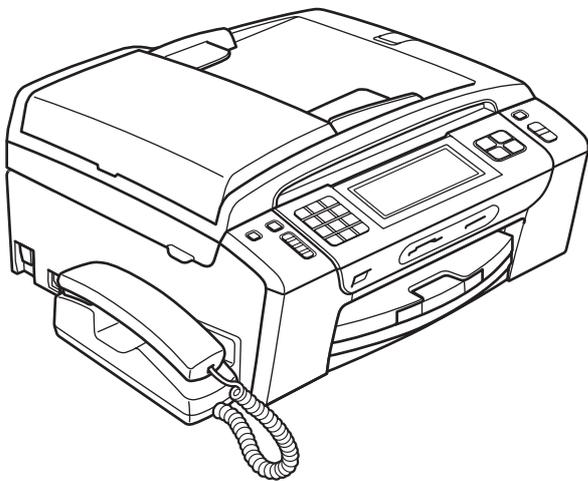


brother®

USER'S GUIDE



MFC-795CW

Version 0

USA/CAN

If you need to call Customer Service

Please complete the following information for future reference:

Model Number: MFC-795CW

Serial Number: ¹ _____

Date of Purchase: _____

Place of Purchase: _____

¹ **The serial number is on the back of the unit. Retain this User's Guide with your sales receipt as a permanent record of your purchase, in the event of theft, fire or warranty service.**

Register your product on-line at

<http://www.brother.com/registration/>

By registering your product with Brother, you will be recorded as the original owner of the product. Your registration with Brother:

- may serve as confirmation of the purchase date of your product should you lose your receipt;
- may support an insurance claim by you in the event of product loss covered by insurance; and,
- will help us notify you of enhancements to your product and special offers.

The most convenient and efficient way to register your new product is on-line at <http://www.brother.com/registration/>

Brother numbers

IMPORTANT

For technical help, you must call the country where you bought the machine. Calls must be made *from within* that country.

Register your product

By registering your product with Brother International Corporation, you will be recorded as the original owner of the product. Your registration with Brother:

- may serve as confirmation of the purchase date of your product should you lose your receipt;
- may support an insurance claim by you in the event of product loss covered by insurance; and,
- will help us notify you of enhancements to your product and special offers.

Please complete and fax the Brother Warranty Registration And Test Sheet or, for your convenience and most efficient way to register your new product, register on-line at

<http://www.brother.com/registration/>

FAQs (frequently asked questions)

The Brother Solutions Center is our one-stop resource for all your Fax Machine/Multi-Function Center needs. You can download the latest software documents and utilities, read FAQs and troubleshooting tips, and learn how to get the most from your Brother product.

<http://solutions.brother.com/>



Note

- You can check here for Brother driver updates.
- To keep your machine performance up to date, check here for the latest firmware upgrade (for Windows[®] only).

For Customer Service

In USA: 1-877-BROTHER (1-877-276-8437)

1-901-379-1215 (fax)

In Canada: 1-877-BROTHER

(514) 685-4898 (fax)

Service Center Locator (USA only)

For the location of a Brother authorized service center, call 1-877-BROTHER (1-877-276-8437).

Service Center Locations (Canada only)

For the location of a Brother authorized service center, call 1-877-BROTHER.

Ordering accessories and supplies

For best quality results use only genuine Brother accessories, which are available at most Brother retailers. If you cannot find the accessory you need and you have a Visa, MasterCard, Discover, or American Express credit card, you can order accessories directly from Brother. (You can visit us online for a complete selection of the Brother accessories and supplies that are available for purchase.)



Note

In Canada only Visa and MasterCard are accepted.

In USA: 1-877-552-MALL (1-877-552-6255)
1-800-947-1445 (fax)

<http://www.brothermall.com/>

In Canada: 1-877-BROTHER

<http://www.brother.ca/>

Description	Item
Ink Cartridge Standard <black>	LC61BK (Prints approx. 450 pages) ¹
Ink Cartridge <cyan> (blue)	LC61C (Prints approx. 325 pages) ¹
Ink Cartridge <magenta> (red)	LC61M (Prints approx. 325 pages) ¹
Ink Cartridge <yellow>	LC61Y (Prints approx. 325 pages) ¹
Premium Plus Glossy Finish Photo Paper (Letter size / 20 sheets) (4"×6" size / 20 sheets)	BP71GLTR BP71GP
Matte Finish Inkjet Paper (Letter size / 25 sheets)	BP60ML (USA only)
Plain Finish Inkjet Paper (Letter size / 100 sheets)	BP60PL100 (USA only)
Telephone Line Cord	LG3077001 (USA only)
User's Guide	LX1556001 (English for USA and Canada) LX1556002 (French for Canada)

¹ For more information about the replacement consumables, visit us at www.brother.com/pageyield.

Notice - Disclaimer of Warranties (USA and Canada)

BROTHER'S LICENSOR(S), AND THEIR DIRECTORS, OFFICERS, EMPLOYEES OR AGENTS (COLLECTIVELY BROTHER'S LICENSOR) MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, REGARDING THE SOFTWARE. BROTHER'S LICENSOR(S) DOES NOT WARRANT, GUARANTEE OR MAKE ANY REPRESENTATIONS REGARDING THE USE OR THE RESULTS OF THE USE OF THE SOFTWARE IN TERMS OF ITS CORRECTNESS, ACCURACY, RELIABILITY, CURRENTNESS OR OTHERWISE. THE ENTIRE RISK AS TO THE RESULTS AND PERFORMANCE OF THE SOFTWARE IS ASSUMED BY YOU. THE EXCLUSION OF IMPLIED WARRANTIES IS NOT PERMITTED BY SOME STATES IN THE USA AND SOME PROVINCES IN CANADA. THE ABOVE EXCLUSION MAY NOT APPLY TO YOU.

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Compilation and Publication Notice

Under the supervision of Brother Industries Ltd., this manual has been compiled and published, covering the latest product descriptions and specifications.

The contents of this manual and the specifications of this product are subject to change without notice.

Brother reserves the right to make changes without notice in the specifications and materials contained herein and shall not be responsible for any damages (including consequential) caused by reliance on the materials presented, including but not limited to typographical and other errors relating to the publication.

Brother® One-Year Limited Warranty and Replacement Service (USA Only)

Who is covered:

- This limited warranty (“warranty”) is given only to the original end-user/retail purchaser (referred to in this warranty as “Original Purchaser”) of the accompanying product, consumables and accessories (collectively referred to in this warranty as “this Product”).
- If you purchased a product from someone other than an authorized Brother reseller in the United States or if the product was used (including but not limited to floor models or refurbished product), prior to your purchase you are not the Original Purchaser and the product that you purchased is not covered by this warranty.

What is covered:

- This Product includes a Machine and Consumable and Accessory Items. Consumable and Accessory Items include but are not limited to print heads, toner, drums, ink cartridges, print cartridges, cordless handset battery, refill ribbons, therma PLUS paper and thermal paper.
- Except as otherwise provided herein, Brother warrants that the Machine and the accompanying Consumable and Accessory Items will be free from defects in materials and workmanship, when used under normal conditions.
- This warranty applies only to products purchased and used in the United States. For products purchased in, but used outside, the United States, this warranty covers only warranty service within the United States (and does not include shipping outside the United States).

What is the length of the Warranty Periods:

- Machines: one year from the original purchase date.
- Accompanying Consumable and Accessory Items: 90 days from the original purchase date or the rated life of consumable, whichever comes first.

What is NOT covered:

This warranty does not cover:

- 1 Physical damage to this Product;
- 2 Damage caused by improper installation, improper or abnormal use, misuse, neglect or accident (including but not limited to transporting this Product without the proper preparation and/or packaging);

- 3 Damage caused by another device or software used with this Product (including but not limited to damage resulting from use of non Brother®-brand parts and Consumable and Accessory Items);
- 4 Consumable and Accessory Items that expired in accordance with a rated life;
- 5 Problems arising from other than defects in materials or workmanship; and,
- 6 Normal Periodic Maintenance Items, such as Paper Feeding Kit, Fuser and Laser Units.

This limited warranty is VOID if this Product has been altered or modified in any way (including but not limited to attempted warranty repair without authorization from Brother and/or alteration/removal of the serial number).

What to do if you think your Product is eligible for warranty service:

Report your issue to either our Customer Service Hotline at 1-877-BROTHER (1-877-276-8437) or to a Brother Authorized Service Center within the applicable warranty period. Supply Brother or the Brother Authorized Service Center with a copy of your dated bill of sale showing that this Product was purchased within the U.S. For the name of local Brother Authorized Service Center(s), call 1-877-BROTHER (1-877-276-8437) or visit www.brother-usa.com.

What Brother will ask you to do:

After contacting Brother or a Brother Authorized Service Center, you may be required to deliver (by hand if you prefer) or send the Product properly packaged, freight prepaid, to the Authorized Service Center together with a photocopy of your bill of sale. **You are responsible for the cost of shipping, packing product, and insurance (if you desire). You are also responsible for loss or damage to this Product in shipping.**

What Brother will do:

If the problem reported concerning your Machine and/or accompanying Consumable and Accessory Items is covered by this warranty and if you first reported the problem to Brother or an Authorized Service Center within the applicable warranty period, Brother or its Authorized Service Center will repair or replace the Machine and/or accompanying Consumable and Accessory Items at no charge to you for parts or labor. The decision as to whether to repair or replace the Machine and/or accompanying Consumable and Accessory Items is made by Brother in its sole

Brother® One-Year Limited Warranty and Replacement Service (USA Only)

discretion. Brother reserves the right to supply a refurbished or remanufactured replacement Machine and/or accompanying Consumable and Accessory Items and use refurbished parts provided such replacement products conform to the manufacturer's specifications for new product/parts. The repaired or replacement Machine and/or accompanying Consumable and Accessory Items will be returned to you freight prepaid or made available for you to pick up at a conveniently located Authorized Service Center.

If the Machine and/or accompanying Consumable and Accessory Items are not covered by this warranty (either stage), you will be charged for shipping the Machine and/or accompanying Consumable and Accessory Items back to you and charged for any service and/or replacement parts/products at Brother's then current published rates.

The foregoing are your sole (i.e., only) and exclusive remedies under this warranty.

What happens when Brother elects to replace your Machine:

When a replacement Machine is authorized by Brother, and you have delivered the Machine to an Authorized Service Center, the Authorized Service Center will provide you with a replacement Machine after receiving one from Brother. If you are dealing directly with Brother's Express Exchange Service Brother will send to you a replacement Machine shipped for receipt within two business days, with the understanding that you will, after receipt of the replacement Machine, supply the required proof of purchase information, together with the Machine that Brother agreed to replace. You are then expected to pack the Machine that Brother agreed to replace in the package from the replacement Machine and return it to Brother using the pre-paid freight bill supplied by Brother in accordance with the instructions provided by Brother. Since you will be in possession of two machines, Brother will require that you provide a valid major credit card number. Brother will issue a hold against the credit card account number that you provide until Brother receives your original Product and determines that your original Product is entitled to warranty coverage. Your credit card will be charged up to the cost of a new Product only if: (i) you do not return your original Product to Brother within five (5) business days; (ii) the problems with your original Product are not covered by the limited warranty; (iii) the proper packaging instructions are not followed and has caused damage to

the product; or (iv) the warranty period on your original Product has expired or has not been sufficiently validated with a copy of the proof of purchase (bill of sale). The replacement Machine you receive (even if refurbished or remanufactured) will be covered by the balance of the limited warranty period remaining on the original Product, plus an additional thirty (30) days. You will keep the replacement Machine that is sent to you and your original Machine shall become the property of Brother. **Retain your original Accessory Items and a copy of the return freight bill, signed by the courier.**

Limitations:

Brother is not responsible for damage to or loss of any equipment, media, programs or data related to the use of this Product. Except for the repair or replacement as described above, Brother shall not be liable for any direct, indirect, incidental or consequential damages or specific relief. Because some states do not allow the exclusion or limitation of consequential or incidental damages, the above limitation may not apply to you.

THIS WARRANTY IS GIVEN IN LIEU OF ALL OTHER WARRANTIES, WRITTEN OR ORAL, WHETHER EXPRESSED BY AFFIRMATION, PROMISE, DESCRIPTION, DRAWING, MODEL OR SAMPLE. ANY AND ALL WARRANTIES OTHER THAN THIS ONE, WHETHER EXPRESS OR IMPLIED, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE HEREBY DISCLAIMED.

- This Limited Warranty is the only warranty that Brother is giving for this Product. It is the *final expression and the exclusive and only statement* of Brother's obligations to you. It replaces all other agreements and understandings that you may have with Brother or its representatives.
- This warranty gives you certain rights and you may also have other rights that may vary from state to state.
- This Limited Warranty (and Brother's obligation to you) may not be changed in any way unless you and Brother sign the same piece of paper in which we (1) refer to this Product and your bill of sale date, (2) describe the change to this warranty and (3) agree to make that change.

Important: *We recommend that you keep all original packing materials, in the event that you ship this Product.*

**BROTHER MULTIFUNCTION CENTER / FAX MACHINE
LIMITED WARRANTY
(Canada only)**

Pursuant to the limited warranty of 1 year from the date of purchase for labour and parts, Brother International Corporation (Canada) Ltd. ("Brother"), or its Authorized Service Centres, will repair or replace (at Brother's sole discretion) this MFC/Fax machine free of charge if defective in material or workmanship. This warranty applies only to products purchased and used in Canada. This limited Warranty does not include cleaning, consumables (including, without limitation, ink cartridges, print cartridges, print rolls, thermal paper rolls, toner cartridges, drum units, OPC belts, fixing units, print heads, paper feed rollers, transfer rolls, cleaning rollers, waste toner packs, oil bottles) or damage caused by accident, neglect, misuse or improper installation or operation, any damage caused from service, maintenance, modifications, or tampering by anyone other than a Brother Authorized Service Representative, or if shipped out of the country.

The use of supplies or consumable items that are non-Brother products may void your warranty. This limited warranty ceases when this machine is rented, sold, or otherwise disposed of.

Operation of the MFC/Fax machine in excess of the specifications or with the Serial Number or Rating Label removed shall be deemed abuse and all repairs thereafter shall be the sole liability of the end-user/purchaser. In order to obtain warranty service, the MFC/Fax machine must be delivered or shipped freight prepaid by the end-user/purchaser to a "Brother" Authorized Service Centre, together with your Canadian Proof of Purchase in the form of a Sales Receipt.

When shipping or transporting your MFC/Fax machine, please refer to your Operation Manual for the proper packaging procedures.

For Laser units: Failure to remove the Toner Cartridge (and Toner Drum Unit, waste toner packs or oil bottles on applicable models) during shipping or transport will cause severe damage to the Laser MFC/Fax machine and will void the Warranty.

For inkjet units: (When shipping your Inkjet MFC/Fax machine remove the ink cartridges and replace them with the original protective parts. If original protective parts are not available, leave ink cartridges installed. Please avoid shipping the unit without original protective parts or ink cartridges.) Damage to your print head resulting from packing the Inkjet MFC/Fax machine without the ink cartridges or the protective parts will void your warranty.

Improper packaging may cause severe damage to the machine during shipping and will void the warranty. **BROTHER DISCLAIMS ALL OTHER WARRANTIES EXPRESSED OR IMPLIED INCLUDING, WITHOUT LIMITATIONS, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, EXCEPT TO THE EXTENT THAT ANY WARRANTIES IMPLIED BY LAW CANNOT BE VALIDLY WAIVED.**

No oral or written information, advice or representation provided by Brother, its Authorized Service Centres, Distributors, Dealers, Agents or employees, shall create another warranty or modify this warranty. The warranty states Brother's entire liability and your exclusive remedy against Brother for any failure of the MFC/Fax machine to operate properly.

Neither Brother nor anyone else involved in the development, production, or delivery of this MFC/Fax machine shall be liable for any indirect, incidental, special, consequential, exemplary, or punitive damages, including lost profits, arising from the use of or inability to use the product, even if advised by the end user/purchaser of the possibility of such damages. Since some Provinces do not allow the above limitation of liability, such limitation, may not apply to you.

This Limited Warranty gives you specific legal rights and you may also have other rights which vary from Province to Province.

Warranty Service is available at Brother Authorized Service Centres throughout Canada.

For Technical Assistance or for the name and location of your nearest Authorized Service Centre call 1-877-BROTHER.

Internet support: support@brother.ca or browse Brother's Web Site www.brother.ca.

The Brother logo, consisting of the word "brother" in a bold, lowercase, sans-serif font, with a registered trademark symbol (®) to the upper right of the letter "r".

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Using the documentation

Thank you for buying a Brother machine! Reading the documentation will help you make the most of your machine.

Symbols and conventions used in the documentation

The following symbols and conventions are used throughout the documentation.

Bold	Bold typeface identifies specific keys on the machine's control panel.
<i>Italics</i>	Italicized typeface emphasizes an important point or refers you to a related topic.
Courier New	Text in Courier New font identifies messages on the LCD of the machine.



WARNING

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



CAUTION

Cautions specify procedures you must follow or avoid to prevent possible minor injuries.



IMPORTANT

IMPORTANT describes procedures you must follow or avoid to prevent possible machine problems or damage to other objects.



Electrical Hazard icons alert you to a possible electrical shock.



Hot Surface icons warn you not to touch machine parts that are hot.



Notes tell you how you should respond to a situation that may arise or give tips about how the current operation works with other features.

Accessing the Software User's Guide and Network User's Guide

This User's Guide does not contain all the information about the machine such as how to use the advanced features of the Printer, Scanner, PC Fax and Network. When you are ready to learn detailed information about these operations, read the **Software User's Guide** and **Network User's Guide** that are on the CD-ROM.

Viewing Documentation

Viewing Documentation (Windows®)

To view the documentation, from the **Start** menu, point to **Brother, MFC-XXXX** (where XXXX is your model name) from the programs group, and then choose **User's Guides in HTML format**.

If you have not installed the software, you can find the documentation by following the instructions below:

- 1 Turn on your PC. Insert the Brother CD-ROM into your CD-ROM drive.



