

# Quick Setup Guide

# Start Here

MFC-250C  
MFC-290C

Before you can use the machine, read this Quick Setup Guide for the correct setup and installation.



## WARNING

Warnings tell you what to do to prevent possible personal injury.

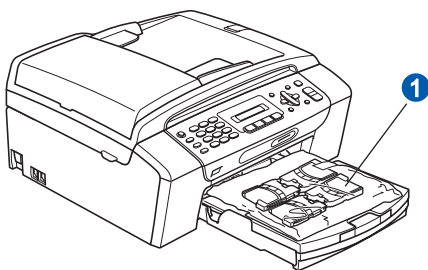

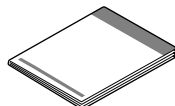
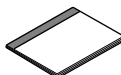




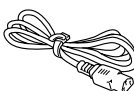


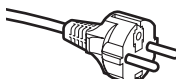
## Important

**DO NOT** connect the USB cable yet.



# 1

## Unpack the machine and check the components

		 <p>Inbox Ink Cartridges [x4]</p>		<p>Black Yellow Cyan Magenta (Approx. 65% yield of the replacement cartridge) For details, see <i>Consumable items</i> in the User's Guide.</p>  <p>Quick Setup Guide</p>
 <p>User's Guide</p>	 <p>CD-ROM</p>	 <p>Telephone Line Cord</p>	 <p>Telephone Line Cord Adapter (Australia only)</p>	 <p>USB Interface Cable</p>
 <p>Power Cord</p>	 <p><b>Australia &amp; New Zealand</b></p>	 <p><b>Hong Kong, Malaysia &amp; Singapore</b></p>	 <p><b>Philippines &amp; Thailand</b></p>	
	The supplied mains plug is a grounded three pin plug.		The supplied mains plug is a side grounded two pin plug.	
Make sure that the AC socket will accept the supplied grounded pin plug. This machine must be grounded, If in doubt, call a qualified electrician.				



## WARNING

Plastic bags are used in the packaging of your machine. To avoid danger of suffocation, please keep these bags away from babies and children.

■ Illustrations in this Quick Setup Guide are based on MFC-290C.

- a** Remove the protective tape and film covering the scanner glass.
- b** Remove the plastic bag ① containing the ink cartridges from on top of the paper tray.
- c** Make sure you have all components.

## Note

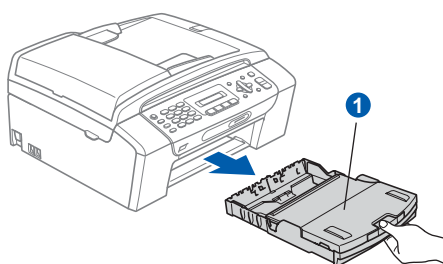
- The components included in the box may differ depending on your country.
- Save all packing materials and the box in case for any reason you must ship your machine.
- Please use the supplied USB cable.
- To ensure safe operation the supplied plug must be inserted only into a standard power outlet that is properly grounded through the standard electrical wiring. Non grounded equipment may cause an electrical shock hazard, and may cause excessive electrical noise radiation.

### USB cable

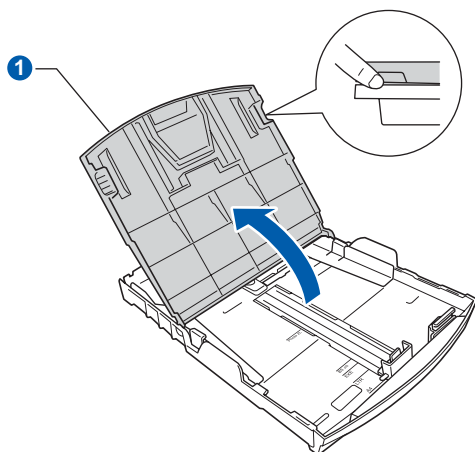
Please make sure you use a USB 2.0 cable (Type A/B) that is no more than 2 metres long.

## 2 Load plain A4 paper

- a** Pull the paper tray **1** completely out of the machine.

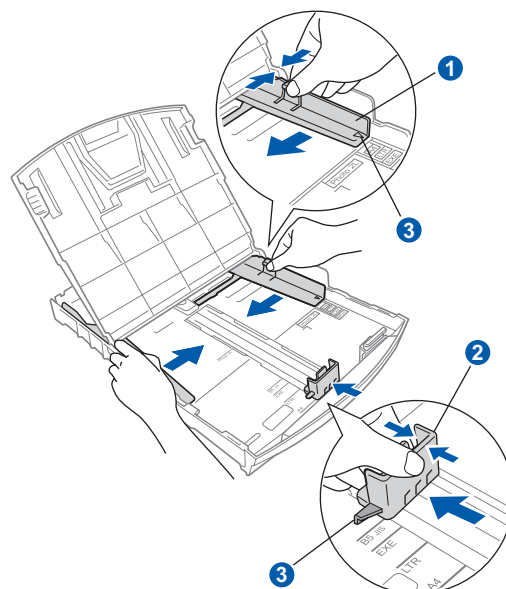


- b** Open the paper tray cover **1**.



- c** With both hands, gently press and slide the paper side guides **1** and then the paper length guide **2** to fit the paper size.

Make sure that the triangular marks **3** on the paper side guides **1** and paper length guide **2** line up with the mark for the paper size you are using.

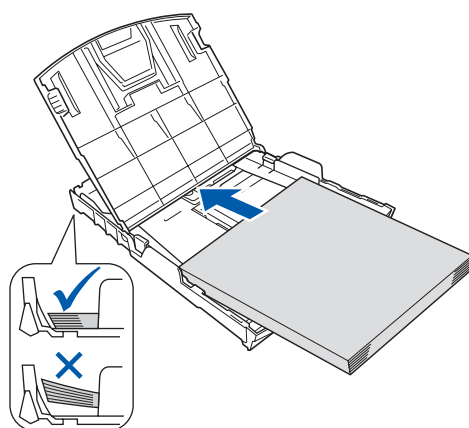


- d** Fan the stack of paper well to avoid paper jams and misfeeds.

