FAX Receive Software lets you view and store faxes on your PC. It is automatically installed when you install the MFL-Pro Suite and works on locally or network connected machines.

When enabled, your machine will receive faxes in its memory. Once it has received the fax, it will automatically be sent to your PC.

If you turn your PC off, your machine will continue to receive and store your faxes in its memory. The machine LCD will display the number of stored faxes received, for example:

PC-Fax Msgs:001



When you switch your PC on, the PC-FAX Receive Software automatically transfers your faxes to your PC.

To enable the PC-FAX Receive Software, do the following:

- Before you use the PC-FAX Receive function, you must choose PC-FAX Receive from the menu on the machine.
- Run the Brother PC-FAX Receive software on your PC. (We recommend select the Add to Startup folder check box, so that the software automatically runs and can transfer any faxes on PC startup.)

Enabling the PC-FAX Receiving software on your machine

You can optionally enable the Backup Print option. When enabled, the machine will print a copy of the fax before the fax is sent to the PC or the PC is switched off.

- 1 Press **Menu 2, 5, 1**.
- 2 Press **▲** or **▼** to choose `PC Fax Receive`. Press **OK**.
- 3 Press **▲** or **▼** to choose `USB` or your PC name if connected on a network. Press **OK**.
- 4 Press **▲** or **▼** to choose `Backup Print:On` or `Backup Print:Off`. Press **OK**.
- 5 Press **Stop/Exit**.

Running the PC-FAX Receiving software on your PC

Click the **Start** button, **All Programs**, **Brother**, **MFC-XXXX**, **PC-FAX Receiving** and **Receive**.

The PC-FAX icon appears in your PC tasktray.

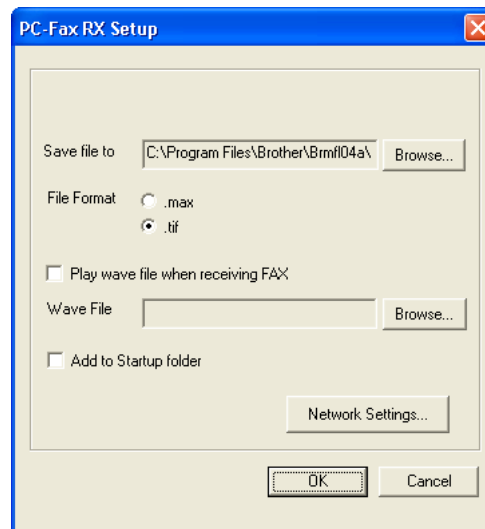


Setting up your PC

- 1 Right-click the PC-FAX  icon on your PC tasktray, and then click

PC-Fax RX Setup.

The **PC-Fax RX Setup** dialog box appears:



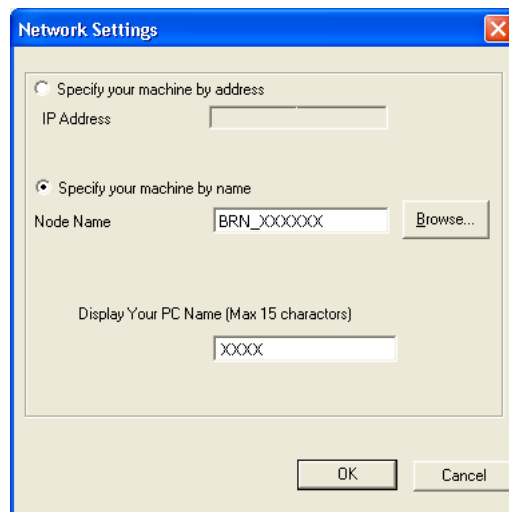
- 2 In **Save file to**, click the **Browse** button if you want to change the path where PC-FAX files are saved.
- 3 In **File Format**, choose **.tif** or **.max** as the received document format. The default format is **.tif**.
- 4 To play wave files (.wav sound files) when receiving a fax, check **Play wave file when receiving FAX**, and enter the path of the wave file.
- 5 To automatically start the PC-FAX receiving software when you start Windows®, check **Add to Startup folder**.
- 6 If you want to use the PC-FAX Receiving software, see *Configuring the Network PC-FAX Receiving Settings* on page 22.

Configuring the Network PC-FAX Receiving Settings

The settings to send received faxes to your computer were automatically configured during the installation of MFL-Pro Suite (See *the Quick Setup Guide*).

If you are using a different machine to the one that was registered to your PC during the installation of the MFL-Pro Suite software, follow the steps below.