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**.

- 2 If the model name screen appears, click your model name.
- 3 If the language screen appears, click your language. The CD-ROM Top Menu will appear.



- 4 Click **Documentation**.
- 5 Click the documentation you want to read.

- **HTML documents:**
Software User's Guide and **Network User's Guide** in HTML format.

This format is recommended for viewing on your computer.

- **PDF documents:**
User's Guide for stand-alone operations, **Software User's Guide** and **Network User's Guide** in PDF format.

This format is recommended for printing the manuals. Click to go to the Brother Solutions Center, where you can view or download the PDF documents. (Internet access and PDF Reader software are required.)

How to find Scanning instructions

There are several ways you can scan documents. You can find the instructions as follows:

Software User's Guide

- **Scanning**
(Windows® 2000 Professional/
Windows® XP and Windows Vista®)
- **ControlCenter3**
(Windows® 2000 Professional/
Windows® XP and Windows Vista®)
- **Network Scanning**
(Windows® 2000 Professional/
Windows® XP and Windows Vista®)

ScanSoft™ PaperPort™ 11SE with OCR How-to-Guides

- The complete ScanSoft™ PaperPort™ 11SE with OCR How-to-Guides can be viewed from the Help selection in the ScanSoft™ PaperPort™ 11SE application.

How to find Network setup instructions

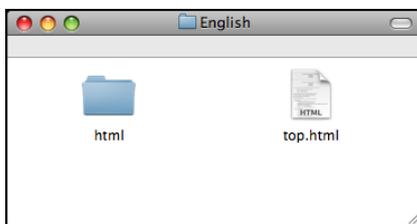
Your machine can be connected to a wireless or wired network. You can find basic setup instructions in the Quick Setup Guide. If your wireless access point supports SecureEasySetup™, Wi-Fi Protected Setup or AOSS™, follow the steps in the Quick Setup Guide. For more information about network setup please see the *Network User's Guide*.

Viewing Documentation (Macintosh)

- 1 Turn on your Macintosh. Insert the Brother CD-ROM into your CD-ROM drive. The following window will appear.



- 2 Double-click the **Documentation** icon.
- 3 Double-click your language folder.
- 4 Double-click **top.html** to view the **Software User's Guide** and **Network User's Guide** in HTML format.



- 5 Click the documentation you want to read:
 - **Software User's Guide**
 - **Network User's Guide**

How to find Scanning instructions

There are several ways you can scan documents. You can find the instructions as follows:

Software User's Guide

- **Scanning**
(Mac OS X 10.3.9 - 10.5.x)
- **ControlCenter2**
(Mac OS X 10.3.9 - 10.5.x)
- **Network Scanning**
(Mac OS X 10.3.9 - 10.5.x)

Presto! PageManager User's Guide

- The complete Presto! PageManager User's Guide can be viewed from the Help selection in the Presto! PageManager application.

How to find Network setup instructions

Your machine can be connected to a wireless or wired network. You can find basic setup instructions in the Quick Setup Guide. If your wireless access point supports SecureEasySetup™, Wi-Fi Protected Setup or AOSS™, follow the steps in the Quick Setup Guide. For more information about network setup please see the *Network User's Guide*.

Accessing Brother Support (Windows®)

You can find all the contacts you will need, such as Web support (Brother Solutions Center), Customer Service and Brother Authorized Service Centers in *Brother numbers* on page i and on the Brother CD-ROM.

- Click **Brother Support** on the Top Menu. The following screen will appear:



- To access our web site (<http://www.brother.com>), click **Brother Home Page**.
- To view all Brother Numbers, including Customer Service numbers for the USA and Canada, click **Support Information**.
- To access the USA Brother online shopping mall (<http://www.brothermall.com>) for additional product and services information, click **Brother Mall.com**.
- To access Canada's Brother online shopping mall (<http://www.brother.ca>) for additional product and services information, click **Shop Online (Canada)**.
- For the latest news and product support information (<http://solutions.brother.com>), click **Brother Solutions Center**.
- To visit our web site for original/genuine Brother Supplies (<http://www.brother.com/original/>), click **Supplies Information**.

- To access the Brother CreativeCenter (<http://www.brother.com/creativecenter/>) for FREE photo projects and printable downloads, click **Brother CreativeCenter**.
- To return to the Top Menu, click **Back** or if you have finished, click **Exit**.

Control panel overview



1 On/Off

You can turn the machine on or off.

If you turn the machine off, it will still periodically clean the print head. To maintain print quality, prolong print head life, and provide the best ink cartridge economy, you should keep your machine connected to the power at all times.

2 Message Center key

Turns the Message Center on or off. It will flash when you have new voice messages.

3 Fax and telephone keys:

- **Redial**
Redials the last 30 numbers called.
- **Pause**
Inserts a pause when dialing numbers.
- **Hold**
Lets you place telephone calls on hold.
- **Speaker Phone**
Turns the speaker phone on or off.

4 Dial Pad

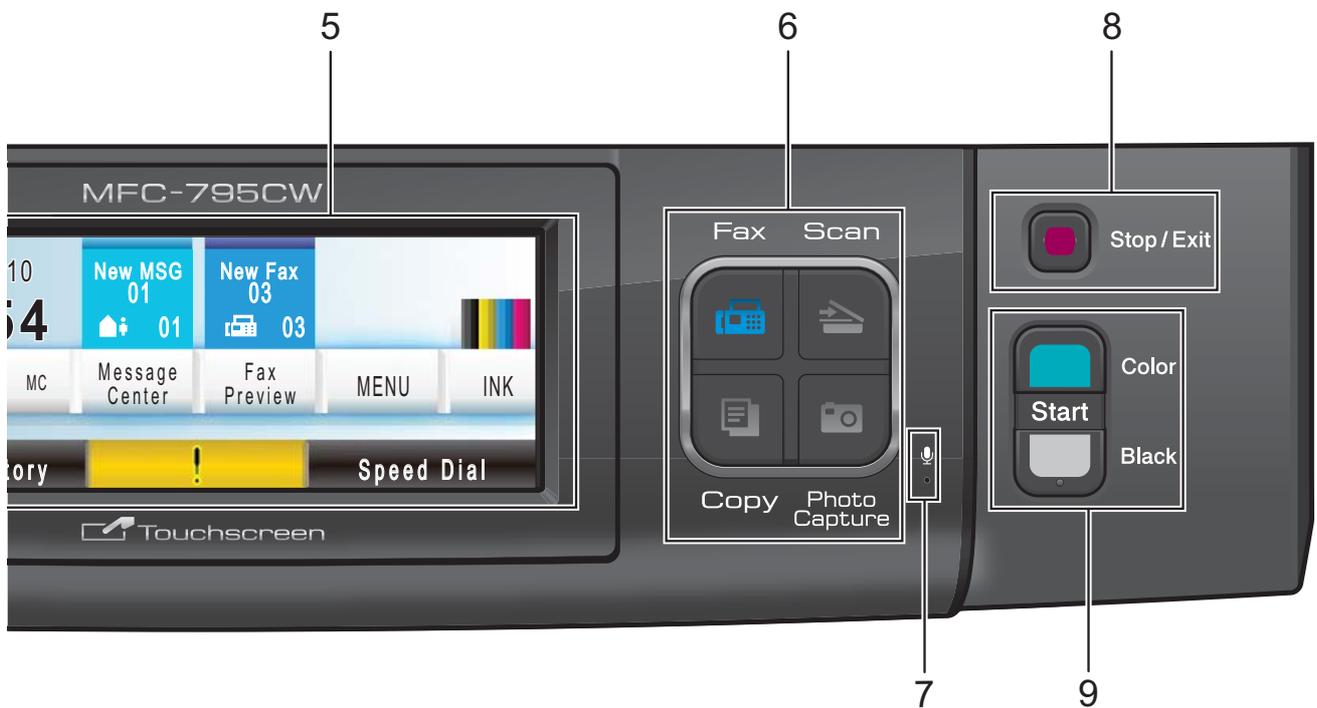
Use these keys to dial telephone and fax numbers and as a keyboard for entering information into the machine. This function transfers to the touchscreen when you store quick dial numbers.

(Canada only) The # key lets you temporarily switch the dialing mode during a telephone call from Pulse to Tone.

5 LCD (liquid crystal display)

This is a Touchscreen LCD. You can access the menus and options by pressing buttons displayed on the screen.

Also, you can adjust the angle of the display by lifting it.



6 Mode keys:

- **Fax**
Lets you access Fax mode.
- **Scan**
Lets you access Scan mode.
- **Copy**
Lets you access Copy mode.
- **Photo Capture**
Lets you access PhotoCapture Center[®] mode.

7 Microphone

Picks up your voice when you speak to another party using **Speaker Phone**.

8 Stop/Exit

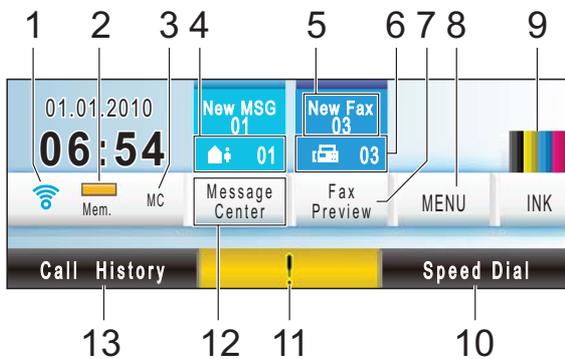
Stops an operation or exits from a menu.

9 Start keys:

- **Color Start**
Lets you start sending faxes or making copies in full color. Also lets you start a scanning operation (in color or black & white, depending on the scanning setting in the ControlCenter software).
- **Black Start**
Lets you start sending faxes or making copies in black & white. Also lets you start a scanning operation (in color or black & white depending on the scanning setting in the ControlCenter software).

LCD screen

The LCD shows the current machine status when the machine is idle.



1 Wireless Status

A four level indicator shows the current wireless signal strength if you are using a wireless connection.



2 Memory Status

Lets you see the available memory in the machine.

3 Current Receive Mode

Lets you see the current receive mode.

- Fax (Fax only)
- F/T (Fax/Tel)
- Mnl (Manual)
- MC (Msg Ctr)

4 Voice messages in the machine's memory

Shows how many received voice messages are in the memory.

5 New Fax

When `Fax Preview` is set to `On`, you can see how many new faxes you have received.

6 Faxes in memory

Shows how many received faxes are in the memory.

7 Fax Preview

Lets you preview received faxes.

8 MENU

Lets you access the main menu.

9 Ink indicator

Lets you see the available ink volume.
Also, lets you access the `Ink` menu.

10 Speed Dial

Lets you search the number you want to fax/dial.

11 Warning icon !

Appears when there is an error or maintenance message; press the Warning icon to view it, and then press **Stop/Exit** to return to the Ready screen.

12 Message Center

Lets you listen to and manage voice messages and recorded conversations.

13 Call History

Lets you view a list of outgoing calls and the caller ID history.

Also, lets you fax or call the number you have chosen from the lists.

Basic Operations

To operate the Touchscreen use your finger to press the **MENU** or option button directly on the LCD screen. To display and access all the screen menus or options in a setting, press **▲▼** or **◀▶** to scroll through them.

Press  to return to the previous menu.

! IMPORTANT

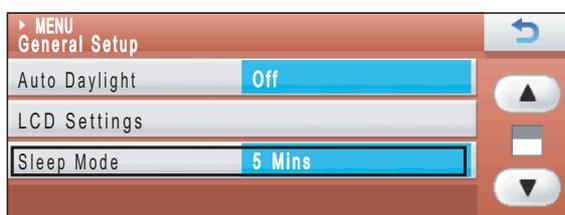
DO NOT press the Touchscreen with a sharp object, such as a pen or stylus. It may damage the machine.

The following steps show how to change a setting in the machine. In this example the Sleep mode setting is changed from 5 Mins to 10 Mins.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display General Setup.



- 3 Press **General Setup**.
- 4 Press **▲** or **▼** to display **Sleep Mode**.



- 5 Press **Sleep Mode**.

- 6 Press **10 Mins**.



- 7 Press **Stop/Exit**.

2

Loading paper and documents

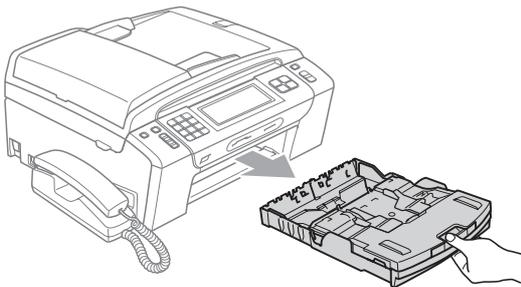
Loading paper and other print media



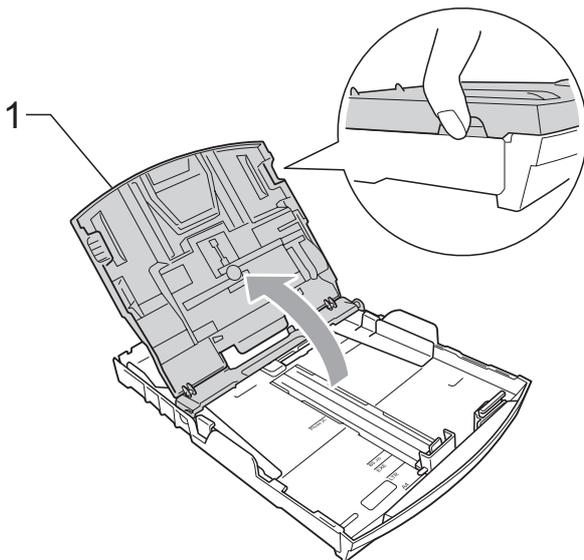
Note

To print on Photo (4" × 6") or Photo L (3.5" × 5") paper, you must use the photo bypass tray. (See *Loading photo paper* on page 14.)

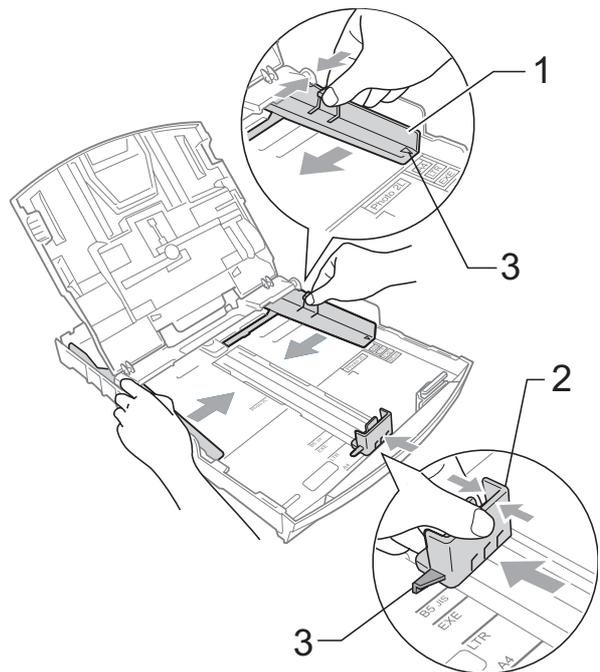
- 1 If the paper support flap is open, close it, and then close the paper support. Pull the paper tray completely out of the machine.



- 2 Lift the output paper tray cover (1).

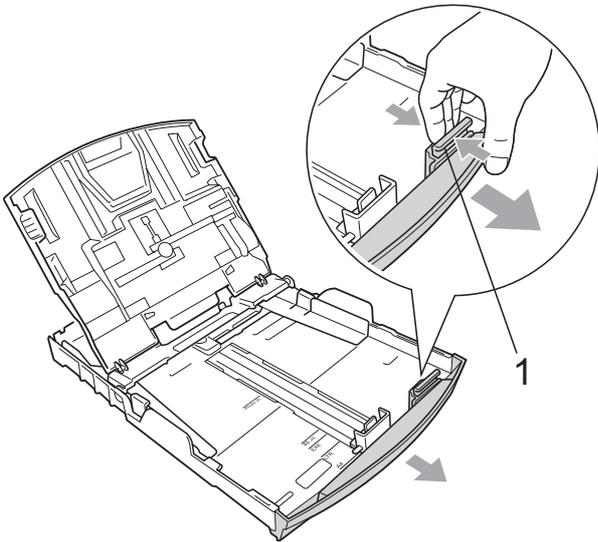


- 3 With both hands, gently press and slide the paper side guides (1) and then the paper length guide (2) to fit the paper size. Make sure that the triangular marks (3) on the paper side guides (1) and paper length guide (2) line up with the marks for the paper size you are using.

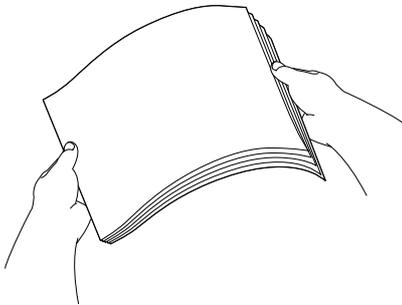


**Note**

When you are using Legal size paper, press and hold the universal guide release button (1) as you slide out the front of the paper tray.

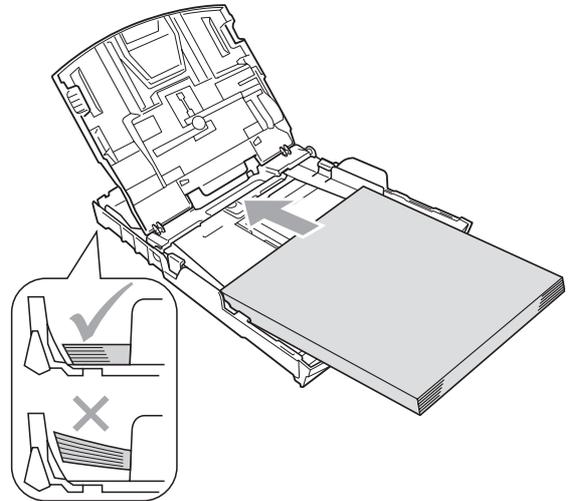


- 4 Fan the stack of paper well to avoid paper jams and misfeeds.