- e** Gently put the paper into the paper tray print side down and top edge first. Check that the paper is flat in the tray.

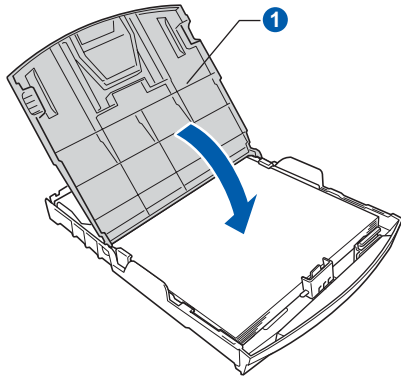
### Important

**Do not push the paper in too far.**

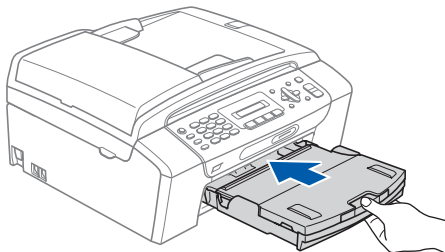


**f** Gently adjust the paper side guides to the paper with both hands. Make sure that the paper side guides touch the edges of the paper.

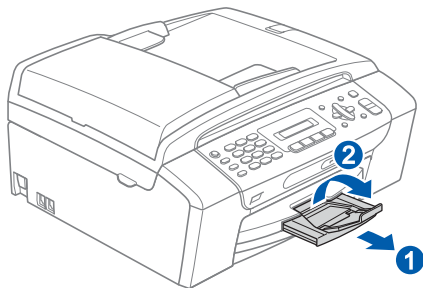
**g** Close the paper tray cover ①.



**h** Slowly push the paper tray completely into the machine.



**i** While holding the paper tray in place, pull out the paper support ① until it clicks, and then unfold the paper support flap ②.



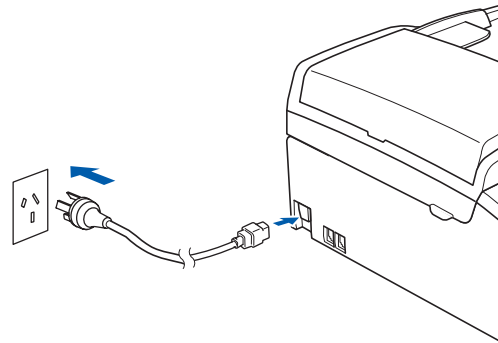
**3**

## Connect the power cord and telephone line

### Important

**DO NOT** connect the USB cable yet.

**a** Connect the power cord.

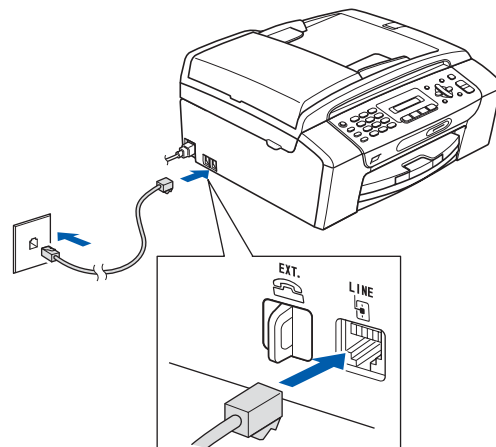


### WARNING

The machine must be fitted with an earthed plug.

**b**

Connect the telephone line cord. Connect one end of the telephone line cord to the socket on the machine marked **LINE** and the other end to a telephone wall socket.



### WARNING

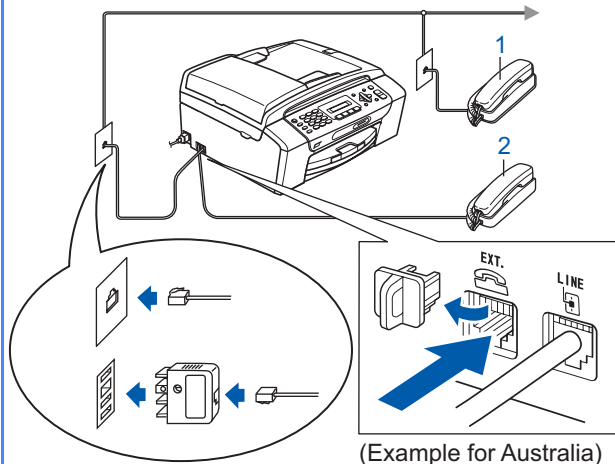
Since the machine is grounded through the power outlet, you can protect yourself from potentially hazardous electrical conditions on the telephone network by keeping the power cord connected to your machine when you connect it to a telephone line. Similarly, you can protect yourself when you want to move your machine by disconnecting the telephone line first and then the power cord.

### Important

The telephone line cord **MUST** be connected to the socket on the machine marked **LINE**.

## Note

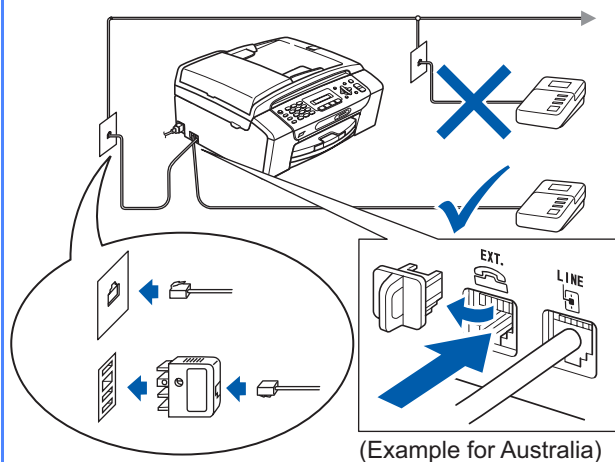
If you are sharing one telephone line with an external telephone, connect it as shown below.