- 1 In the **PC-FAX RX Setup** dialogue box, click the **Network Settings** button. The **Network Settings** dialog box appears.
- 2 You must specify the IP address or name of your machine. Choose the appropriate connection method.

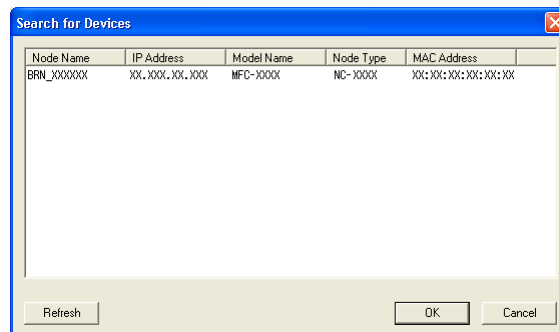


Specify your machine by address

Enter the IP address of the machine in **IP Address**.

Specify your machine by name






Enter the machine node name in **Node Name**, or click the **Browse** button and choose the correct Brother machine you want to use from the list.



Specify your PC name

You can specify the PC name that will appear on the display of the machine. To change the name, enter the new name in **Display Your PC Name**.

Viewing new PC-FAX messages

Each time your PC is receiving a PC-FAX, the icon will alternate between  and . Once the fax has been received, the icon will change to . The  icon will change to  once the received fax has been viewed.

- 1 Run PaperPort®.
- 2 Open the Fax Received folder.
- 3 Double-click any new faxes to open and view them.



Note

The name title of your unread PC message will be based on the date and time that the messages were received until you assign a file name. For example 'Fax 2-20-2006 16:40:21.tif'.

7

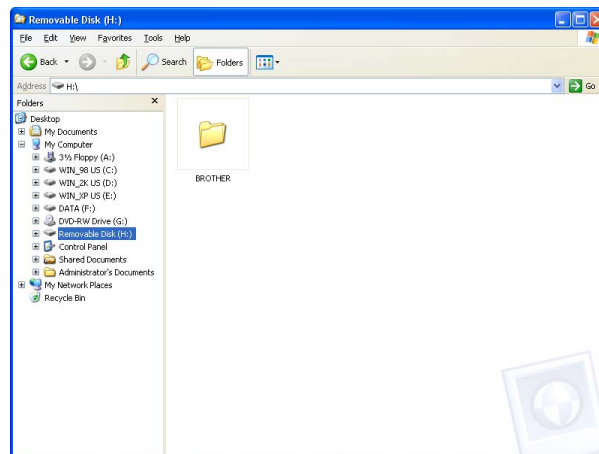
PhotoCapture Center™ (Not available for MFC-3360C)

! CAUTION

DO NOT start your PC with a media card installed in the media drive of the machine. You could lose your data or damage the card.


For USB cable users

- 1 Put a CompactFlash®¹, Memory Stick®, Memory Stick Pro™, MultiMediaCard™, SecureDigital™ or xD-Picture Card™² into your machine.
 - 1 This product supports CompactFlash® type1.
 - 2 This product supports xD-Picture Card™ Type M/Type H (Large Capacity).
- 2 In Windows® Explorer, click the **Removable Disk** icon¹. The files and folders on the media card appear on your PC screen.
You can edit a file and save it to another drive on your PC.



¹ If you are using Windows® XP and you create a name for the volume label of the media card, this name appears instead of 'Removable Disk'.

When you take out a media card, do the following to prevent damage to the media card:

- 1 In Windows® Explorer, right-click the removable disk icon and choose **Eject**.
- 2 Wait until the  (**PhotoCapture**) key stops blinking before taking out the media card.

For Network users (For models with built-in network support)


- 1 Put a CompactFlash®¹, Memory Stick®, Memory Stick Pro™, MultiMediaCard™, SecureDigital™ or xD-Picture Card™² into your machine.
 - ¹ This product supports CompactFlash® type1.
 - ² This product supports xD-Picture Card™ Type M/Type H (Large Capacity).
- 2 Double-click the **Network PhotoCapture Center** icon.



Your browser software appears and a list of file names on your media card is shown.

- 3 Click the name of the file you want to see.

When you take out a media card, do the following to prevent damage to the media card:

- 1 Close the browser.
- 2 Wait until the  (**PhotoCapture**) key stops blinking before taking out the media card.

A

Index

C

ControlCenter3
Windows® 10

D

Drivers
Windows®
TWAIN 4

F

FAX (PC-FAX)
Windows®
facsimile style 19
receiving 20
sending 17

P

PhotoCapture Center™
Windows® 24

R

Remote Setup
Windows® 16

S

Scan
Windows®
Network 12
Scan key 6, 14

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