**! IMPORTANT**

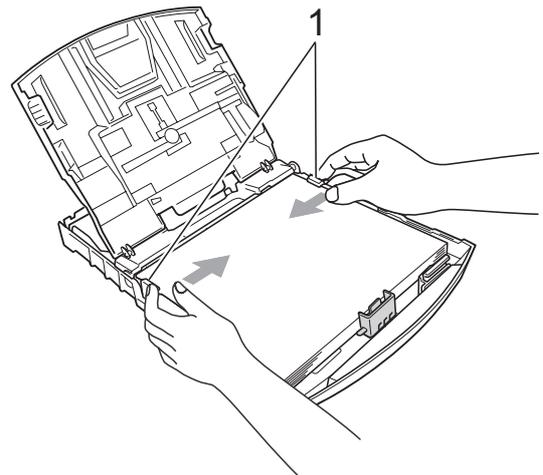
Always make sure that the paper is not curled.

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

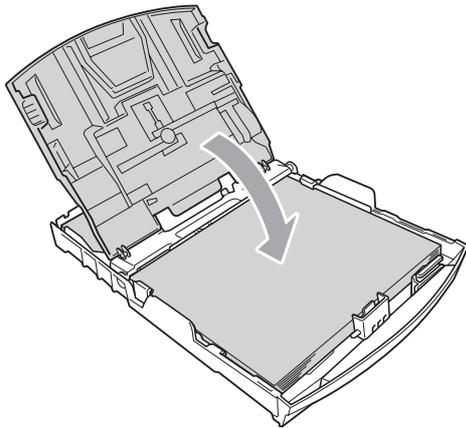
**! IMPORTANT**

Be careful that you do not push the paper in too far; it may lift at the back of the tray and cause feed problems.

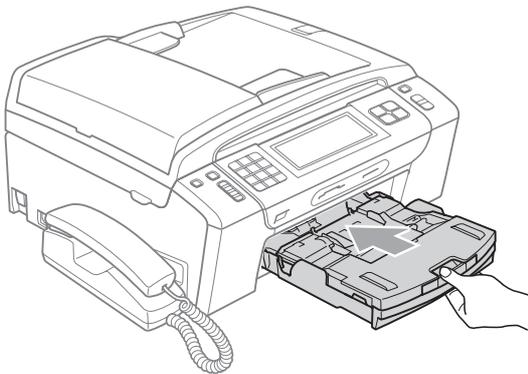
- 6 Gently adjust the paper side guides (1) to fit the paper using both hands. Make sure the paper side guides touch the sides of the paper.



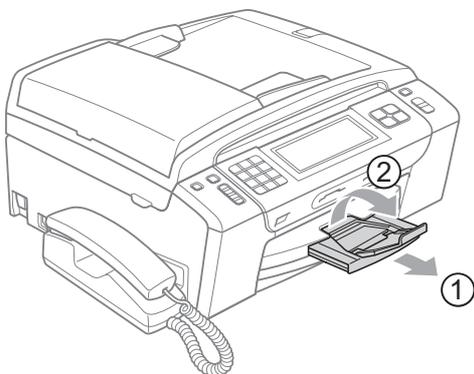
- 7 Close the output paper tray cover.



- 8 Slowly push the paper tray completely into the machine.



- 9 While holding the paper tray in place, pull out the paper support (1) until it clicks, and then unfold the paper support flap (2).



! IMPORTANT

DO NOT use the paper support flap for Legal size paper.

Loading envelopes and postcards

About envelopes

- Use envelopes that weigh from 20 to 25 lb (80 to 95 g/m²).
- Some envelopes need margin settings to be set in the application. Make sure you do a test print first before printing many envelopes.

! IMPORTANT

DO NOT use any of the following types of envelopes, as they will cause paper feed problems:

- That are of a baggy construction.
- That are embossed (have raised writing on them).
- That have clasps or staples.
- That are pre-printed on the inside.

Glue	Double flap
	

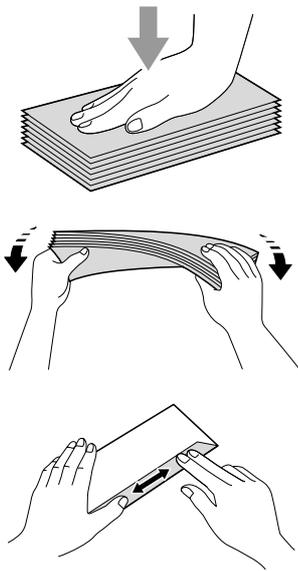
Occasionally you may experience paper feed problems caused by the thickness, size and flap shape of the envelopes you are using.

Loading envelopes and postcards

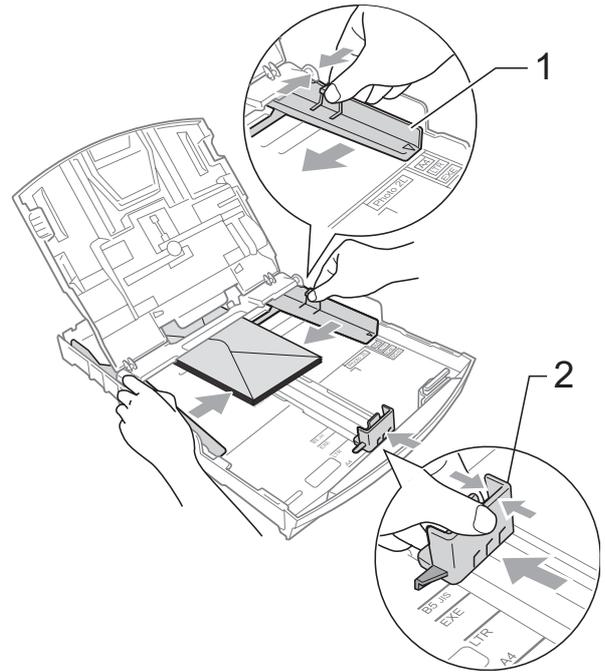
- 1 Before loading, press the corners and sides of envelopes or postcards to make them as flat as possible.

! IMPORTANT

If envelopes or postcards are 'double-feeding', put one envelope or postcard in the paper tray at a time.

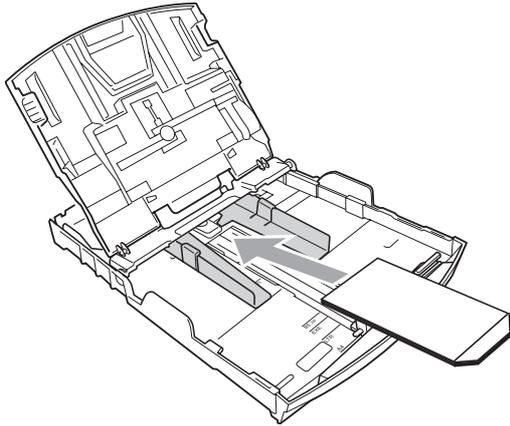


- 2 Put envelopes or postcards in the paper tray with the address side down and the leading edge in first as shown in the illustration. With both hands, gently press and slide the paper side guides (1) and paper length guide (2) to fit the size of the envelopes or postcards.



If you have problems when printing on envelopes with the flap on the short edge, try the following:

- 1 Open the envelope flap.
- 2 Put the envelope into the paper tray with the address side down and the flap positioned as shown in the illustration.



- 3 Adjust the size and margin in your application.

Loading photo paper



Note

In Canada, the **photo bypass tray** is called the **photo paper tray**.

Use the photo bypass tray, which is located on the top of the output paper tray cover, to print on Photo (4" × 6") and Photo L (3.5" × 5") size paper. When you use the photo bypass tray, you do not have to take out the paper that is in the tray beneath it. You can load maximum of 20 photo cards in the tray. (For the maximum number of photo cards you can load, see *Paper weight, thickness and capacity* on page 20.)

- 1 Squeeze the blue photo bypass tray release button (1) using your right index finger and thumb and push the photo bypass tray forward until it clicks into the photo printing position (2).

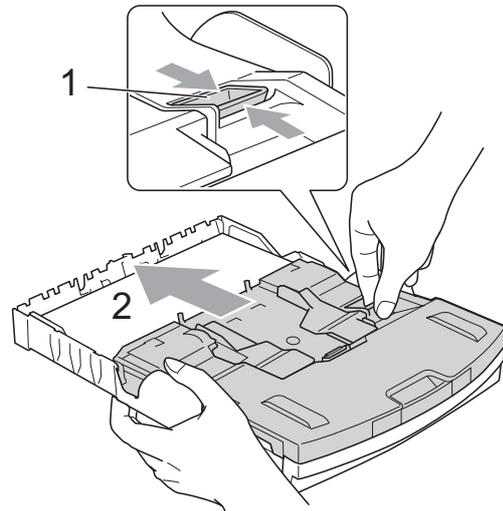
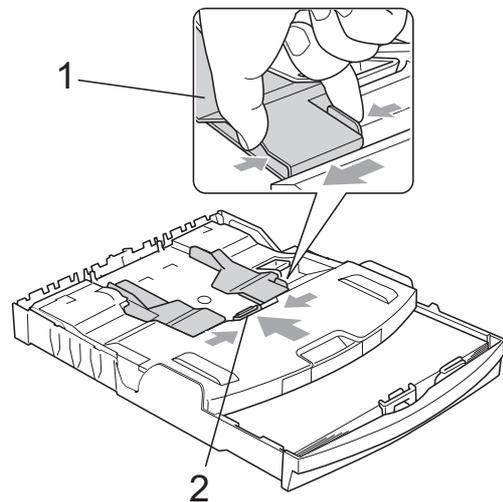


Photo Bypass Tray

- 2 Press and slide the paper side guides (1) and paper length guide (2) to fit the paper size.



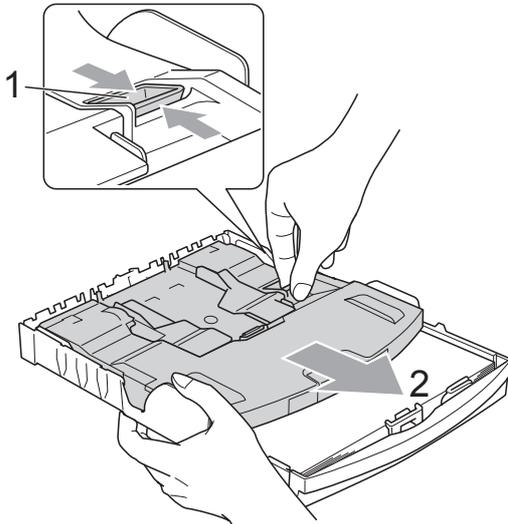
- 3 Put the photo paper into the photo bypass tray and gently adjust the paper side guides to the paper. Make sure the paper side guides touch the sides of the paper. Check that the paper is flat in the tray.

 **Note**

- Be careful that you do not push the paper in too far; it may lift at the back of the tray and cause feed problems.
- Always make sure that the paper is not curled or wrinkled.

- 4** When you have finished printing photos return the photo bypass tray to the normal printing position.

Squeeze the blue photo bypass tray release button (1) using your right index finger and thumb and pull the photo bypass tray back until it clicks (2).


 **IMPORTANT**

If you do not return the photo bypass tray to the normal position after printing photos, you will get a **No Paper Fed** error when you use cut sheet paper.

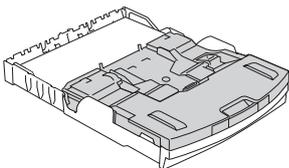


Photo Bypass Tray in the *Normal* printing position

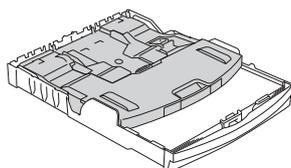
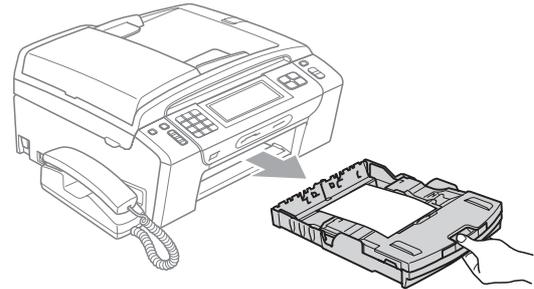


Photo Bypass Tray in the *Photo* printing position

Removing small printouts from the machine

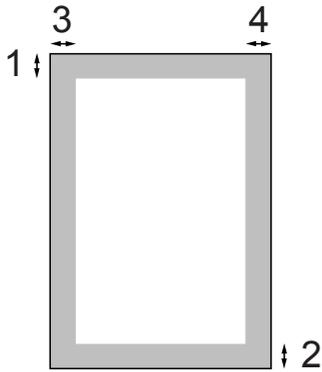
When the machine ejects small paper onto the output paper tray cover you may not be able to reach it. Make sure printing has finished, and then pull the tray completely out of the machine.



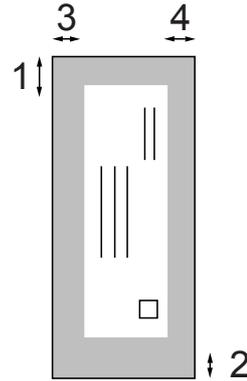
Printable area

The printable area depends on the settings in the application you are using. The figures below show the unprintable areas on cut sheet paper and envelopes. The machine can print in the shaded areas of cut sheet paper only when the Borderless print feature is available and turned on. (See *Printing for Windows*[®] or *Printing and Faxing for Macintosh* in the *Software User's Guide* on the CD-ROM.)

Cut Sheet Paper



Envelopes



	Top (1)	Bottom (2)	Left (3)	Right (4)
Cut Sheet	0.12 in. (3 mm)	0.12 in. (3 mm)	0.12 in. (3 mm)	0.12 in. (3 mm)
Envelopes	0.47 in. (12 mm)	0.95 in. (24 mm)	0.12 in. (3 mm)	0.12 in. (3 mm)



Note

The Borderless feature is not available for envelopes.

Acceptable paper and other print media

The print quality can be affected by the type of paper you use in the machine.

To get the best print quality for the settings you have chosen, always set the Paper Type to match the type of paper you load.

You can use plain paper, inkjet paper (coated paper), glossy paper, transparencies and envelopes.

We recommend testing various paper types before buying large quantities.

For best results, use Brother paper.

- When you print on inkjet paper (coated paper), transparencies and photo paper, be sure to choose the proper media in the **'Basic'** tab of the printer driver or in the Paper Type setting of the machine's menu. (See *Paper Type* on page 24.)
- When you print on Brother Photo paper, load one extra sheet of the same photo paper in the paper tray. An extra sheet has been included in the paper package for this purpose.
- When you use transparencies or photo paper, remove each sheet at once to prevent smudging or paper jams.
- Avoid touching the printed surface of the paper immediately after printing; the surface may not be completely dry and may stain your fingers.

Recommended print media

To get the best print quality, we suggest using Brother paper. (See the table below.)

We recommend using '3M Transparency Film' when you print on transparencies.

Brother paper

Paper Type	Item
Letter Plain	BP60PL100 (USA only)
Letter Glossy Photo	BP71GLTR
Letter Inkjet (Matte)	BP60ML (USA only)
4 × 6 in. Glossy Photo	BP71GP

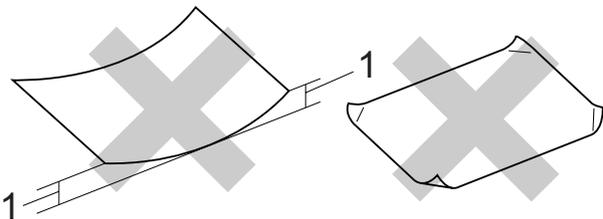
Handling and using print media

- Store paper in its original packaging, and keep it sealed. Keep the paper flat and away from moisture, direct sunlight and heat.
- Avoid touching the shiny (coated) side of photo paper. Load photo paper with the shiny side facing down.
- Avoid touching either side of transparencies because they absorb water and perspiration easily, and this may cause decreased output quality. Transparencies designed for laser printers/copiers may stain your next document. Use only transparencies recommended for inkjet printing.

! IMPORTANT

DO NOT use the following kinds of paper:

- Damaged, curled, wrinkled, or irregularly shaped paper



- 1 0.08 in. (2 mm) or greater curl may cause jams to occur.**
- Extremely shiny or highly textured paper
- Paper that cannot be arranged uniformly when stacked
- Paper made with a short grain

Paper capacity of the output paper tray cover

Up to 50 sheets of Letter, Legal or A4 20 lb (80 g/m²) paper.

- Transparencies and photo paper must be picked up from the output paper tray cover one page at a time to avoid smudging.