- 1 Extension telephone
- 2 External telephone

## Note

If you are sharing one telephone line with an external telephone answering machine, connect it as shown below.



Set the receive mode to *External TAD* if you have an external answering machine. See *Choose a Receive Mode* on page 8. For additional details, see *Connecting an external TAD (telephone answering device)* in Chapter 7 of the User's Guide.

# 4

## Set Your Country (For Australia / New Zealand Customer Only)

You must set your country so that the machine works correctly.

- a** Check that the power is turned on by connecting the power cord.

The LCD shows:

Set Country

↓

Press OK Key

- b** Press **OK**.

The LCD shows:

Australia

↓

Select ▲▼ & OK

- c** Press **▲** or **▼** to select the country.  
(Australia or New Zealand).

- d** Press **OK** when the LCD shows your country.

- e** The LCD prompts you to make sure of the country again.

Australia?

↓

1.Yes 2.No

- f** Press **1** to go to step **g**.

Or press **2** to go back to step **c** to select the country again.

- g** After the LCD shows *Accepted* for two seconds, it shows; *Please Wait*.

# 5

## Install the ink cartridges

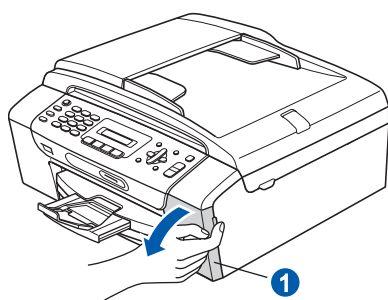
### ! WARNING

If ink gets in your eyes, wash them out with water at once, and if irritation occurs consult a doctor.

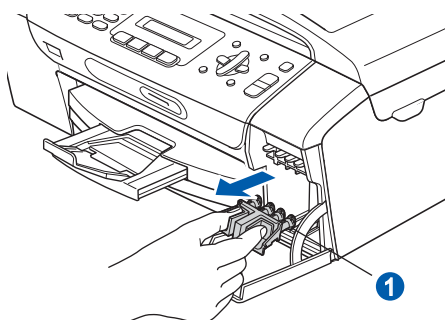
- a** Make sure that the power is turned on. The LCD shows:

No Cartridge

- b** Open the ink cartridge cover ①.



- c** Remove the green protective part ①.

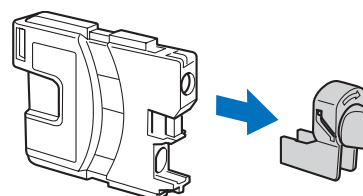
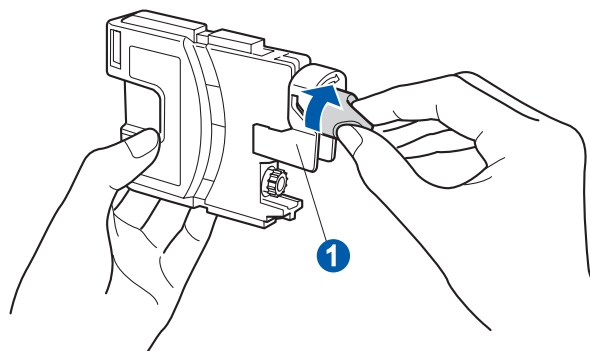
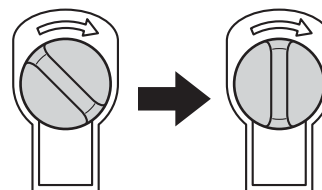


### Note

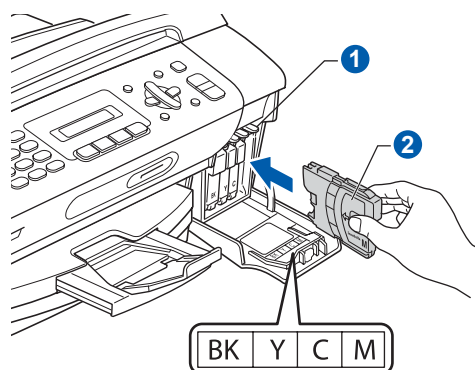
Do not throw away the green protective part. You will need it if you transport the machine.

- d** Unpack the ink cartridge.

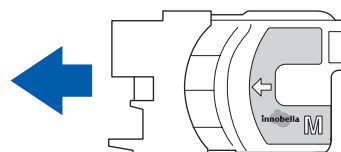
- e** Turn the green knob on the protective yellow cap clockwise until it clicks to release the vacuum seal, then remove the cap ①.



- f** Take care to match the colour of the lever ① with the cartridge colour ②, as shown in the diagram below.

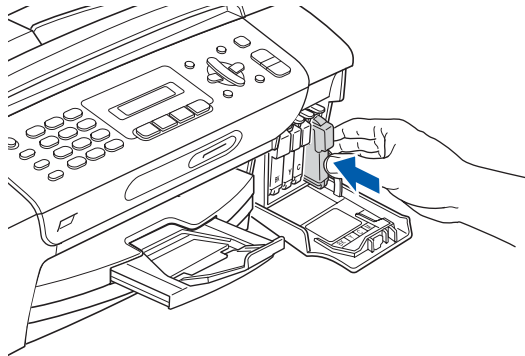


- g** Install each ink cartridge in the direction of the arrow on the label.



**h**

Gently push the ink cartridge until it clicks. After all the ink cartridges are installed close the ink cartridge cover.



#### Important

After initial installation of the ink cartridges, the machine will start cleaning the ink tube system. This cleaning process will last approximately four minutes.

**DO NOT** unplug the machine from the power outlet or attempt to stop the cleaning process. Interruption of cleaning process may cause undesired print quality problems.

#### Important

- **DO NOT** take out ink cartridges if you do not need to replace them. If you do so, it may reduce the ink quantity and the machine will not know the quantity of ink left in the cartridge.
- **DO NOT** shake the ink cartridges. If ink stains your skin or clothing, wash with soap or detergent at once.
- **DO NOT** repeatedly insert and remove the cartridges. If you do so, ink may seep out of the cartridge.
- If you mix the colours by installing an ink cartridge in the wrong position, clean the print head several times after correcting the cartridge installation. (See *Cleaning the print head in Appendixes B of the User's Guide.*)
- Once you open an ink cartridge, install it in the machine and use it up within six months of installation. Use unopened ink cartridges by the expiration date written on the cartridge package.
- **DO NOT** dismantle or tamper with the ink cartridge, this can cause the ink to leak out of the cartridge.
- Brother multifunction machines are designed to work with ink of a particular specification and will work to a level of optimum performance when used with genuine Brother branded ink cartridges. Brother cannot guarantee this optimum performance if ink or ink cartridges of other specifications are used. Brother does not therefore recommend the use of cartridges other than genuine Brother branded cartridges with this machine or the refilling of empty cartridges with ink from other sources. If damage is caused to the print head or other parts of this machine as a result of using incompatible products with this machine, any repairs required as a result may not be covered by the warranty.

# 6 Check the print quality

- a** When the preparation process has finished, the LCD shows this message

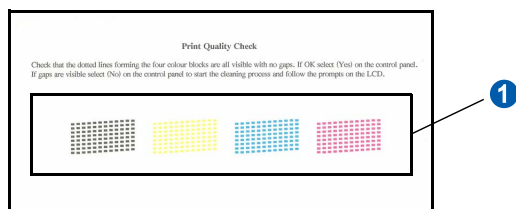
Set Paper and

↓

Press Start

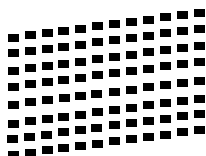
Press **Colour Start**.

- b** Check the quality of the four colour blocks ① on the sheet. (black/yellow/cyan/magenta)



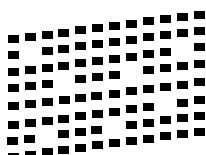
- c** If all lines are clear and visible, press **1 (Yes)** on the dial pad to finish the quality check.

OK



If you can see missing short lines, press **2 (No)** on the dial pad and go to **d**.

Poor



- d** The LCD asks you if the print quality is OK for black and colour. Press **1 (Yes)** or **2 (No)** on the dial pad.

Black OK?

↓

1.Yes 2.No

Color OK?

↓

1.Yes 2.No

After pressing **1 (Yes)** or **2 (No)** for both black and colour, the LCD shows:

Start Cleaning?

↓

1.Yes 2.No

- e** Press **1 (Yes)**, the machine will then start cleaning the colours.

- f** After cleaning is finished, press **Colour Start**. The machine starts printing the Print Quality Check Sheet again. Go back to **b**.



## 7 Choose a Receive Mode

There are four possible receive modes: Fax Only, Fax/Tel, Manual and External TAD.

Do you want to use the telephone features of your machine (if available) or an external telephone or external telephone answering device connected on the same line as the machine?

Yes

No

Are you using the voice message function of an external telephone answering device?

No

Do you want the machine to answer fax and telephone calls automatically?

Yes

No

Yes

### Fax Only

Your machine automatically answers every call as a fax.

### Fax/Tel

Your machine controls the line and automatically answers every call. If the call is not a fax, the telephone will ring for you to pick up the call.

### Manual

You control the telephone line and must answer every call yourself.

### External TAD

Your external telephone answering device (TAD) automatically answers every call. Voice messages are stored on the external TAD. Fax messages are printed.

**a** Press **Menu**.

**b** Press **0**.

**c** Press **1**.

**d** Press **▲** or **▼** to choose the receive mode. Press **OK**.

**e** Press **Stop/Exit**.



For details, see *Using receive modes in Chapter 6 of the User's Guide*.

## 8 Set the LCD contrast (If needed)

If you are having difficulty reading the LCD from your position, try changing the contrast setting.

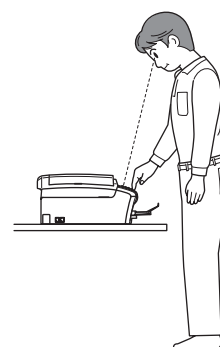
**a** Press **Menu**.

**b** Press **1**.

**c** Press **7**.

**d** Press **▲** or **▼** to choose **Dark** or **Light**.

Contrast:Dark



Contrast:Light



**e** Press **OK**.

**f** Press **Stop/Exit**.



## 9 Set the date and time

The machine displays the date and time, and if you set up the station ID, the date and time displayed on your machine will be printed on every fax you send.

- a** Press **Menu**.
- b** Press **0**.
- c** Press **2**.
- d** Enter the last two digits of the year on the dial pad, and then press **OK**.  

Year: 2008

 (e.g. Enter **0 8** for 2008.)
- e** Repeat for Month and Day, and Hours and Minutes in 24-hour format.
- f** Press **Stop/Exit**.

## 10 Enter personal information (station ID)

You should store your name and fax number to be printed on all fax pages that you send.

- a** Press **Menu**.
- b** Press **0**.
- c** Press **3**.
- d** Enter your fax number (up to 20 digits) on the dial pad, and then press **OK**. To enter a "+" for international codes, press \*. For example, to enter the Australia dialling code "+61", press \*, **6**, **1** and then the rest of your number.
- e** Enter your name (up to 20 characters) using the dial pad, and then press **OK**.