Choosing the right print media

Paper type and size for each operation

Paper Type	Paper Size		Usage			
			Fax	Copy	Photo Capture	Printer
Cut Sheet	Letter	8 1/2 × 11 in. (215.9 × 279.4 mm)	Yes	Yes	Yes	Yes
	A4	8.3 × 11.7 in. (210 × 297 mm)	Yes	Yes	Yes	Yes
	Legal	8 1/2 × 14 in. (215.9 × 355.6 mm)	Yes	Yes	–	Yes
	Executive	7 1/4 × 10 1/2 in. (184 × 267 mm)	–	–	–	Yes
	JIS B5	7.2 × 10.1 in. (182 × 257 mm)	–	–	–	Yes
	A5	5.8 × 8.3 in. (148 × 210 mm)	–	Yes	–	Yes
	A6	4.1 × 5.8 in. (105 × 148 mm)	–	–	–	Yes
Cards	Photo	4 × 6 in. (10 × 15 cm)	–	Yes	Yes	Yes
	Photo L	3 1/2 × 5 in. (89 × 127 mm)	–	–	–	Yes
	Photo 2L	5 × 7 in. (13 × 18 cm)	–	–	Yes	Yes
	Index Card	5 × 8 in. (127 × 203 mm)	–	–	–	Yes
	Postcard 1	3.9 × 5.8 in. (100 × 148 mm)	–	–	–	Yes
	Postcard 2 (Double)	5.8 × 7.9 in. (148 × 200 mm)	–	–	–	Yes
Envelopes	C5 Envelope	6.4 × 9 in. (162 × 229 mm)	–	–	–	Yes
	DL Envelope	4.3 × 8.7 in. (110 × 220 mm)	–	–	–	Yes
	COM-10	4 1/8 × 9 1/2 in. (105 × 241 mm)	–	–	–	Yes
	Monarch	3 7/8 × 7 1/2 in. (98 × 191 mm)	–	–	–	Yes
	JE4 Envelope	4.1 × 9.3 in. (105 × 235 mm)	–	–	–	Yes
Transparencies	Letter	8 1/2 × 11 in. (215.9 × 279.4 mm)	–	Yes	–	Yes
	A4	8.3 × 11.7 in. (210 × 297 mm)	–	Yes	–	Yes
	A5	5.8 × 8.3 in. (148 × 210 mm)	–	Yes	–	Yes
	Legal	8 1/2 × 14 in. (215.9 × 355.6 mm)	–	Yes	–	Yes

Paper weight, thickness and capacity

Paper Type		Weight	Thickness	No. of sheets
Cut Sheet	Plain Paper	17 to 32 lb (64 to 120 g/m ²)	3 to 6 mil (0.08 to 0.15 mm)	100 ¹
	Inkjet Paper	17 to 53 lb (64 to 200 g/m ²)	3 to 10 mil (0.08 to 0.25 mm)	20
	Glossy Paper	Up to 58 lb (Up to 220 g/m ²)	Up to 10 mil (Up to 0.25 mm)	20 ^{2 3}
Cards	Photo 4"×6"	Up to 58 lb (Up to 220 g/m ²)	Up to 10 mil (Up to 0.25 mm)	20 ^{2 3}
	Index Card	Up to 32 lb (Up to 120 g/m ²)	Up to 6 mil (Up to 0.15 mm)	30
	Postcard	Up to 53 lb (Up to 200 g/m ²)	Up to 10 mil (Up to 0.25 mm)	30
Envelopes		20 to 25 lb (75 to 95 g/m ²)	Up to 20 mil (Up to 0.52 mm)	10
Transparencies		–	–	10

¹ Up to 100 sheets of plain paper 20 lb (80 g/m²).

² For Photo 4"×6" paper and Photo L 3.5"×5" paper, use the photo bypass tray (in USA) or the photo paper tray (in Canada). (See *Loading photo paper* on page 14.)

³ BP71 69 lb (260 g/m²) paper is especially designed for Brother inkjet machines.

Loading documents

You can send a fax, make copies, and scan from the ADF (automatic document feeder) and from the scanner glass.

Using the ADF

The ADF can hold up to 15 pages and feeds each sheet individually. Use standard 20 lb (80 g/m²) paper and always fan the pages before putting them in the ADF.

Recommended environment

Temperature:	68 to 86 °F (20 to 30 °C)
Humidity:	50% to 70%
Paper:	20 lb LTR (80 g/m ² A4)

Document Sizes Supported

Length:	5.8 to 14 in. (148 to 355.6 mm)
Width:	5.8 to 8.5 in. (148 to 215.9 mm)
Weight:	17 to 24 lb (64 to 90 g/m ²)

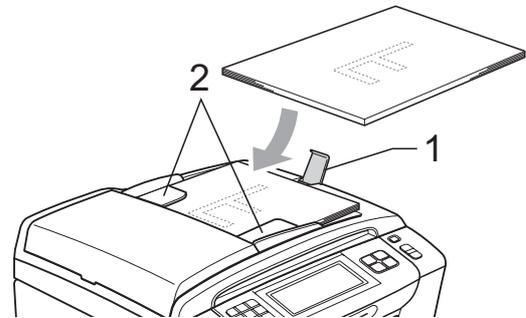
How to load documents

! IMPORTANT

- DO NOT pull on the document while it is feeding.
- DO NOT use paper that is curled, wrinkled, folded, ripped, stapled, paper clipped, pasted or taped.
- DO NOT use cardboard, newspaper or fabric.

Make sure documents with ink or liquid correction fluid are completely dry.

- 1 Unfold the ADF Document Output Support Flap (1).
- 2 Fan the pages well.
- 3 Adjust the paper guides to fit the width of your document.
- 4 Make sure you place your document, face down, top edge first in the ADF underneath the guides (2) until you feel it touch the feed rollers and the LCD screen shows ADF Ready.



! IMPORTANT

DO NOT leave a thick document on the scanner glass. If you do this, the ADF may jam.

Using the scanner glass

You can use the scanner glass to fax, copy or scan pages of a book or one page at a time.

Document Sizes Supported

Length:	Up to 11.7 in. (297 mm)
Width:	Up to 8.5 in. (215.9 mm)
Weight:	Up to 4.4 lb (2 kg)

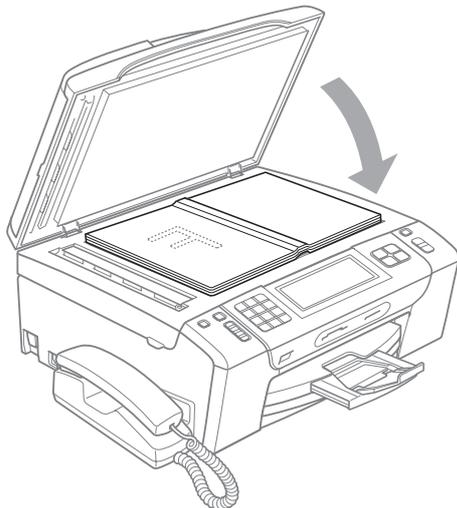
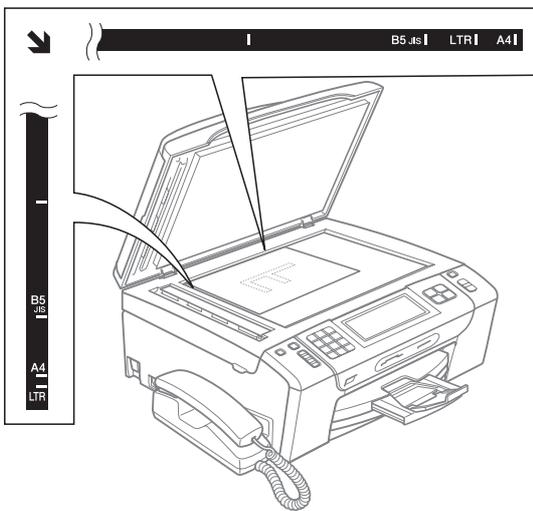
How to load documents



Note

To use the scanner glass, the ADF must be empty.

- 1 Lift the document cover.
- 2 Using the document guidelines on the left and top, place the document *face down* in the upper left corner of the scanner glass.



- 3 Close the document cover.

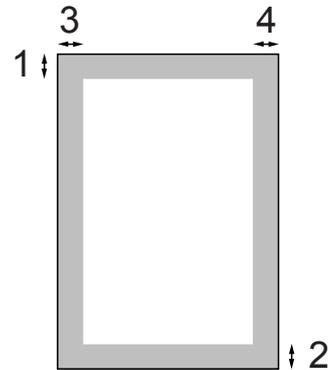


IMPORTANT

If you are scanning a book or thick document, DO NOT slam the cover down or press on it.

Scannable area

The scannable area depends on the settings in the application you are using. The figures below show unscannable areas.



Usage	Document Size	Top (1) Bottom (2)	Left (3) Right (4)
Fax	Letter	0.12 in. (3 mm)	0.16 in. (4 mm)
	A4	0.12 in. (3 mm)	0.04 in. (1 mm)
	Legal	0.12 in. (3 mm)	0.16 in. (4 mm)
Copy	Letter	0.12 in. (3 mm)	0.12 in. (3 mm)
	A4	0.12 in. (3 mm)	0.12 in. (3 mm)
Scan	Letter	0.12 in. (3 mm)	0.12 in. (3 mm)
	A4	0.12 in. (3 mm)	0.12 in. (3 mm)

3

General setup

On/Off key

You can turn the machine on and off by pressing the **On/Off** key.



Note

If you have connected an external telephone or TAD, it is always available.

Turning the machine off

- 1 Press and hold down the **On/Off** key until the LCD shows *Shutting Down*. The LCD will stay on for a few seconds before going off. You cannot use the handset when the machine is off.

Turning the machine on

- 1 Press the **On/Off** key.

Mode Timer

The machine has four temporary mode keys on the control panel: **Fax**, **Scan**, **Copy** and **Photo Capture**. You can change the amount of time the machine takes after the last Scan, Copy or PhotoCapture operation before it returns to Fax mode. If you choose *Off*, the machine stays in the mode you used last.



- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display *General Setup*.
- 3 Press *General Setup*.
- 4 Press **▲** or **▼** to display *Mode Timer*.
- 5 Press *Mode Timer*.
- 6 Press **0 Sec**, **30 Secs**, **1 Min**, **2 Mins**, **5 Mins** or **Off**.
- 7 Press **Stop/Exit**.

Paper settings

Paper Type

To get the best print quality, set the machine for the type of paper you are using.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **General Setup**.
- 3 Press **General Setup**.
- 4 Press **▲** or **▼** to display **Paper Type**.
- 5 Press **Paper Type**.
- 6 Press **Plain Paper, Inkjet Paper, Brother BP71, Other Glossy** or **Transparency**.
- 7 Press **Stop/Exit**.



Note

The machine ejects paper with printed surfaces face up onto the paper tray in front of the machine. When you use transparencies or glossy paper, remove each sheet at once to prevent smudging or paper jams.

Paper Size

You can use five sizes of paper for copies: Letter, Legal, A4, A5 and 4 × 6 in. (10 × 15 cm) and three sizes for printing faxes: Letter, Legal and A4. When you change the size of paper you load in the machine, you will need to change the paper size setting at the same time so your machine can fit an incoming fax on the page.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **General Setup**.
- 3 Press **General Setup**.
- 4 Press **▲** or **▼** to display **Paper Size**.
- 5 Press **Paper Size**.
- 6 Press **Letter, Legal, A4, A5** or **4"×6"**.
- 7 Press **Stop/Exit**.

Volume Settings

Ring Volume

You can choose a range of ring volume levels, from **High** to **Off**.

The machine will keep the new setting until you change it.

Setting the Ring Volume from the menu

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **General Setup**.
- 3 Press **General Setup**.
- 4 Press **▲** or **▼** to display **Volume**.
- 5 Press **Volume**.
- 6 Press **▲** or **▼** to display **Ring**.
- 7 Press **Ring**.
- 8 Press **Low**, **Med**, **High** or **Off**.
- 9 Press **Stop/Exit**.

Beeper Volume

When the beeper is on, the machine will beep when you press a key, make a mistake or after you send or receive a fax.

You can choose a range of volume levels, from **High** to **Off**.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **General Setup**.
- 3 Press **General Setup**.
- 4 Press **▲** or **▼** to display **Volume**.
- 5 Press **Volume**.
- 6 Press **▲** or **▼** to display **Beeper**.
- 7 Press **Beeper**.
- 8 Press **Low**, **Med**, **High** or **Off**.
- 9 Press **Stop/Exit**.

Speaker Volume

You can choose a range of speaker volume levels, from *High* to *Off*.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display *General Setup*.
- 3 Press *General Setup*.
- 4 Press **▲** or **▼** to display *Volume*.
- 5 Press *Volume*.
- 6 Press **▲** or **▼** to display *Speaker*.
- 7 Press *Speaker*.
- 8 Press *Low*, *Med*, *High* or *Off*.
- 9 Press **Stop/Exit**.

You can also adjust the speaker volume by pressing **Speaker Phone**.

- 1 Press **Speaker Phone**.
- 2 Press **◀** or **▶** to display *Volume*.
- 3 Press *Volume*.
- 4 Press  or .
This setting will stay until you change it again.
- 5 Press **Speaker Phone**.

Note

- You can adjust the speaker volume while you are listening to your outgoing message (OGM) and incoming messages (ICM's) by pressing  or .
- If you turn Incoming Recording Monitor to OFF the Speaker for screening calls will be disabled and you won't hear callers leaving messages. The volume for other operations can still be controlled using  or .

Handset Volume

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display *General Setup*.
- 3 Press *General Setup*.
- 4 Press **▲** or **▼** to display *Volume*.
- 5 Press *Volume*.
- 6 Press **▲** or **▼** to display *Handset*.
- 7 Press *Handset*.
- 8 Press *Low* or *High*.
- 9 Press **Stop/Exit**.

Note

You can adjust the handset volume any time you are talking on the telephone. There are two handset volume levels, *Low* and *High*. The default setting is *Low*.

Press  or  to adjust the volume level. The LCD shows the setting you are choosing. The new setting will remain until you change it again.

Choosing the Handset Volume (for Volume Amplify)

Before you begin to use the machine, you must decide if you need to set the handset volume to `Volume Amplify: On` for a user who is hearing-impaired. The amplify volume level complies with FCC standards.

`Volume Amplify: Off`

This default setting is appropriate if *none* of the users are hearing-impaired. During a conversation, users can press  or  on the LCD to adjust the volume to `Low` or `High`. When the handset is replaced, the handset volume will remain until you change it again.

`Volume Amplify: On -Temporary`

This setting is appropriate if *some* of the users are hearing-impaired. During a conversation, users can press  or  on the LCD to adjust the volume to `Low`, `High` or `Amplify`. When the handset is replaced, the handset volume returns to the default setting of `Low`.

`Volume Amplify: On -Permanent`

Choose `Volume Amplify: On -Permanent` if *all* of the users are hearing-impaired. During a conversation, users can press  or  on the LCD to adjust the volume to `Low`, `High` or `Amplify`. When the handset is replaced, the handset volume returns to the default setting of `Amplify`.

Note

When you press  or  on the control panel to adjust the volume, the LCD shows the setting you are choosing. Each key press changes the volume to the next setting.

WARNING

It is important that you **DO NOT** choose **Permanent** unless **ALL** the users are **hearing-impaired**. Otherwise, the default setting of `Amplify` may damage the hearing of some users.

3

Setting Volume Amplify

Please carefully read *Choosing the Handset Volume (for Volume Amplify)* on page 27.

- 1 Press `MENU`.
- 2 Press `▲` or `▼` to display `General Setup`.
- 3 Press `General Setup`.
- 4 Press `▲` or `▼` to display `Volume`.
- 5 Press `Volume`.
- 6 Press `▲` or `▼` to display `Volume Amplify`.
- 7 Press `Volume Amplify`.
- 8 Do one of the following:
 - If none of the users are hearing-impaired, press `Off`. Go to step 10.
 - If some or all of the users are hearing-impaired, press `On`.
- 9 Do one of the following:
 - If *all* the users are hearing-impaired, press `Permanent`.
 - If only *some* of the users are hearing-impaired, press `Temporary`.
- 10 Press **Stop/Exit**.

Automatic Daylight Saving Time

You can set the machine to change automatically for daylight saving time. It will reset itself forward one hour in the Spring and backward one hour in the Fall. Make sure you have set the correct date and time in the `Date&Time` setting.

The factory setting is `Off`, so you will have to turn on Automatic Daylight Saving Time as follows.

- 1 Press `MENU`.
- 2 Press `▲` or `▼` to display `General Setup`.
- 3 Press `General Setup`.
- 4 Press `▲` or `▼` to display `Auto Daylight`.
- 5 Press `Auto Daylight`.
- 6 Press `On` (or `Off`).
- 7 Press **Stop/Exit**.

Sleep Mode

You can choose how long the machine must be idle (from 1 to 60 minutes) before it goes into sleep mode. The timer will restart if any operation is carried out on the machine.

- 1 Press `MENU`.
- 2 Press `▲` or `▼` to display `General Setup`.
- 3 Press `General Setup`.
- 4 Press `▲` or `▼` to display `Sleep Mode`.
- 5 Press `Sleep Mode`.
- 6 Press `1 Min`, `2 Mins`, `3 Mins`, `5 Mins`, `10 Mins`, `30 Mins` or `60 Mins`.
- 7 Press **Stop/Exit**.

LCD screen

Setting the backlight brightness

You can adjust the brightness of the LCD backlight. If you are having difficulty reading the LCD, try changing the brightness setting.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display General Setup.
- 3 Press **General Setup**.
- 4 Press **▲** or **▼** to display LCD Settings.
- 5 Press **LCD Settings**.
- 6 Press **Backlight**.
- 7 Press **Light**, **Med** or **Dark**.
- 8 Press **Stop/Exit**.

Setting the Dim Timer for the backlight

You can set how long the LCD backlight stays on after you go back to the Ready screen.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display General Setup.
- 3 Press **General Setup**.
- 4 Press **▲** or **▼** to display LCD Settings.
- 5 Press **LCD Settings**.
- 6 Press **Dim Timer**.
- 7 Press **10 Secs**, **20 Secs**, **30 Secs** or **Off**.
- 8 Press **Stop/Exit**.

Memory Security

Memory Security lets you prevent unauthorized access to the machine. You will not be able to continue to schedule Delayed Faxes or Polling jobs. However, any pre-scheduled Delayed Faxes will be sent even if you turn on Memory Security, so they will not be lost.

While Memory Security is On, the following operations are available:

- Receiving faxes into memory (limited by memory capacity)
- Fax Forwarding (if Fax Forwarding was already On)
- Paging (if Paging was already On)
- Remote Retrieval (if Fax Storage was already On)

While Memory Security is On, the following operations are NOT available:

- Printing received faxes
- Sending faxes
- Copying
- PC printing
- Scanning
- PhotoCapture
- PC Fax Receive
- Operation from control panel

Note

- To print the faxes in memory, turn off Memory Security.
- You must turn off PC Fax Receive before you can turn on Memory Security.
- If you forget the Memory Security password, please call Brother Customer Service.

Setting and changing the memory security password



Note

If you have already set the password, you will not need to set it again.

Setting a password for the first time

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Miscellaneous**.
- 5 Press **Miscellaneous**.
- 6 Press **Mem Security**.
- 7 Enter a 4-digit number for the password using the buttons on the LCD. Press **OK**.
- 8 When the LCD shows **Verify:**, re-enter the password. Press **OK**.
- 9 Press **Stop/Exit**.

Changing your memory security password

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Miscellaneous**.
- 5 Press **Miscellaneous**.
- 6 Press **Mem Security**.
- 7 Press **Set Password**.
- 8 Enter the registered 4-digit number for the current password using the buttons on the LCD.
Press **OK**.
- 9 Enter a 4-digit number for a new password using the buttons on the LCD.
Press **OK**.
- 10 When the LCD shows **Verify:**, re-enter the new password using the buttons on the LCD.
Press **OK**.
- 11 Press **Stop/Exit**.

Turning the memory security on/off

Turning on the memory security lock

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to choose **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Miscellaneous**.
- 5 Press **Miscellaneous**.
- 6 Press **Mem Security**.
- 7 Press **Set Security**.
- 8 Enter the registered 4-digit password using the buttons on the LCD.
Press **OK**.
The machine goes offline and the LCD shows **Memory Security**.



Note

If there is a power failure the data will stay in memory for approximately 24 hours.

Turning off the memory security

- 1 Press **Unlock**.
- 2 Enter the registered 4-digit password using the buttons on the LCD.
Press **OK**.
Memory Security is automatically turned off.



Note

If you enter the wrong password, the LCD shows **Wrong Password** and stays offline. The machine will stay in Secure mode until the registered password is entered.



Fax

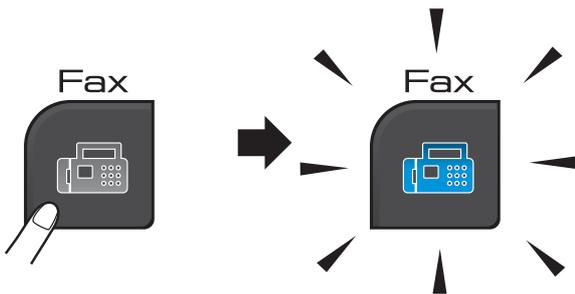
Sending a Fax	34
Receiving a Fax	44
Telephone Services and External devices	61
Dialing and storing numbers	73
Message Center	81
Printing Reports	88
Polling	90

5

Sending a Fax

Entering Fax mode

When the machine is idle, the time appears on the LCD. When you want to send a fax, or change fax send or receive settings, press the  (**Fax**) key to illuminate it in blue.



The LCD shows:



Press ◀ or ▶ to scroll through the **Fax** key options. Some functions are only available when sending black & white faxes.

- Fax Resolution (See page 39.)
- Contrast (See page 39.)
- Broadcasting (See page 37.)
- Preview (See page 36.)
- Delayed Fax (See page 41.)
- Batch TX (See page 41.)
- Real Time TX (See page 40.)
- Polled TX (See page 92.)
- Polling RX (See page 90.)
- Overseas Mode (See page 41.)
- Glass ScanSize (See page 35.)
- Set New Default (See page 42.)
- Factory Reset (See page 42.)

Press the option you want.

Faxing from the ADF

- 1 Press  (**Fax**).
- 2 Place the document **face down** in the ADF. (See *Using the ADF* on page 21.)
- 3 Enter the fax number using the dial pad. You can also enter the fax number by pressing **Speed Dial**. Press the number or name you want and then press **Send a fax**. (For details, see *How to Dial* on page 73.)



Note

You can preview a fax message before sending it by setting **Preview** to **On**. For details, see *How to preview an outgoing fax (Black & White only)* on page 36.

- 4 Press **Black Start** or **Color Start**.



Note

- To cancel, press **Stop/Exit**.
- If you send a black & white fax when the memory is full it will be sent in real time.

Faxing from the scanner glass

You can use the scanner glass to fax pages of a book one at a time. The document can be up to Letter or A4 size.

To send color faxes with multiple pages use the ADF.



Note

Since you can only scan one page at a time, it is easier to use the ADF if you are sending a multiple page document.

- 1 Press  (**Fax**).
- 2 Place your document *face down* on the scanner glass. (See *Using the scanner glass* on page 21.)
- 3 Enter the fax number using the dial pad or `Speed Dial`.



Note

You can preview a fax message before sending it if you have set `Preview` to `On`. For details, see *How to preview an outgoing fax (Black & White only)* on page 36.

- 4 Press **Black Start** or **Color Start**.
 - If you press **Black Start**, the machine starts scanning the first page. Go to step 5.
 - If you press **Color Start**, the machine starts sending the document.

- 5 When the LCD asks you `Next Page?`, do one of the following:
 - To send a single page, press `No` (or press **Black Start** again).

The machine starts sending the document.

- To send more than one page, press `Yes` and go to step 6.

- 6 Place the next page on the scanner glass. Press **Black Start** or **Color Start**. The machine starts scanning the page. (Repeat steps 5 and 6 for each additional page.)

5

Faxing A4 size documents from the scanner glass

When documents are A4 size, you need to set `Glass ScanSize` to `A4`. If you do not, the bottom portion of the faxes will be missing.

- 1 Press  (**Fax**).
- 2 Press `◀` or `▶` to display `Glass ScanSize`.
- 3 Press `Glass ScanSize`.
- 4 Press `A4`.



Note

You can save the setting you use most often by setting it as default. (See *Setting your changes as the new default* on page 42.)

Color fax transmission

Your machine can send a color fax to machines that support this feature.

Color faxes cannot be stored in the machine's memory. When you send a color fax, the machine will send it in real time (even if `Real Time TX` is set to `Off`).

How to preview an outgoing fax (Black & White only)

You can preview a fax message before you send it. You must set the Real Time Transmission and Polling RX to off before you use this feature. (See *Real Time Transmission* on page 40 and *Polling receive* on page 90.)



Note

To send a color fax do not use Preview.

- 1 Press  (**Fax**).
- 2 Press ◀ or ▶ to display *Preview*.
- 3 Press *Preview*.
- 4 Press *On*.
- 5 Load the document.
- 6 Enter the fax number using the dial pad. You can also enter the fax number by pressing *Speed Dial*. Then, press ▲ or ▼ to display the number you want, press the number to choose it, and then press *Send a fax*.
- 7 Press **Black Start**.
The machine starts scanning the document and the outgoing fax appears on the LCD.
When the fax is displayed, press **MENU** and the following buttons will appear on the LCD. Press the button you want to use to perform an operation.

Button	Description
	Enlarge the fax.
	Reduce the fax.
 or	Scroll vertically.
 or	Scroll horizontally.
	Rotate the fax clockwise.
	Go back to the previous page.
	Go to the next page.
	Close the preview table.

- 8 Press **Black Start**.



Note

The fax message in the memory will be sent and then erased when you press **Black Start**.

Canceling a fax in progress

If you want to cancel a fax while the machine is scanning, dialing or sending, press **Stop/Exit**.

Broadcasting (Black & White only)

Broadcasting is when the same fax message is automatically sent to more than one fax number. You can include Groups, Speed Dial numbers and up to 50 manually dialed numbers in the same broadcast.

After the broadcast is finished, a Broadcast Report will be printed.

- 1 Press  (**Fax**).
- 2 Load your document.
- 3 Press ◀ or ▶ to display **Broadcasting**.
- 4 Press **Broadcasting**.
- 5 You can add numbers to the broadcast in the following ways:
 - Press **Add Number** and enter a number using the buttons on the LCD.
Press **OK**.
 - Press **Speed Dial**. Press  to search by Alphabetical Order or Numerical Order. Press the locations where you want to send a fax.
Press **OK**.
- 6 After you have entered all the fax numbers by repeating step 5, press **OK**.
- 7 Press **Black Start**.

Note

- If you did not use up any of the numbers for Groups, you can 'broadcast' faxes to as many as 250 different numbers.
- The machine's available memory will vary depending on the types of jobs in the memory and the number of locations used for broadcasting. If you broadcast to the maximum numbers available, you will not be able to use dual access and delayed fax.
- If the **Out of Memory** message appears, press **Stop/Exit** to stop the job. If more than one page has been scanned, press **Black Start** to send the portion that is in the machine's memory.

Canceling a Broadcast in progress

- 1 Press **Stop/Exit**.
- 2 Do one of the following:
 - To cancel the entire broadcast, press **Entire Broadcast**. Go to step 3.
 - To cancel the current job, press the button that displays the number being dialed. Go to step 4.
 - To exit without canceling, press **Stop/Exit**.
- 3 When the LCD asks if you want to cancel the entire broadcast, do one of the following:
 - Press **Yes** to confirm.
 - To exit without canceling, press **No** or **Stop/Exit**.
- 4 Do one of the following:
 - To cancel the current job, press **Yes**.
 - To exit without canceling, press **No** or **Stop/Exit**.

Additional sending operations

Sending faxes using multiple settings

When you send a fax you can choose any combination of these settings: resolution, contrast, scan size, overseas mode, delayed fax timer, polling transmission and real time transmission.

- 1 Press  (**Fax**).
- 2 Press ◀ or ▶ to display a setting you want to change and press the setting, then press the option you want.
- 3 Repeat step 2 to change more settings.



Note

- Most settings are temporary and the machine returns to its default settings after you send a fax.
 - You can save some of the settings you use most often by setting them as default. These settings will stay until you change them again. (See *Setting your changes as the new default* on page 42.)
-

Contrast

If your document is very light or very dark, you may want to change the contrast. For most documents the factory setting `Auto` can be used. It automatically chooses a suitable contrast for your document.

Use `Light` when sending a light document.
Use `Dark` when sending a dark document.

- 1 Press  (**Fax**).
- 2 Press ◀ or ▶ to display `Contrast`.
- 3 Press `Contrast`.
- 4 Press `Auto`, `Light` or `Dark`.



Note

Even if you choose `Light` or `Dark`, the machine will send the fax using the `Auto` setting in any of the following conditions:

- When you send a color fax.
- When you choose `Photo` as the Fax Resolution.

Changing fax resolution

The quality of a fax can be improved by changing the fax resolution.

- 1 Press  (**Fax**).
- 2 Press ◀ or ▶ to display `Fax Resolution`.
- 3 Press `Fax Resolution`.
- 4 Press the resolution you want.



Note

You can choose four different resolution settings for black & white faxes and two for color faxes.

Black & White	
Standard	Suitable for most typed documents.
Fine	Good for small print and transmits a little slower than Standard resolution.
S.Fine	Good for small print or artwork and transmits slower than Fine resolution.
Photo	Use when the document has varying shades of gray or is a photograph. This has the slowest transmission.

Color	
Standard	Suitable for most typed documents.
Fine	Use when the document is a photograph. The transmission time is slower than Standard resolution.

If you choose `S.Fine` or `Photo` and then use the **Color Start** key to send a fax, the machine will send the fax using the `Fine` setting.

Dual Access (Black & White only)

You can dial a number and start scanning the fax into memory—even when the machine is sending from memory, receiving faxes or printing PC data. The LCD shows the new job number and available memory.

The number of pages you can scan into the memory will vary depending on the data that is printed on them.

Note

If the `Out of Memory` message appears while scanning a document, press **Stop/Exit** to cancel or **Black Start** to send the scanned pages.

Real Time Transmission

When you are sending a fax, the machine will scan the document into the memory before sending. Then, as soon as the telephone line is free, the machine will start dialing and sending it.

Sometimes, you may want to send an important document immediately, without waiting for memory transmission. You can turn on `Real Time TX`.

- 1 Press  (**Fax**).
- 2 Press ◀ or ▶ to display `Real Time TX`.
- 3 Press `Real Time TX`.
- 4 Press `On`.

Note

- If the memory is full and you are sending a black and white fax from the ADF, the machine will send the document in real time (even if `Real Time TX` is set to `Off`). Faxes from the scanner glass cannot be sent until you clear some of the memory.
 - In real time transmission, the automatic redial feature does not work when you are using the scanner glass.
-

Overseas Mode

If you are having difficulty sending a fax overseas due to possible interference on the telephone line, we recommend that you turn on the Overseas mode. After you send a fax using this feature, the feature will turn itself off.

- 1 Press  (Fax).
- 2 Load your document.
- 3 Press ◀ or ▶ to display Overseas Mode.
- 4 Press Overseas Mode.
- 5 Press On (or Off).

Delayed Faxing (Black & White only)

During the day you can store up to 50 faxes in the memory to be sent within 24-hours. These faxes will be sent at the time of day you enter in step 6.

- 1 Press  (Fax).
- 2 Load your document.
- 3 Press ◀ or ▶ to display Delayed Fax.
- 4 Press Delayed Fax.
- 5 Press On.
- 6 Enter the time you want the fax to be sent (in 24-hour format) using the buttons on the LCD.
(For example, enter 19:45 for 7:45 PM.)
Press OK.



Note

The number of pages you can scan into the memory depends on the amount of data that is printed on each page.

Delayed Batch Transmission (Black & White only)

Before sending the delayed faxes, your machine will help you economize by sorting all the faxes in the memory by destination and scheduled time. All delayed faxes that are scheduled to be sent at the same time to the same fax number will be sent as one fax to save transmission time.

- 1 Press  (Fax).
- 2 Press ◀ or ▶ to display Batch TX.
- 3 Press Batch TX.
- 4 Press On.
- 5 Press Stop/Exit.

Checking and canceling waiting jobs

You can check which jobs are still waiting in the memory to be sent and cancel a job. (If there are no jobs, the LCD shows No Jobs Waiting.)

- 1 Press MENU.
- 2 Press ▲ or ▼ to display Fax.
- 3 Press Fax.
- 4 Press ▲ or ▼ to display Remaining Jobs.
- 5 Press Remaining Jobs.
Any waiting jobs appear on the LCD.
- 6 Press ▲ or ▼ to scroll through the jobs and choose the job you want to cancel.
Press OK.

- 7 Do one of the following:
 - To cancel, press *Yes*.
If you want to cancel another job go to step 6.
 - To exit without canceling, press *No*.
- 8 When you have finished, press **Stop/Exit**.

Setting your changes as the new default

You can save the fax settings for *Fax Resolution*, *Contrast*, *Real Time TX*, *Glass ScanSize* and *Preview* you use most often by setting them as default. These settings will stay until you change them again.

- 1 Press  (**Fax**).
- 2 Press ◀ or ▶ to choose the setting you want to change, and then press the new option.
Repeat this step for each setting you want to change.
- 3 After changing the last setting, press ◀ or ▶ to display *Set New Default*.
- 4 Press *Set New Default*.
- 5 Press *Yes*.
- 6 Press **Stop/Exit**.

Restoring all fax settings to the factory settings

You can restore all the fax settings you have changed to the factory settings. These settings will stay until you change them again.

- 1 Press  (**Fax**).
- 2 Press ◀ or ▶ to display *Factory Reset*.
- 3 Press *Factory Reset*.
- 4 Press *Yes*.
- 5 Press **Stop/Exit**.

Sending a fax manually

Manual transmission lets you hear the dialing, ringing and fax-receiving tones while sending a fax.



Note

If you are sending a multiple page fax, use the ADF.

- 1 Press  (**Fax**).
- 2 Load your document.
- 3 To listen for a dial tone, press **Speaker Phone** on the machine or pick up the handset.
- 4 Dial the fax number using the dial pad. You can also enter the fax number on the LCD by pressing *Speed Dial* and *Send a fax*. (For details, see *How to Dial* on page 73.)
- 5 When you hear the fax tone, press **Black Start** or **Color Start**.
If you are sending from the scanner glass, press *Send* on the LCD to send the fax.
- 6 If you pick up the handset, replace it.

Sending a fax at the end of a conversation

At the end of a conversation you can send a fax to the other party before you both hang up.

- 1 Ask the other party to wait for fax tones (beeps) and then to press the **Start** or **Send** key before hanging up.
- 2 Load your document.
- 3 Press **Black Start** or **Color Start**.
 - If you are using the scanner glass, press **Send** to send the fax.
- 4 Replace the handset.

Out of Memory message

If you get an **Out of Memory** message while scanning the first page of a fax, press **Stop/Exit** to cancel the fax.

If you get an **Out of Memory** message while scanning a subsequent page, you will have the option to press **Black Start** or **Color Start** to send the pages scanned so far, or to press **Stop/Exit** to cancel the operation.



Note

If you get an **Out of Memory** message while faxing and you do not want to delete your stored faxes to clear the memory, you can send the fax in real time. (See *Real Time Transmission* on page 40.)

6

Receiving a Fax

Receive Modes

Choose the correct Receive Mode

The correct Receive mode is determined by the external devices and telephone subscriber services (Voice Mail, Distinctive Ring, etc.) you have (or will be using) on the same line as the Brother machine.

Will you be using a Distinctive Ring number for receiving faxes?

Brother uses the term “Distinctive Ring” but different telephone companies may have other names for this service such as Custom Ringing, RingMaster, Personalized Ring, Teen Ring, Ident-A-Ring, Ident-A-Call, Data Ident-A-Call, Smart Ring and SimpleBiz Fax & Alternate Number Ringing. (See *Distinctive Ring* on page 63 for instruction on setting up your machine using this feature.)

Will you be using Voice Mail on the same telephone line as your Brother machine?

If you have Voice Mail on the same telephone line as your Brother machine, there is a strong possibility that Voice Mail and the Brother machine will conflict with each other when receiving incoming calls. (See *Voice Mail* on page 62 for instructions on setting up your machine using this service.)

Will you be using the Built-in Message Center?

Your Brother machine has a built-in digital Message Center that allows you to store incoming voice or fax messages. (See *Setting up the Message Center* on page 81.)

Will you be using a Telephone Answering Device on the same telephone line as your Brother machine?

Your external telephone answering device (TAD) will automatically answer every call. Voice messages are stored on the external TAD and fax messages are printed. Choose *Manual* as your receive mode. (See *Connecting an external TAD (telephone answering device)* on page 66.)

Will you be using your Brother machine on a dedicated fax line?