### Note

- See the following chart for entering your name.
- If you need to enter a character that is on the same key as the last character, press **►** to move the cursor to the right.
- If you entered a letter incorrectly and want to change it, press **◀** or **▶** to move the cursor to the incorrect character, press **Clear/Back**.

Press key	One time	Two times	Three times	Four times
<b>2</b>	A	B	C	2
<b>3</b>	D	E	F	3
<b>4</b>	G	H	I	4
<b>5</b>	J	K	L	5
<b>6</b>	M	N	O	6
<b>7</b>	P	Q	R	S
<b>8</b>	T	U	V	8
<b>9</b>	W	X	Y	Z

- f** Press **Stop/Exit**.



### Note

If you make a mistake and want to start again, press **Stop/Exit** and go back to **a**.



For details, see *Entering Text in Appendix C of the User's Guide*.

## 11 Set tone or pulse dialling mode (not available for New Zealand)

Your machine comes set for Tone dialling service. If you have Pulse dialling service (rotary), you need to change the dialling mode.

- a** Press **Menu**.
- b** Press **0**.
- c** Press **4**.
- d** Press **▲** or **▼** to choose **Pulse** (or **Tone**). Press **OK**.
- e** Press **Stop/Exit**.

### For Windows® Users:

Now go to

Page 10

### For Mac OS® Users:

Now go to

Page 14



## For USB Interface Users

(For Windows® 2000 Professional/XP/XP Professional x64 Edition/  
Windows Vista®)

# 12

## Before you install

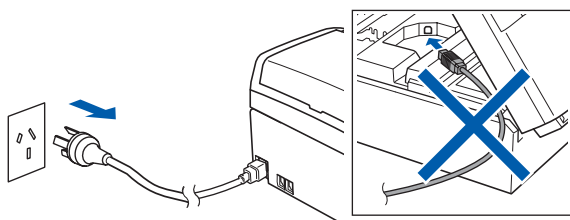
- a** Make sure that your computer is ON and you are logged on with Administrator rights.

### Important

- **DO NOT** connect the USB cable yet.
- If there are any programs running, close them.
- Make sure there are no memory cards or a USB Flash memory drive inserted.
- The screens may differ depending on the operating system.
- The supplied CD-ROM includes ScanSoft™ PaperPort™ 11SE\*. This software supports Windows® 2000 (SP4 or greater), XP (SP2 or greater), XP Professional x64 Edition and Windows Vista®. Update to the latest Windows® Service Pack before installing MFL-Pro Suite.

\* For Hong Kong users, CD-ROM includes Presto!® PageManager® instead of ScanSoft™ PaperPort™ 11SE.

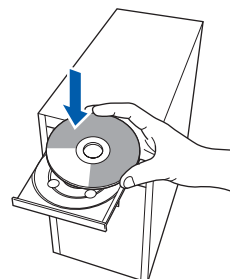
- b** Disconnect the machine from the power socket and from your computer, if you already connected an interface cable.



# 13

## Install MFL-Pro Suite

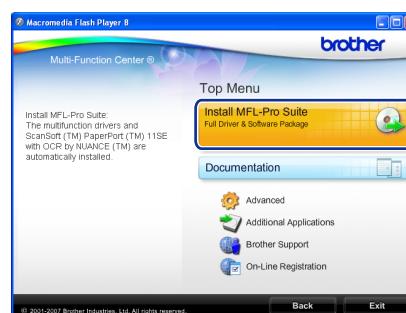
- a** Put the supplied CD-ROM into your CD-ROM drive. If the model name screen appears, choose your machine. If the language screen appears, choose your language.



### Note

If the Brother screen does not appear automatically, go to **My Computer (Computer)**, double-click the CD-ROM icon, and then double-click **start.exe**.

- b** The CD-ROM main menu will appear. Click **Install MFL-Pro Suite**.





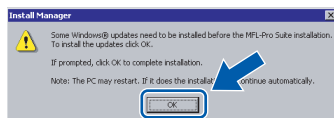
# USB

# Windows®

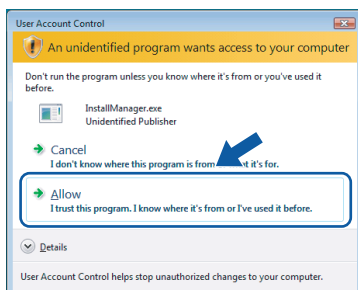


## Note

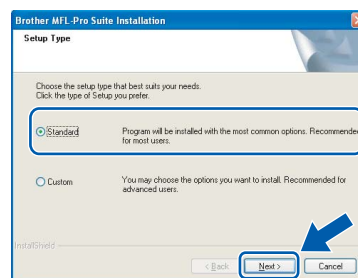
- If this screen appears, click **OK** and restart your computer.



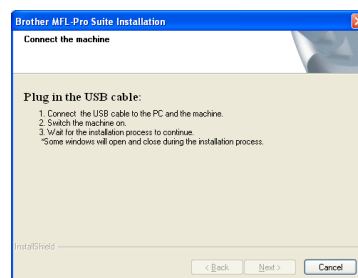
- If the installation does not continue automatically, open the main menu again by ejecting and then reinserting the CD-ROM or double-click the **start.exe** program from the root folder, and continue from **b** to install MFL-Pro Suite.
- For Windows Vista®, when the **User Account Control** screen appears, click **Allow**.

**f**

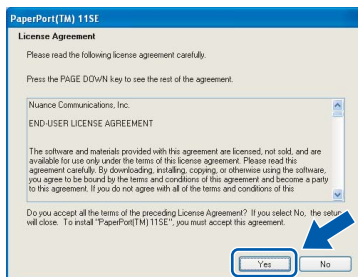
Choose **Standard**, and then click **Next**. The installation continues.