Your machine automatically answers every call as a fax. Choose *Fax Only* as your receive mode. (See *Fax Only* on page 46.)

Will you be using your Brother machine on the same line as your telephone?

Do you want to receive voice calls and faxes automatically?

The *Fax/Tel* receive mode is used when sharing the Brother machine and your telephone on the same line. Choose *Fax/Tel* as your receive mode. (See *Fax/Tel* on page 46.)

Important Note: You cannot receive voice messages on either Voice Mail or an answering machine with the *Fax/Tel* mode.

Do you expect to receive very few faxes?

Choose *Manual* as your receive mode. You control the telephone line and must answer every call yourself. (See *Manual* on page 46.)

To set the receive mode follow the instructions below:

- 1 Press MENU.
- 2 Press ▲ or ▼ to display Initial Setup.
- 3 Press Initial Setup.
- 4 Press ▲ or ▼ to display Receive Mode.

**Note**

If the Receive Mode option is not displayed, make sure the Distinctive Ring feature is set to Off. (See *Turning off Distinctive Ring* on page 65.)

- 5 Press Receive Mode.
- 6 Press Fax Only, Fax/Tel or Manual.
- 7 Press **Stop/Exit**.
The LCD will show the current receive mode.

Using Receive Modes

Some receive modes answer automatically (*Fax Only* and *Fax/Tel*). You may want to change the ring delay before using these modes. (See *Ring Delay* on page 47.)

Fax Only

Fax Only mode will automatically answer every call as a fax call.

Fax/Tel

Fax/Tel mode helps you automatically manage incoming calls, by recognizing whether they are fax or voice calls and handling them in one of the following ways:

- Faxes will be automatically received.
- Voice calls will start the F/T Ring to tell you to pick up the line. The F/T Ring is a fast pseudo/double-ring made by your machine.

(Also see *F/T Ring Time (Fax/Tel mode only)* on page 47 and *Ring Delay* on page 47.)

Manual

Manual mode turns off all automatic answering functions unless you are using the Distinctive Ring feature or an external telephone answering device (TAD).

To receive a fax in manual mode, press **Speaker Phone** or lift the handset of the machine or an external telephone. When you hear fax tones (short repeating beeps), press **Black Start** or **Color Start** and choose *Receive*. You can also use the *Easy Receive* feature to receive faxes by lifting a handset on the same line as the machine.

(Also see *Easy Receive* on page 48.)

Message Center (MC)

Message Center (MC) helps you automatically manage incoming calls, by recognizing whether they are fax or voice calls and handling them in one of the following ways:

- Faxes will be automatically received.
- Voice callers can record a message.

To set up the Message Center mode see page 81.

	<p>If Message Center Mode is On, it will override your receive mode setting. The screen shows MC.</p>
	<p>If Message Center Mode is Off, the receive mode returns to your original setting. (See <i>Message Center mode</i> on page 81.)</p>

Receive mode settings

Ring Delay

The Ring Delay sets the number of times the machine rings before it answers in Fax Only, Fax/Tel or MC mode. If you have external or extension telephones on the same line as the machine, keep the ring delay setting of 4 rings.

(See *Using external and extension telephones* on page 70 and *Easy Receive* on page 48.)

If toll saver is On, then the ring delay setting has no effect. See *Setting toll saver* on page 86.

- 1 Press MENU.
- 2 Press ▲ or ▼ to display Fax.
- 3 Press Fax.
- 4 Press ▲ or ▼ to display Setup Receive.
- 5 Press Setup Receive.
- 6 Press ▲ or ▼ to display Ring Delay.
- 7 Press Ring Delay.
- 8 Press Ring Delay again.
- 9 Press the number of times the machine will ring before it answers (0, 1, 2, 3 or 4).
If you choose 0, the line will not ring at all.
- 10 Press **Stop/Exit**.

F/T Ring Time (Fax/Tel mode only)

When somebody calls your machine, you and your caller will hear the normal telephone ring sound. The number of rings is set by the ring delay setting.

If the call is a fax, then your machine will receive it; however, if it is a voice call the machine will sound the F/T Ring (a fast pseudo/double-ring) for the time you have set in the F/T Ring Time setting. If you hear the F/T Ring it means that you have a voice caller on the line.

Because the F/T Ring is made by the machine, extension and external telephones will *not* ring; however, you can still answer the call on any telephone. (For more information see *Using remote codes* on page 71.)

- 1 Press MENU.
- 2 Press ▲ or ▼ to display Fax.
- 3 Press Fax.
- 4 Press ▲ or ▼ to display Setup Receive.
- 5 Press Setup Receive.
- 6 Press ▲ or ▼ to display F/T Ring Time.
- 7 Press F/T Ring Time.
- 8 Press how long the machine will ring to alert you that you have a voice call (20, 30, 40 or 70 seconds).
- 9 Press **Stop/Exit**.



Note

Even if the caller hangs up during the pseudo/double-ringing, the machine will continue to ring for the set time.

Easy Receive

If Easy Receive is On:

The machine can receive a fax automatically, even if you answer the call. When you see *Receiving* on the LCD or hear a click on the phone line through the handset you are using, just replace the handset. Your machine will do the rest.

If Easy Receive is Semi:

The machine will only receive a fax call automatically if you answered it using the machine's handset or **Speaker Phone**. If you answered at an extension telephone press * 5 1. (See *Using external and extension telephones* on page 70.)

If Easy Receive is Off:

If you are at the machine and answer a call first by pressing **Speaker Phone** or lifting a handset, then press **Black Start** or **Color Start**, and then press *Receive* to receive.

If you answered at an extension telephone press * 5 1. (See *Using external and extension telephones* on page 70.)

Note

- If this feature is set to *On*, but your machine does not connect a fax call when you lift an extension or external telephone handset, press the fax receive code * 5 1.
 - If you send faxes from a computer on the same telephone line and the machine intercepts them, set Easy Receive to *Off*.
-

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display *Fax*.
- 3 Press *Fax*.
- 4 Press **▲** or **▼** to display *Setup Receive*.
- 5 Press *Setup Receive*.
- 6 Press **▲** or **▼** to display *Easy Receive*.
- 7 Press *Easy Receive*.
- 8 Press *On*, *Semi* (or *Off*).
- 9 Press **Stop/Exit**.

Memory Receive (Black & White only)

You can only use one Memory Receive operation at a time.

- Fax Forwarding
- Paging
- Fax Storage
- PC Fax Receive
- Off

You can change your selection at any time. If received faxes are still in the machine's memory when you change the memory receive operation, an LCD question will appear on the LCD. (See *Changing Memory Receive Operations* on page 53.)

Fax Forwarding

When you choose Fax Forwarding, your machine stores the received fax in the memory. The machine will then dial the fax number you have programmed and forward the fax message.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Setup Receive**.
- 5 Press **Setup Receive**.
- 6 Press **▲** or **▼** to display **Memory Receive**.
- 7 Press **Memory Receive**.
- 8 Press **Fax Forward**.
- 9 Enter the forwarding number (up to 20 digits) using the buttons on the LCD. Press **OK**.

- 10 Press **Backup Print:On** or **Backup Print:Off**.

! IMPORTANT

- If you choose **Backup Print:On**, the machine will also print the fax at your machine so you will have a copy. This is a safety feature in case there is a power failure before the fax is forwarded or a problem at the receiving machine. **Backup Print:On** feature does not work if **Fax Preview** is on.
- The machine can store faxes for approximately 24 hours if there is a power failure.
- When you receive a color fax, your machine prints the color fax at your machine but does not send the fax to the fax forwarding number you programmed.

- 11 Press **Stop/Exit**.

Paging

When you choose Paging, your machine dials the cell phone or pager number you have programmed. This activates your cell phone or pager so you will know that you have a fax message in the memory.

If you have set Paging, a backup copy of the received fax will automatically be printed at the machine.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Setup Receive**.
- 5 Press **Setup Receive**.
- 6 Press **▲** or **▼** to display **Memory Receive**.

- 7 Press **Memory Receive**.
- 8 Press **Paging**.
- 9 Enter your cell phone or pager phone number. For pager numbers enter **##** after the number. (You can enter up to 20 digits including the **##**.)
Press **OK**.

Do not include the area code if it is the same as that of your machine.
For example, press:
1 8 0 0 5 5 5 1 2 3 4 # #.

- 10 Do one of the following:
 - If you are programming your cell phone number and do not need to enter a PIN, press **OK**.
 - If your pager needs a PIN, enter the PIN, press **#**, press **Pause**, and then enter your fax number followed by **# #** using the buttons on the LCD.
Press **OK**.
For example, press:
1 2 3 4 5 # Pause 1 8 0 0 5 5 5 6 7 8 9 # #
 - If you do not need a PIN, press **Pause**, and then enter your fax number followed by **# #** using the buttons on the LCD.
Press **OK**.
For example, press:
Pause 1 8 0 0 5 5 5 6 7 8 9 # #
- 11 Press **Stop/Exit**.



Note

- You cannot change a paging number or PIN remotely.
- Paging does not work when you receive a color fax.
- If you want to be paged for voice messages, make sure you pressed the **Message Center** button on the control panel to turn the Message Center on.

Fax Storage

If you choose Fax Storage, your machine stores the received fax in the memory. You will be able to retrieve fax messages from another location using the remote retrieval commands.

If you have set Fax Storage, a backup copy will automatically be printed at the machine.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Setup Receive**.
- 5 Press **Setup Receive**.
- 6 Press **▲** or **▼** to display **Memory Receive**.
- 7 Press **Memory Receive**.
- 8 Press **Fax Storage**.
- 9 Press **Stop/Exit**.



Note

Color faxes cannot be stored in the memory. When you receive a color fax your machine prints the color fax at your machine.

PC Fax Receive (Windows® only)

If you turn on the PC-Fax Receive feature your machine will store received faxes in memory and send them to your PC automatically. You can then use your PC to view and store these faxes.

Even if you have turned off your PC (at night or on the weekend, for example), your machine will receive and store your faxes in its memory. The number of received faxes that are stored in the memory will appear on the LCD.

When you start your PC and the PC-FAX Receiving software runs, your machine transfers your faxes to your PC automatically.

To transfer the received faxes to your PC you must have the PC-FAX Receiving software running on your PC. (For details, see *PC-FAX receiving* in the *Software User's Guide* on the CD-ROM.)

If you choose `Backup Print:On` the machine will also print the fax.

- 1 Press `MENU`.
- 2 Press `▲` or `▼` to display `Fax`.
- 3 Press `Fax`.
- 4 Press `▲` or `▼` to display `Setup Receive`.
- 5 Press `Setup Receive`.
- 6 Press `▲` or `▼` to display `Memory Receive`.
- 7 Press `Memory Receive`.
- 8 Press `PC Fax Receive`.
- 9 Press `<USB>` or the PC you want to receive faxes.
- 10 Press `OK`.

- 11 Press `Backup Print:On` or `Backup Print:Off`.

- 12 Press **Stop/Exit**.



Note

- PC Fax Receive is not supported in the Mac OS.
- Before you can set up PC Fax Receive you must install the MFL-Pro Suite software on your PC. Make sure your PC is connected and turned on. (For details see *PC-FAX Receiving* in the *Software User's Guide* on the CD-ROM.)
- If you get an error message and the machine cannot print the faxes in memory, you can use this setting to transfer your faxes to your PC. (For details, see *Error and Maintenance messages* on page 151.)
- When you receive a color fax, your machine prints the color fax at your machine but does not send the fax to your PC.

! IMPORTANT

In the event of a power failure, the machine will store your faxes in the memory for approximately 24 hours. However, if you choose `Backup Print:On` the machine will print the fax before it is sent to the PC, so you will have a copy if there is a power failure.

Changing the destination PC

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Setup Receive**.
- 5 Press **Setup Receive**.
- 6 Press **▲** or **▼** to display **Memory Receive**.
- 7 Press **Memory Receive**.
- 8 Press **PC Fax Receive**.
- 9 Press **<USB>** or the PC you want to receive faxes.
Press **OK**.
- 10 Press **Backup Print:On** or **Backup Print:Off**.
- 11 Press **Stop/Exit**.

Turning off Memory Receive Operations

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Setup Receive**.
- 5 Press **Setup Receive**.
- 6 Press **▲** or **▼** to display **Memory Receive**.
- 7 Press **Memory Receive**.
- 8 Press **Off**.
- 9 Press **Stop/Exit**.



Note

The LCD will give you more options if there are received faxes still in your machine's memory. (See *Changing Memory Receive Operations* on page 53.)

Changing Memory Receive Operations

If received faxes remain in your machine's memory when you change the Memory Receive Operations, the LCD will ask you one of the following questions:

- Erase All Fax?
- Print All Fax?
 - If you press **Yes**, faxes in the memory will be erased or printed before the setting changes. If a backup copy has already been printed it will not be printed again.
 - If you press **No**, faxes in the memory will not be erased or printed and the setting will be unchanged.

If received faxes are left in the machine's memory when you change to PC Fax Receive from another option [Fax Forward, Paging or Fax Storage], press **▲** or **▼** to choose **<USB>** or the PC.

The LCD will ask you the following question:

- Send Fax to PC?
 - If you press **Yes**, faxes in the memory will be sent to your PC before the setting changes. You will be asked if you want to turn on Backup Print. (For detail, see *PC Fax Receive (Windows® only)* on page 51.)
 - If you press **No**, faxes in the memory will not be erased or transferred to your PC and the setting will be unchanged.

Fax Preview (Black & White only)

How to preview a received fax

You can view received faxes on the LCD by pressing the Fax Preview button on the LCD. When the machine is in Ready mode, a popup message will appear on the LCD to alert you of new faxes.

Setting Fax Preview

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Setup Receive**.
- 5 Press **Setup Receive**.
- 6 Press **▲** or **▼** to display **Fax Preview**.
- 7 Press **Fax Preview**.
- 8 Press **On (or Off)**.
- 9 Press **Yes**.
- 10 The LCD will tell you that any future faxes will not be printed as you receive them.
Press **Yes**.

11 Press **Stop/Exit**.

Note

- When Fax Preview is turned on your machine can only print the color faxes it receives. It cannot store them in memory.
- When Fax Preview is turned on a backup copy of received faxes will not be printed, even if you have set Backup Print On.
- Fax Preview is not available when Fax Forwarding or PC Fax Receive is turned on.

Using Fax Preview

When you receive a fax, you will see the pop-up message on the LCD. (For example: New Fax 02)

- 1 Press **Fax Preview**.
The LCD will display the new fax list.

Note

You can also see your old fax list by pressing the **Old Fax** tab on the LCD. Press the **New Fax** tab to go back to your new fax list.

- 2 Press **▲** or **▼** to display the fax number of the fax you want to see.
- 3 Press the fax you want to see.

Note

- If your fax is large there may be a delay before it is displayed on the LCD.
- The LCD will show the current page number and total pages of the fax message. When your fax message is over 99 pages the total number of pages will be shown as "XX".

When the fax is displayed, press **More**. The buttons will appear on the LCD and you can perform the operations shown below.

Button	Description
	Enlarge the fax.
	Reduce the fax.
 or 	Scroll vertically.
 or 	Scroll horizontally.
	Rotate the fax clockwise.
	Delete the fax. Press Yes to confirm.
	Go back to the previous page.
	Go to the next page.
	Go back to the fax list.
	Print the fax.
	Close the preview table.

- 4 Press **Stop/Exit**.

How to print a fax

- 1 Press **Fax Preview**.
- 2 Press the fax you want to view.
- 3 Press **More**.
- 4 Press  (**Print**).
 - If the fax is multiple pages, go to step 5.
 - If the fax is a single page it will start printing. Go to step 6.
- 5 Do one of the following:
 - Press **Print All Pages** to print all pages of the fax.
 - Press **Print Displayed Only** to print the displayed page.
 - Press **Print From Displayed** to print the displayed page to the last page.
- 6 Do one of the following:
 - To delete the fax, press **Yes**.
 - To keep the fax in the memory, press **No**.

How to print all faxes in the list

- 1 Press **Fax Preview**.
- 2 Press **More**.
- 3 Press **Print All**.
- 4 Press **Stop/Exit**.

How to delete all faxes in the list

- 1 Press **Fax Preview**.
- 2 Press **More**.
- 3 Press **Delete All**.
Press **Yes** to confirm.
- 4 Press **Stop/Exit**.

Turning off Fax Preview

- 1 Press **Fax Preview**.
- 2 Press **More**.
- 3 Press **Turn Off Fax Preview**.
- 4 Press **Yes** to confirm.
- 5 If there are faxes stored in the memory, do one of the following:
 - If you do not want to print the stored faxes, press **Continue**.
Press **Yes** to confirm. Your faxes will be deleted.
 - If you want to print all the stored faxes, press **Print all faxes**.
 - If you do not wish to turn off Fax Preview, press **Cancel**.
Press **Stop/Exit**.

Additional receiving operations

Printing a reduced incoming fax

If you choose **On**, the machine automatically reduces each page of an incoming fax to fit on one page of Letter, Legal or A4 size paper. The machine calculates the reduction ratio by using the page size of the fax and your Paper Size setting. (See *Paper Size* on page 24.)

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Setup Receive**.
- 5 Press **Setup Receive**.
- 6 Press **▲** or **▼** to display **Auto Reduction**.
- 7 Press **Auto Reduction**.
- 8 Press **On** (or **Off**).
- 9 Press **Stop/Exit**.

Receiving a fax at the end of a conversation

At the end of a conversation you can ask the other party to fax you information before you both hang up.

- 1 Ask the other party to place the document in their machine and to press the **Start** or **Send** key.
- 2 When you hear the other machine's CNG tones (slowly repeating beeps), press **Black Start** or **Color Start**.
- 3 Press **Receive** to receive the fax.
- 4 Replace the handset.

Receiving faxes into memory when the paper tray is empty

As soon as the paper tray becomes empty during fax reception, the LCD shows **No Paper Fed** and begins receiving faxes into the machine's memory. Put some paper in the paper tray. (See *Loading paper and other print media* on page 10.)