**g**

When this screen appears, go to the next step.

**c**

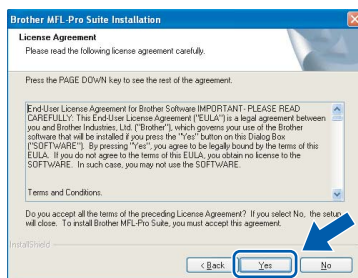
When the ScanSoft™ PaperPort™ 11SE **License Agreement** window appears, click **Yes** if you agree to the Software **License Agreement**.

**d**

The installation of ScanSoft™ PaperPort™ 11SE will automatically start and is followed by the installation of MFL-Pro Suite.

**e**

When the Brother MFL-Pro Suite Software **License Agreement** window appears, click **Yes** if you agree to the Software **License Agreement**.



Windows®  
USB  
Macintosh®



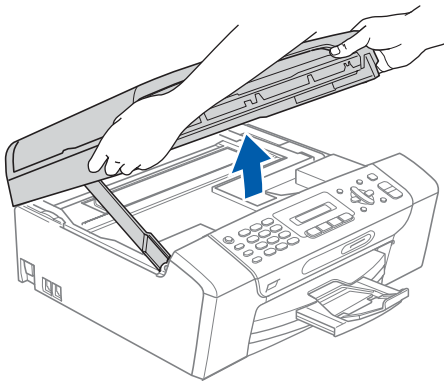
## 14


## Connect the USB cable

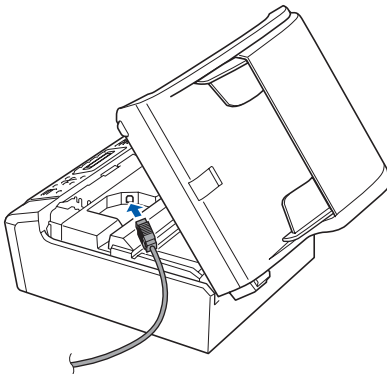
## Important

- **DO NOT** connect the machine to a USB port on a keyboard or a non-powered USB hub.
- **Connect the machine directly to your computer.**

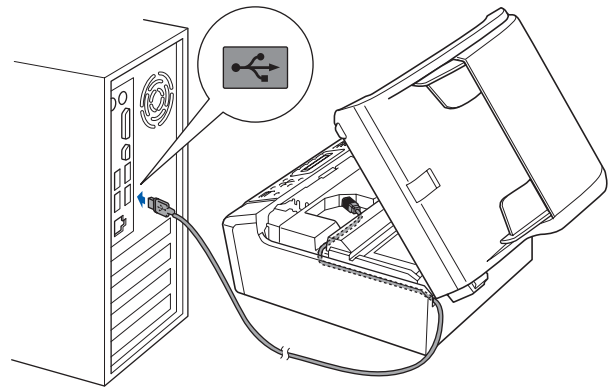
- a** Using both hands, use the plastic tabs on both sides of the machine to lift the scanner cover until it locks securely into the open position.



- b** Connect the USB cable to the USB socket marked with a  symbol. You will find the USB socket inside the machine as shown below.



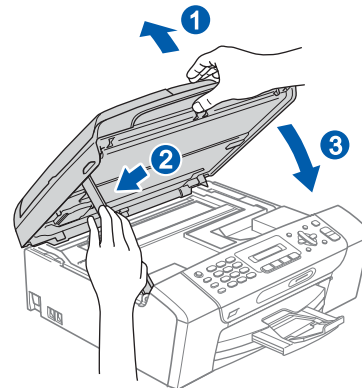
- c** Carefully guide the USB cable through the trench as shown below, following the trench around and toward the back of the machine. Then connect the cable to your computer.



## Important

**Make sure that the cable does not restrict the cover from closing, or an error may occur.**

- d** Lift the scanner cover to release the lock ①. Gently push the scanner cover support down ② and close the scanner cover ③.

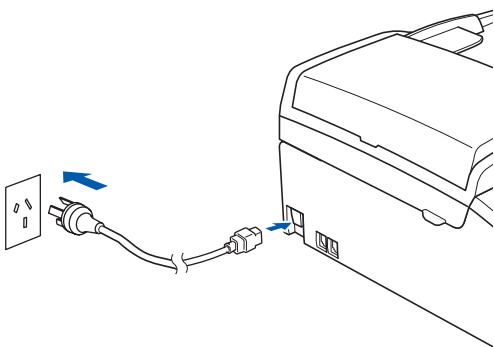




## 15

## Connect the power cord

- a** Connect the power cord.  
The installation will continue automatically.  
The installation screens appear one after another.

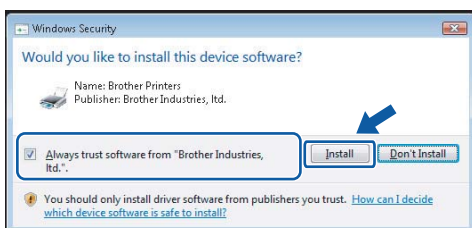


## Important

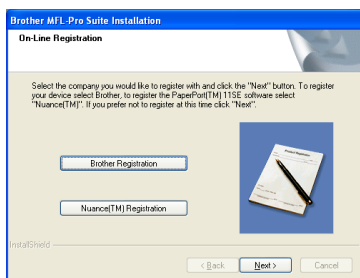
**DO NOT** cancel any of the screens during the installation. It may take a few seconds for all screens to appear.

## Note

For Windows Vista®, when this screen appears, click the check box and click **Install** to complete the installation correctly.



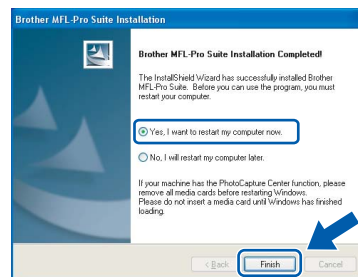
- b** When the **On-Line Registration** screen is displayed, make your selection and follow the on-screen instructions.



## 16

## Finish and restart

- a** Click **Finish** to restart your computer.  
After restarting the computer, you must be logged on with Administrator rights.



## Note

If an error message appears during the software installation, run the **Installation Diagnostics** located in **Start/All Programs/Brother/MFC-XXXX** (where MFC-XXXX is your model name).

## Finish

The installation is now complete.

## Now go to

Proceed to Install Optional Applications on page 17.



## For USB Interface Users (For Mac OS® X 10.2.4 or greater)

### 12

#### Before you install

- a** Make sure your machine is connected to the power and your Macintosh® is ON. You must be logged on with Administrator rights.

##### Important

- For Mac OS® X 10.2.0 to 10.2.3 users, upgrade to Mac OS® X 10.2.4 or greater. (For the latest information for Mac OS® X, visit <http://solutions.brother.com/>)
- Make sure there are no memory cards or a USB Flash memory drive inserted.

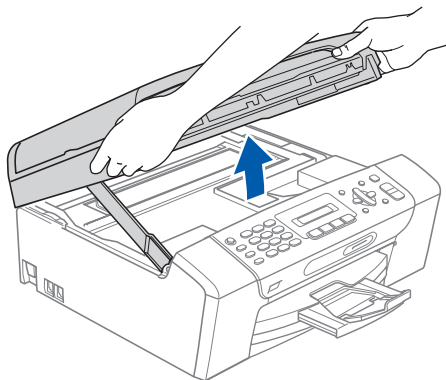
### 13

#### Connect the USB cable


##### Important

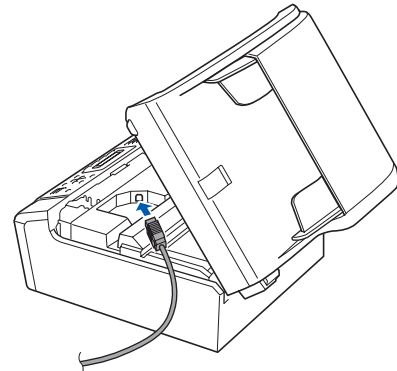
- DO NOT connect the machine to a USB port on a keyboard or a non-powered USB hub.
- Connect the machine directly to your Macintosh®.

- a** Using both hands, use the plastic tabs on both sides of the machine to lift the scanner cover until it locks securely into the open position.



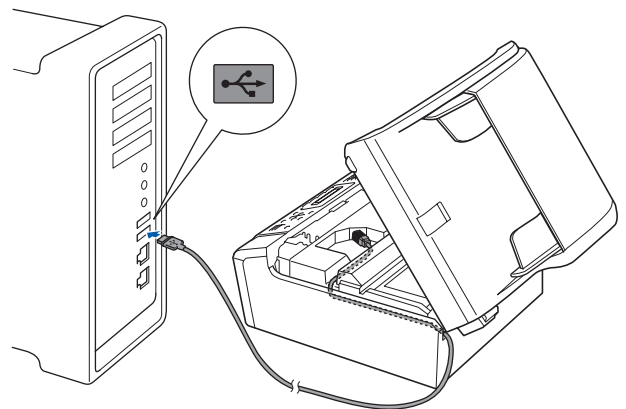
#### b

Connect the USB cable to the USB socket marked with a  symbol. You will find the USB socket inside the machine as shown below.



#### c

Carefully guide the USB cable through the trench as shown below, following the trench around and toward the back of the machine. Then connect the cable to your Macintosh®.

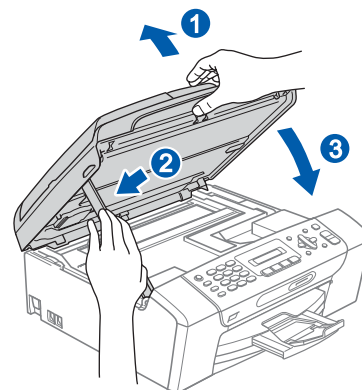


##### Important

**Make sure that the cable does not restrict the cover from closing, or an error may occur.**

#### d

Lift the scanner cover to release the lock ①. Gently push the scanner cover support down ② and close the scanner cover ③.





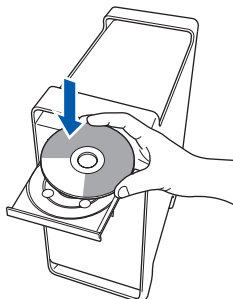
# USB

# Macintosh®

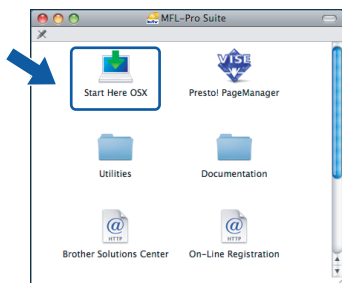
## 14

### Install MFL-Pro Suite

- a** Put the supplied CD-ROM into your CD-ROM drive.



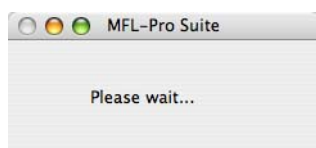
- b** Double-click the **Start Here OSX** icon to install.



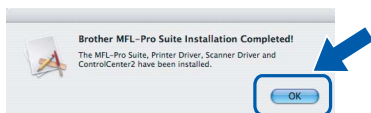
#### Note

*Please wait, it will take a few seconds for the software to install. After the installation, click **Restart** to finish installing the software.*

- c** The Brother software will search for the Brother device. During this time the following screen will appear.