The machine will carry on receiving the fax, with the remaining pages being stored in memory, if enough memory is available.

Further incoming faxes will also be stored into memory until the memory is full. When the memory is full the machine will stop automatically answering calls. To print the faxes, put fresh paper in the tray.

Printing a fax from the memory

If you have chosen Paging or Fax Storage, you can still print a fax from the memory when you are at your machine. When a fax is displayed, press **More**. If you have chosen Fax Preview, see *Fax Preview (Black & White only)* on page 53.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Print Fax**.
- 5 Press **Print Fax**.
- 6 Press **Black Start**.
- 7 Press **Stop/Exit**.



Note

When you print a fax from the memory, the fax data will be erased. (For details about the Memory Receive options and the Fax Storage setting, see *Memory Receive (Black & White only)* on page 49 and *Fax Storage* on page 50.)

Remote Retrieval

You can call your machine from any touch tone telephone or fax machine, then use the remote access code and remote commands to retrieve fax messages.

Setting a Remote Access Code

The remote access code lets you access the remote retrieval features when you are away from your machine. Before you can use the remote access and retrieval features, you have to set up your own code. The factory default code is the inactive code (---*).

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Remote Access**.
- 5 Press **Remote Access**.
- 6 Enter a 3-digit code using numbers 0-9, *, or # by pressing the buttons on the LCD.
Press **OK**.
(The preset '*' cannot be changed.)



Note

Do not use the same code as your Fax Receive Code (* 5 1) or Telephone Answer Code (# 5 1). (See *Using external and extension telephones* on page 70.)

- 7 Press **Stop/Exit**.



Note

You can change your code at any time by entering a new one. If you want to make your code inactive, press **Clear** in step 6 to restore the inactive setting (---*) and press **OK**.

Using your Remote Access Code

- 1 Dial your fax number from a touch tone telephone or another fax machine.
- 2 When your machine answers, enter your remote access code (3 digits followed by *) at once.
- 3 The machine signals if it has received messages:
 - **1 long beep — Fax messages**
 - **2 long beeps — Voice messages**
 - **3 long beeps — Fax & Voice messages**
 - **No beeps — No messages**
- 4 When the machine gives two short beeps, enter a command.
The machine will hang up if you wait longer than 30 seconds to enter a command.
The machine will beep three times if you enter an invalid command.
- 5 Press **9 0** to stop Remote Access when you have finished.
- 6 Hang up.



Note

If your machine is set to `Manual` mode and you want to use the remote retrieval features, wait for about 100 seconds after it starts ringing, and then enter the remote access code within 30 seconds.

Remote Fax commands

Follow the commands below to access features when you are away from the machine. When you call the machine and enter your remote access code (3 digits followed by *), the system will give two short beeps and you must enter a remote command.

Remote commands		Operation details	
91	Playing Voice messages	After one long beep, the machine plays the ICM.	
	1 Repeat or Skip Backward	Press 1 while listening to an ICM to repeat it. If you press 1 before a message, you will hear the previous message.	
	2 Skip Forward	While playing the ICM, you can skip to the next message.	
	9 STOP Playing	Stop playing the ICM.	
93	Erase all ICM	If you hear one long beep, the erase is accepted. If you hear three short beeps, you cannot erase the messages because all voice messages have not been played, or there are no voice messages to erase. *This code erases all recorded messages, not one at a time.	
94	Play and Record OGM in Memory		
	1 Play	1 Msg Ctr OGM	The machine plays the selected OGM. You can stop playing the OGM by pressing 9 .
		2 F/T OGM	
	2 Record	1 Msg Ctr OGM	After one long beep, you can record the selected OGM. You will hear the message played once. You can stop recording the message by pressing 9 .
2 F/T OGM			
95	Change the Fax Forwarding, Paging or Fax Storage settings		
	1 OFF		You can choose OFF after you have retrieved or erased all your messages.
	2 Fax Forwarding		One long beep means the change is accepted. If you hear three short beeps, you cannot change it because something has not been set up (for example, a Fax Forwarding or Paging number has not been registered). You can register your Fax Forwarding number by entering 4. (See <i>Changing your Fax Forwarding number</i> on page 60.) Once you have registered the number, Fax Forwarding will work.
	3 Paging		
	4 Fax Forwarding number		
	6 Fax Storage		
96	Retrieve a fax		
	2 Retrieve all faxes		Enter the number of a remote fax machine to receive stored fax messages. (See <i>Retrieving fax messages</i> on page 60.)
	3 Erase faxes from the memory		If you hear one long beep, fax messages have been erased from the memory.
97	Check the receiving status		
	1 Fax		You can check whether your machine has received any faxes or voice messages. If yes, you will hear one long beep. If no, you will hear three short beeps.
	2 Voice		

Remote commands		Operation details
98	Change the Receive Mode	
	1 Msg Ctr	If you hear one long beep, your change has been accepted.
	2 Fax/Tel	
3 Fax Only		
90	Exit	Pressing 9 0 allows you to exit remote retrieval. Wait for the long beep, then replace the handset.

Retrieving fax messages

You can call your machine from any touch tone telephone and have your fax messages sent to a machine. Before you use this feature, you have to turn on Fax Storage.

- 1 Dial your fax number.
- 2 When your machine answers, enter your remote access code (3 digits followed by *) at once. If you hear one long beep, you have messages.
- 3 When you hear two short beeps, press **9 6 2**.
- 4 Wait for the long beep, enter the number (up to 20 digits) of the remote fax machine you want your fax messages sent to using the dial pad, then enter **# #**.



Note

You cannot use * and # as dial numbers. However, press # if you want to create a pause.

- 5 Hang up after you hear your machine beep. Your machine will call the other fax machine, which will then print your fax messages.

Changing your Fax Forwarding number

You can change the default setting of your fax forwarding number from another touch tone telephone or fax machine.

- 1 Dial your fax number.
- 2 When your machine answers, enter your remote access code (3 digits followed by *) at once. If you hear one long beep, you have messages.
- 3 When you hear two short beeps, press **9 5 4**.
- 4 Wait for the long beep, enter the new number (up to 20 digits) of the remote fax machine you want your fax messages forwarded to using the dial pad, then enter **# #**.



Note

You cannot use * and # as dial numbers. However, press # if you want to create a pause.

- 5 Press **9 0** to stop Remote Access when you have finished.
- 6 Hang up after you hear your machine beep.

Voice operations

Voice calls can be made either with the handset, the speaker phone, or an external telephone, by dialing manually, or by using Quick Dial numbers.

Making a telephone call

- 1 Do one of the following:
 - Pick up the handset.
 - Press **Speaker Phone**.
- 2 When you hear the dial tone, enter a number using the dial pad or pressing the **Speed Dial**.
- 3 If you pressed **Speaker Phone** speak clearly toward the microphone .
- 4 To hang up, do one of the following:
 - Replace the handset.
 - Press **Speaker Phone**.

Answering calls with the Speaker Phone

When the machine rings, instead of lifting the handset, press **Speaker Phone** on the machine. Speak clearly toward the microphone . To end the call, press **Speaker Phone**.



Note

If you have a bad connection, your caller might hear your voice echoed during the call. If you experience this problem, pick up the handset, or hang up and try the call again.

Hold

- 1 Press **Hold** to put a call on Hold. You can replace the handset without disconnecting the call.
- 2 Pick up the machine's handset or press **Speaker Phone** to release the call from Hold.



Note

You can pick up an extension telephone and continue speaking without releasing the call from Hold on the machine.

Tone or Pulse (Canada only)

If you have a Pulse dialing service, but need to send Tone signals (for example, for telephone banking), follow the instructions below:

- 1 Pick up the handset or press **Speaker Phone**.
- 2 Press **#** on the machine's control panel. Any digits dialed after this will send Tone signals.

When you hang up, the machine will return to the Pulse dialing service.

Fax/Tel mode

When the machine is in Fax/Tel mode, it will use the F/T Ring (pseudo/double-ringing) to alert you to pick up a voice call.

If you are at the extension telephone, you'll need to lift the handset during the F/T Ring and then press **# 5 1** between the pseudo/double rings. If no one is on the line, or if someone wants to send you a fax, send the call back to the machine by pressing *** 5 1**.

If you are at the machine, you can lift the handset or press **Speaker Phone** to answer.

Telephone services

Your machine supports the Caller ID and Distinctive Ring subscriber telephone services that some telephone companies offer.

Features like Voice Mail, Call Waiting, Call Waiting/Caller ID, RingMaster, answering services, alarm systems or other custom features on one telephone line may create problems with the operation of your machine. If you have Voice Mail on your telephone line, please read the following carefully.

Voice Mail

If you have Voice Mail on the same telephone line as your Brother machine, Voice Mail and the Brother machine will conflict with each other when receiving incoming calls.

For example, if your Voice Mail is set to answer after 4 rings and your Brother machine is set to answer after 2 rings, then your Brother machine will answer first. This will prevent callers from being able to leave a message in your Voice Mail.

Similarly, if your Brother machine is set to answer after 4 rings and your Voice Mail is set to answer after 2 rings, then your Voice Mail will answer first. This will prevent your Brother machine from being able to receive an incoming fax, since Voice Mail cannot transfer the incoming fax back to the Brother machine.

To avoid conflicts between your Brother machine and your voice mail service, do one of the following:

Get the Distinctive Ring service from your telephone company. Distinctive Ring is a feature of your Brother machine that allows a person with one line to receive fax and voice calls through two different phone numbers on that one line. Brother uses the term 'Distinctive Ring,' but telephone companies market the service under a variety of names, such as Custom Ringing, Personalized Ring, Smart Ring, RingMaster, Ident-A-Ring, Ident-A-Call, Data Ident-A-Call, Teen Ring, and SimpleBiz Fax & Alternate Number Ringing. This service establishes a second telephone number on the same line as your existing telephone number, and each number has its own ring pattern. Typically, the original number rings with the standard ring pattern and is used for receiving voice calls, and the second number rings with a different ring pattern and is used for receiving faxes. (See *Distinctive Ring* on page 63.)

OR

Set your Brother machine's Receive Mode to "Manual." Manual Mode requires that you answer every incoming call if you want to be able to receive a fax. If the incoming call is a telephone call, then complete the call as you normally would. If you hear fax sending tones you must transfer the call to the Brother machine. (See *Using external and extension telephones* on page 70.) Unanswered fax and voice calls will go to your Voice Mail. (To set the machine in **MANUAL** Mode, see *Choose the correct Receive Mode* on page 44.)

Distinctive Ring

Distinctive Ring is a function of your Brother machine that allows a person with one line to receive fax and voice calls through two different phone numbers on that one line. Brother uses the term "Distinctive Ring," but telephone companies market the service under a variety of names, such as Smart Ring, Ring Master or Ident-a-Ring. This service establishes a second telephone number on the same line as your existing telephone number, and each number has its own ring pattern. Typically, the original number rings with the standard ring pattern and is used for receiving voice calls, and the second number rings with a different ring pattern and is used for receiving faxes.



Note

- You must pay for your telephone company's Distinctive Ring service before you program the machine to work with it.
- Please call your telephone company for availability and rates.

What does your telephone company's 'Distinctive Ring' do?

Your telephone company's Distinctive Ring service allows you to have more than one number on the same telephone line. **If you need more than one telephone number, it is cheaper than paying for an extra line.** Each telephone number has its own distinctive ring pattern, so you will know which telephone number is ringing. This is one way you can have a separate telephone number for your machine.

What does Brother's 'Distinctive Ring' do?

The Brother machine has a Distinctive Ring feature that allows you to use your machine to take full advantage of the telephone company's Distinctive Ring service. The new telephone number on your line can just receive faxes.

Do you have Voice Mail?

If you have Voice Mail on the telephone line that you will install your new machine on, *there is a strong possibility that Voice Mail and the machine will conflict with each other while receiving incoming calls. However, the Distinctive Ring feature allows you to use more than one number on your line, so both Voice Mail and the machine can work together without any problems.* If each one has a separate telephone number, neither will interfere with the other's operations.

If you decide to get the Distinctive Ring service from the telephone company, you will need to follow the directions on next page to 'register' the new Distinctive Ring pattern they give you. This is so your machine can recognize its incoming calls.



Note

You can change or cancel the Distinctive Ring pattern at any time. You can switch it off temporarily, and turn it back on later. When you get a new fax number, make sure you reset this feature.

Before you choose the ring pattern to register

You can only register one Distinctive Ring pattern with the machine. Some ring patterns cannot be registered. The ring patterns below are supported by your Brother machine. Register the one your telephone company gives you.

Ring Pattern	Rings	
1	long-long	
2	short-long-short	
3	short-short-long	
4	very long (normal pattern)	



Note

Ring Pattern #1 is often called Short-Short and is the most commonly used.

If the ring pattern you received is not on this chart, **please call your telephone company and ask for one that is shown.**

- The machine will only answer calls to its registered number.
- The first two rings are silent on the machine. This is because the fax must 'listen' to the ring pattern (to compare it to the pattern that was 'registered'). (Other telephones on the same line will ring.)
- If you program the machine properly, it will recognize the registered ring pattern of the 'fax number' within 2 ring patterns and then answer with a fax tone. When the 'voice number' is called, the machine will not answer.

Registering the Distinctive Ring pattern

Very Important!

After you have set the Distinctive Ring feature to On, your Distinctive Ring number will receive faxes automatically. The receive mode is automatically set to **Manual** and you cannot change it to another receive mode while Distinctive Ring is set to On. This ensures the Brother machine will only answer the Distinctive Ring number and not interfere when your main telephone number is called.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Miscellaneous**.
- 5 Press **▲** or **▼** to display **Distinctive**.
- 6 Press **Distinctive**.

- 7 Press **Set**.
- 8 Press the stored ring pattern you want to use.
Press **OK**.

(You will hear each pattern as you scroll through the four patterns. Make sure you choose the pattern that the telephone company gave you.)

- 9 Press **Stop/Exit**.
Distinctive Ring is now set to On.

Turning off Distinctive Ring

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Miscellaneous**.
- 5 Press **Miscellaneous**.
- 6 Press **Distinctive**.
- 7 Press **Off**.
- 8 Press **Stop/Exit**.



Note

If you turn off Distinctive Ring, the machine will stay in **Manual** receive mode. You will need to set the **Receive Mode** again. (See *Choose the correct Receive Mode* on page 44.)

Caller ID

The Caller ID feature lets you use the Caller ID subscriber service offered by many local telephone companies. Call your telephone company for details. This service shows the telephone number, or name if it is available, of your caller as the line rings.

After a few rings, the LCD shows the telephone number of your caller (and name, if available). Once you answer a call, the Caller ID information disappears from the LCD, but the call information stays stored in the Caller ID memory.

You can view the list or choose one of the numbers to fax to, add to Speed Dial or delete from the history. (See *Caller ID history* on page 74.)

- You can see the first 20 characters of the number (or name).
- The **# Unavailable** message means the call originated outside your Caller ID service area.
- The **Private Call** message means the caller has intentionally blocked transmission of information.

You can print a list of the Caller ID information received by your machine. (See *How to print a report* on page 89.)



Note

- This feature may not be available in certain areas of the USA and Canada.
- The Caller ID service varies with different carriers. Call your local telephone company to find out about the kind of service available in your area.

Setting up your area code (USA only)

When returning calls from the caller ID history your machine will automatically dial “1” plus the area code for all calls. If your local dialing plan requires that the “1” not be used for calls within your area code enter your area code in this setting. With the area code setting, calls returned from the caller ID history to your area code will be dialed using 10 digits (area code + 7-digit number). If your dialing plan does not follow the standard 1 + area code + 7-digit number dialing system for calling outside your area code, you may experience problems returning calls automatically from the caller ID history. If this is not the procedure followed by your dialing plan, you will not be able to return calls automatically.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Miscellaneous**.
- 5 Press **Miscellaneous**.
- 6 Press **Area Code**.
- 7 Enter your Area Code (3-digit number) using the buttons on the LCD, and press **OK**.
- 8 Press **Stop/Exit**.

Connecting an external TAD (telephone answering device)

You may choose to connect an external answering device. However, when you have an **external** TAD on the same telephone line as the machine, the TAD answers all calls and the machine ‘listens’ for fax calling (CNG) tones. If it hears them, the machine takes over the call and receives the fax. If it does not hear CNG tones, the machine lets the TAD continue playing your outgoing message so your caller can leave you a voice message.

The TAD must answer within four rings (the recommended setting is two rings). The machine cannot hear CNG tones until the TAD has answered the call, and with four rings there are only 8 to 10 seconds of CNG tones left for the fax ‘handshake’. Make sure you carefully follow the instructions in this guide for recording your outgoing message. We do not recommend using the toll saver feature on your external answering machine if it exceeds five rings.



Note

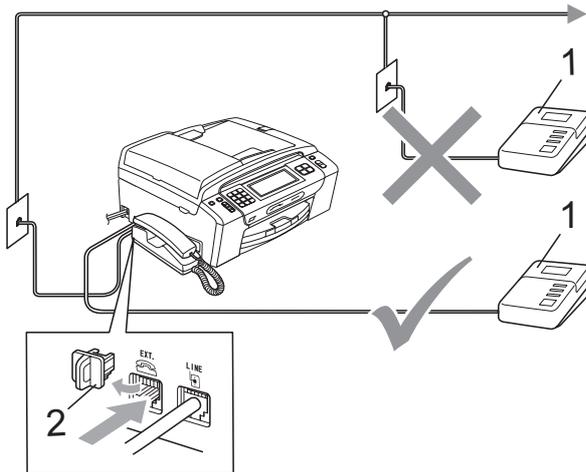
- If you do not receive all your faxes, shorten the Ring Delay setting on your external TAD.

- **If You Subscribe to your Telephone company's Distinctive Ring Service:**

You may connect an external TAD to a separate wall jack only if you subscribe to your telephone company's Distinctive Ring service, have registered the distinctive ring pattern on your machine, and use that number as a fax number. The recommended setting is at least four rings on the external TAD when you have the telephone company's Distinctive Ring Service. You cannot use the Toll Saver setting.