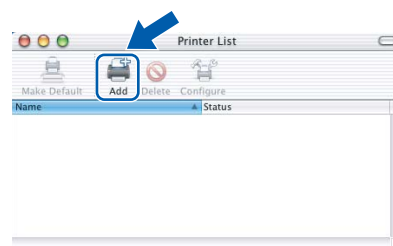


- d** When this screen appears, click **OK**.

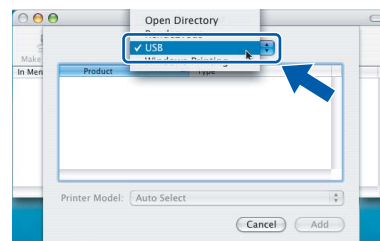


**For Mac OS® X 10.3.x or greater, the installation of MFL-Pro Suite is now complete. Go to step 15 on page 16.**

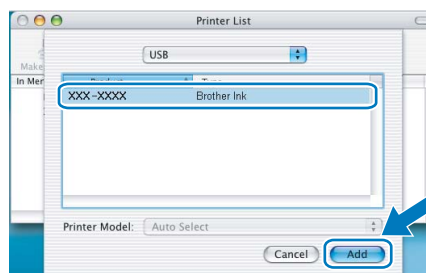
- e** For Mac OS® X 10.2.4 to 10.2.8 users, click **Add**.



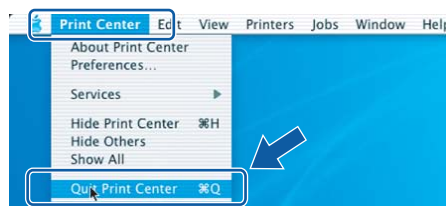
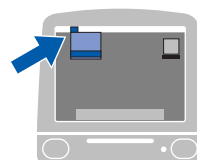
Choose **USB**.



Choose **XXX-XXXX** (where XXX-XXXX is your model name), and then click **Add**.



Click **Print Center**, then **Quit Print Center**.



**The installation of MFL-Pro Suite is now complete. Go to step 15 on page 16.**





## 15 Install Presto!® PageManager®

When Presto!® PageManager® is installed OCR capability is added to Brother ControlCenter2. You can easily scan, share and organize photos and documents using Presto!® PageManager®.

- a** Double-click the **Presto! PageManager** icon and follow the on-screen instructions.



For Mac OS® X 10.2.4 to 10.3.8 users, when this screen appears, click **Go** to download the software from the Brother Solutions Center website.



### Finish

The installation is now complete.

## 1 Install FaceFilter Studio supported by Reallusion, Inc

FaceFilter Studio is an easy-to-use borderless photo printing application. FaceFilter Studio also lets you edit your photo data and add photo effects such as red eye reduction or skin tone enhancement.

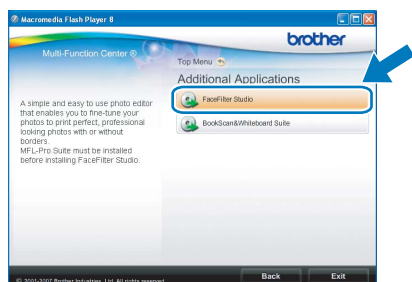
### Important

- The machine must be ON and connected to the computer.
- The computer must be connected to the Internet.
- Make sure you are logged on with Administrator rights.

- Open the main menu again by ejecting and then reinserting the CD-ROM or by double-clicking the **start.exe** program from the root folder.
- The CD-ROM main menu will appear. Choose your language and then click **Additional Applications**.



- Click the **FaceFilter Studio** button to install.



## 2 Install FaceFilter Studio Help (For Hong Kong users, CD-ROM includes FaceFilter Studio Help)

To get instructions on how to use FaceFilter Studio, download and install FaceFilter Studio Help.

- To run FaceFilter Studio, go to **Start/All Programs/Reallusion/FaceFilter Studio** on your computer.
- Click the **?** button on the upper right corner of the screen.
- Click **Check for updates** to go to the Reallusion update web page.



- Click the **Download** button and choose a folder to save the file in.
- Close FaceFilter Studio before you start the installer for FaceFilter Studio Help. Double-click the downloaded file from the folder you specified and follow the on-screen instructions for installation.

### Note

To view the complete FaceFilter Studio Help, choose **Start/All Programs/Reallusion/FaceFilter Studio/FaceFilter Studio Help** on your computer.

## 3

### Install BookScan&Whiteboard Suite supported by Reallusion, Inc

You can install **BookScan&Whiteboard Suite**. The **BookScan Enhancer** software can correct your scanned book images automatically. The **Whiteboard Enhancer** software cleans up and enhances text and images from photos taken of your whiteboard. (Internet access required.)

#### Important

- The machine must be ON and connected to the computer.
- The computer must be connected to the Internet.

- Open the main menu again by ejecting and then reinserting the CD-ROM or by double-clicking the **start.exe** program from the root folder.
- The CD-ROM main menu will appear. Choose your language and then click **Additional Applications**.







- Click the **BookScan&Whiteboard Suite** button to install.



## Replacement consumables

When the time comes to replace ink cartridges, an error message will be indicated on the LCD. For more information about the ink cartridges for your machine, visit <http://www.brother.com/original/> or contact your local Brother re-seller.

### Ink cartridge

Black	Yellow	Cyan	Magenta
LC38BK	LC38Y	LC38C	LC38M
			

#### What is Innobella™?

Innobella™ is a range of genuine consumables offered by Brother. The name "Innobella™" derives from the words "Innovation" and "Bella" (meaning "Beautiful" in Italian) and is a representation of the "innovative" technology providing you with beautiful and long lasting print results.



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