- **If You Do Not Subscribe to Distinctive Ring Service:**

You must plug your TAD into the EXT. jack of your machine. If your TAD is plugged into a wall jack, both your machine and the TAD will try to control the telephone line. (See the illustration below.)



1 TAD

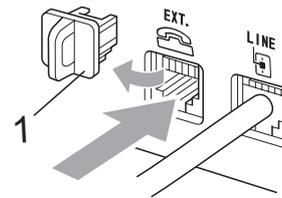
2 Protective Cap

When the TAD answers a call, the LCD shows `Ext. Tel in Use`.

Connections

The external TAD must be plugged into the jack labeled EXT. Your machine cannot work properly if you plug the TAD into a wall jack (unless you are using Distinctive Ring).

- 1 Plug the telephone line cord from the telephone wall jack into the jack labeled LINE.
- 2 Remove the protective cap (1) from the jack labeled EXT, and then plug the telephone line cord from the external TAD into the EXT. jack. (Make sure this cord is connected to the TAD at the TAD's telephone line jack, and not its handset jack.)



1 Protective Cap

- 3 Set your external TAD to four rings or less. (The machine's Ring Delay setting does not apply.)
- 4 Record the outgoing message on your external TAD.
- 5 Set the TAD to answer calls.
- 6 Set the Receive Mode to `Manual` with `Easy Receive` turned on. (See *Choose the correct Receive Mode* on page 44.)

Recording outgoing message (OGM) on an external TAD

Timing is important in recording this message. The message sets up the ways to handle both manual and automatic fax reception.

- 1 Record 5 seconds of silence at the beginning of your message. (This allows your machine time to listen for the fax CNG tones of automatic transmissions before they stop.)
- 2 Limit your speaking to 20 seconds.
- 3 End your 20-second message by giving your Fax Receive Code for people sending manual faxes. For example: 'After the beep, leave a message or send a fax by pressing * 5 1 and **Start**.'



Note

We recommend beginning your OGM with an initial 5-second silence because the machine cannot hear fax tones over a resonant or loud voice. You may try omitting this pause, but if your machine has trouble receiving, then you must re-record the OGM to include it.

Special line considerations

Roll over telephone lines

A roll over telephone system is a group of two or more separate telephone lines that pass incoming calls to each other if they are busy. The calls are usually passed down or 'rolled over' to the next available telephone line in a preset order.

Your machine can work in a roll over system as long as it is the last number in the sequence, so the call cannot roll away. Do not put the machine on any of the other numbers; when the other lines are busy and a second fax call is received, the fax call will be sent to a line that does not have a fax machine. **Your machine will work best on a dedicated line.**

Two-line telephone system

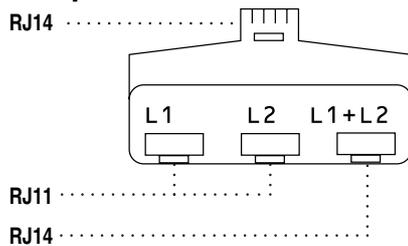
A two-line telephone system is nothing more than two separate telephone numbers on the same wall outlet. The two telephone numbers can be on separate jacks (RJ11) or mixed into one jack (RJ14). Your machine must be plugged into an RJ11 jack. RJ11 and RJ14 jacks may be equal in size and appearance and both may contain four wires (black, red, green, yellow). To test the type of jack, plug in a two-line telephone and see if it can access both lines. If it can, you must separate the line for your machine. (See page 48.)

Converting telephone wall outlets

There are three ways to convert to an RJ11 jack. The first two ways may require help from the telephone company. You can change the wall outlets from one RJ14 jack to two RJ11 jacks. Or you can have an RJ11 wall outlet installed and slave or jump one of the telephone numbers to it.

The third way is the easiest: Buy a triplex adapter. You can plug a triplex adapter into an RJ14 outlet. It separates the wires into two separate RJ11 jacks (Line 1, Line 2) and a third RJ14 jack (Lines 1 and 2). If your machine is on Line 1, plug the machine into L1 of the triplex adapter. If your machine is on Line 2, plug it into L2 of the triple adapter.

Triplex Adapter

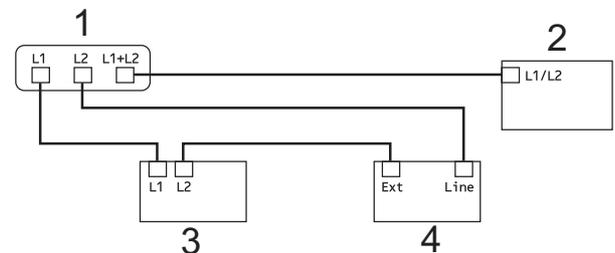


Installing machine, external two-line TAD and two-line telephone

When you are installing an external two-line telephone answering device (TAD) and a two-line telephone, your machine must be isolated on one line at both the wall jack and at the TAD. The most common connection is to put the machine on Line 2, which is explained in the following steps. The back of the two-line TAD must have two telephone jacks: one labeled L1 or L1/L2, and the other labeled L2. You will need at least three telephone line cords, the one that came with your machine and two for your external two-line TAD. You will need a fourth line cord if you add a two-line telephone.

- 1 Put the two-line TAD and the two-line telephone next to your machine.
- 2 Plug one end of the telephone line cord for your machine into the L2 jack of the triplex adapter. Plug the other end into the LINE jack on the back of the machine.
- 3 Plug one end of the first telephone line cord for your TAD into the L1 jack of the triplex adapter. Plug the other end into the L1 or L1/L2 jack of the two-line TAD.

- 4 Plug one end of the second telephone line cord for your TAD into the L2 jack of the two-line TAD. Plug the other end into the EXT. jack on the left side of the machine.



- 1 Triplex Adapter
- 2 Two Line Telephone
- 3 External Two Line TAD
- 4 Machine

You can keep two-line telephones on other wall outlets as always. There are two ways to add a two-line telephone to the machine's wall outlet. You can plug the telephone line cord from the two-line telephone into the L1+L2 jack of the triplex adapter. Or you can plug the two-line telephone into the TEL jack of the two-line TAD.

Multi-line connections (PBX)

We suggest you ask the company who installed your PBX to connect your machine. If you have a multi line system we suggest you ask the installer to connect the unit to the last line on the system. This prevents the machine being activated each time the system receives telephone calls. If all incoming calls will be answered by a switchboard operator we recommend that you set the Receive Mode to *Manual*.

We cannot guarantee that your machine will operate properly under all circumstances when connected to a PBX. Any difficulties with sending or receiving faxes should be reported first to the company who handles your PBX.

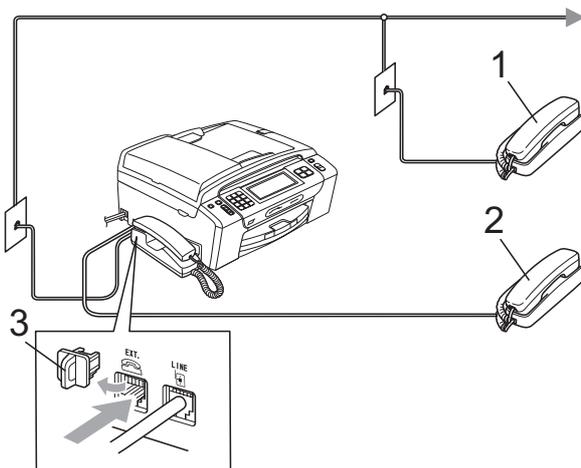
External and extension telephones

Connecting an external or extension telephone

You can connect a separate telephone directly to your machine as shown in the diagram below.

Connect the telephone line cord to the jack labeled EXT.

Before you connect an external telephone, remove the protective cap (3) from the EXT. jack on the machine.



- 1 Extension telephone
- 2 External telephone
- 3 Protective Cap

When you are using an external or extension telephone, the LCD shows `Ext. Tel in Use.`

Using external and extension telephones

Using extension telephones

If you answer a fax call on an extension telephone, you can make your machine receive the fax by pressing the Fax Receive Code * **5 1**.

If the machine answers a voice call and pseudo/double-rings for you to take over, use the Telephone Answer Code # **5 1** to take the call at an extension telephone. (See *F/T Ring Time (Fax/Tel mode only)* on page 47.)

Using an external telephone (connected to the EXT. jack of the machine)

If you answer a fax call at the external telephone connected to the EXT jack of the machine, you can make the machine receive the fax by pressing **Speaker Phone** followed by **Black Start**, and then pressing *Receive*.

If you answer a call and no one is on the line:

You should assume that you're receiving a manual fax.

Press * **5 1** and wait for the chirp or until the LCD shows *Receiving*, and then hang up.

Note

You can also use the Easy Receive feature to make your machine automatically take the call. (See *Easy Receive* on page 48.)

Using a non-Brother cordless external telephone

If your non-Brother cordless telephone is connected to the EXT. jack of the machine and you typically carry the cordless handset elsewhere, it is easier to answer calls during the Ring Delay.

If you let the machine answer first, you will have to go to the machine so you can press **Speaker Phone** to send the call to the cordless handset.

Using remote codes

Fax Receive code

If you answer a fax call on an extension or external telephone, you can tell your machine to receive it by dialing the Fax Receive Code * **5 1**. Wait for the chirping sounds then replace the handset. (See *Easy Receive* on page 48.)

If you answer a fax call at the machine's handset, you can make the machine receive the fax by pressing **Black Start** and choosing *Receive*.

If you answer a fax call at an external telephone connected to the EXT. jack of the machine, you can make the machine receive the fax by pressing **Speaker Phone**, followed by **Black Start**, and then pressing *Receive*.

Telephone Answer Code

If you receive a voice call and the machine is in Fax/Tel mode, it will start to sound the F/T Ring (a fast pseudo/double-ring) after the initial ring delay. If you pick up the call on an extension telephone you can turn the F/T Ring off by pressing **# 5 1** (make sure you press this *between* the rings).

If the machine answers a voice call and pseudo/double-rings for you to take over, you can take the call at the machine's handset by pressing **Speaker Phone**.

Changing the remote codes

The preset Fax Receive Code is * **5 1**. The preset Telephone Answer Code is **# 5 1**. If you want to, you can replace them with your own codes.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display *Fax*.
- 3 Press *Fax*.
- 4 Press **▲** or **▼** to display *Setup Receive*.
- 5 Press *Setup Receive*.
- 6 Press **▲** or **▼** to display *Remote Codes*.
- 7 Press *Remote Codes*.
- 8 Press **On** (or **Off**).
- 9 Do one of the following:
 - If you want to change the Fax Receive Code, enter the new code. Press **OK**, go to step 10.
 - If you do not want to change the Fax Receive Code, press **OK**, go to step 10.

- 10** Do one of the following:
- If you want to change the Telephone Answer Code, enter the new code.
Press **OK**, go to step **11**.
 - If you do not want to change the Telephone Answer Code, press **OK**, go to step **11**.
- 11** Press **Stop/Exit**.



Note

- If you are always disconnected when accessing your external TAD remotely, try changing the Fax Receive Code and Telephone Answer Code to another 3-digit code (such as **###** and **999**).
 - Remote Codes might not work with some telephone systems.
-

How to Dial

Manual dialing

Press all of the digits of the fax or telephone number using the dial pad.



Speed Dialing

- 1 Press **Speed Dial**.
- 2 Press the number you want to call. You can also choose the number by alphabetical order by pressing  on LCD.
- 3 Do one of the following:
 - Press **Send a fax** and go to step 4.
 - Press **Make a phone call**. The machine will start dialing.
- 4 Press **Black Start** or **Color Start**.

Note

If the LCD shows **Not Registered** when you enter or search a Speed Dial number, a number has not been stored at this location.

Fax Redial

If you are sending a fax manually and the line is busy, press **Redial**, and then press **Black Start** or **Color Start** to try again. If you want to make a second call to a number you recently dialed, you can press **Redial** and choose one of the last 30 numbers from the **Outgoing Call List**.

Redial only works if you dialed from the control panel. *If you are sending a fax automatically* and the line is busy, the machine will automatically redial once after five minutes.

- 1 Press **Redial**.
- 2 Press the number you want to redial.
- 3 Press **Send a fax**.
- 4 Press **Black Start** or **Color Start**.



Note

In Real Time Transmission the automatic redial feature does not work when you are using the scanner glass.

Outgoing Call

The last 30 numbers you called or sent a fax to will be stored in the outgoing call history. You can choose one of these numbers to telephone, to fax to, add to Speed Dial or delete from the history.

- 1 Press **Redial**.
You can also press `Call History`.
- 2 Press `Outgoing Call` tab.
- 3 Press the number you want.
- 4 Do one of the following:
 - To make a telephone call, press `Make a phone call`.
 - To send a fax, press `Send a fax`.
Press **Black Start** or **Color Start**.
 - If you want to store the number, press `More` and then press `Add to Speed Dial`.
(See *Storing Speed Dial numbers from Outgoing Calls* on page 76.)
 - If you want to delete the number from the Outgoing Call history list, press `More` and then press `Delete`.
Press `Yes` to confirm.
- 5 Press **Stop/Exit**.

Caller ID history

This feature requires the Caller ID subscriber service offered by many local telephone companies. (See *Caller ID* on page 65.)

The number, or name if available, from the last 30 faxes and telephone calls you received will be stored in the Caller ID history. You can view the list or choose one of these numbers to telephone, to fax to, add to Speed Dial or delete from the history. When the thirty-first call comes in to the machine, it replaces information about the first call.

- 1 Press `Call History`.
- 2 Press `Caller ID hist.`
- 3 Press the number or the name you want to call.
- 4 Do one of the following:
 - To make a telephone call, press `Make a phone call`.
 - To send a fax, press `Send a fax`.
Press **Black Start** or **Color Start**.
 - If you want to store the number, press `More` and then press `Add to Speed Dial`.
(See *Storing Speed Dial numbers from the Caller ID history* on page 76.)
 - If you want to delete the number from the Caller ID history list, press `More` and then press `Delete`.
Press `Yes` to confirm.
- 5 Press **Stop/Exit**.



Note

- (USA only) If you redial from the Caller ID history outside your area code, you must set up your AREA CODE in advance. (See *Setting up your area code (USA only)* on page 66.)
- You can print the Caller ID List. (See *How to print a report* on page 89.)

Storing numbers

You can set up your machine to do the following types of easy dialing: Speed Dial and Groups for broadcasting faxes. When you dial a Quick Dial number, the LCD shows the name, if you stored it, or the number.



Note

If you lose electrical power, the Quick Dial numbers that are in the memory will not be lost.

Storing a pause

Press **Pause** to put a 3.5-second pause between numbers. If you are dialing overseas, you can press **Pause** as many times as needed to increase the length of the pause.

Storing Speed Dial numbers

You can store up to 100 2-digit Speed Dial locations with a name, and each name can have two numbers (**Fax/Tel1:** and **Fax/Tel2:**). When you dial you will only have to press a few keys. (For example: Press **Speed Dial**, the number you want to make a call and **Make a phone call**.)

- 1 Press **Speed Dial**.
- 2 Press **More**.
- 3 Press **Set Speed Dial**.
- 4 Do one of the following:
 - Enter the name (up to 16 characters) using the buttons on the LCD.
Press **OK**.
(To help you enter letters, see *Entering Text* on page 195.)
 - To store the number without a name, press **OK**.

- 5 Enter the first fax or telephone number (up to 20 digits) using the buttons on the LCD.
Press **OK**.
- 6 Do one of the following:
 - Enter the second fax or telephone number (up to 20 digits) using the buttons on the LCD.
Press **OK**.
 - If you do not want to store a second number, press **OK**.
- 7 To choose where the number will be stored, do one of the following:
 - To accept the displayed next available Speed Dial location, press **OK**.
 - To enter a different Speed Dial location, press a 2-digit number using the buttons on the LCD.
Press **OK**.



Note

If the 2-digit Speed Dial location you choose is already taken, the **OK** button on the LCD will not work. Choose a different location.

- 8 When the LCD displays your settings, press **OK** to confirm.
- 9 Do one of the following:
 - To store another Speed Dial number, go to step 2.
 - To finish storing numbers, press **Stop/Exit**.

Storing Speed Dial numbers from Outgoing Calls

You can store Speed Dial numbers from the Outgoing Call history.

- 1 Press **Redial**.
You can also choose the number by pressing `Call History`.
- 2 Press `Outgoing Call`.
- 3 Press the name or number you want to store.
- 4 Press `More`.
- 5 Press `Add to Speed Dial`.
- 6 Do one of the following:
 - Enter the name (up to 16 characters) using the buttons on the LCD.
Press `OK`.
(To help you enter letters, see *Entering Text* on page 195.)
 - To store the number without a name, press `OK`.
- 7 Press `OK` to confirm the fax or telephone number you want to store.
- 8 Do one of the following:
 - Enter the second fax or telephone number (up to 20 digits) using the buttons on the LCD.
Press `OK`.
 - If you do not want to store a second number, press `OK`.

- 9 To choose where the number will be stored, do one of the following:
 - To accept the displayed next available Speed Dial location, press `OK`.
 - To enter a different Speed Dial location, press a 2-digit number using the buttons on the LCD.
Press `OK`.



Note

If the 2-digit Speed Dial location you choose is already taken, the `OK` button on the LCD will not work. Choose a different location.

- 10 When the LCD displays your settings, press `OK` to confirm.
- 11 Press **Stop/Exit**.

Storing Speed Dial numbers from the Caller ID history

If you have the Caller ID subscriber service from your telephone company you can also store Speed Dial numbers from incoming calls in the Caller ID History. (See *Caller ID* on page 65.)

- 1 Press `Call History`.
- 2 Press `Caller ID hist.`
- 3 Press the name or number you want to store.
- 4 Press `More`.
- 5 Press `Add to Speed Dial`.

- 6 Do one of the following:
 - Enter the name (up to 16 characters) using the buttons on the LCD.
Press **OK**.
(To help you enter letters, see *Entering Text* on page 195.)
 - To store the number without a name, press **OK**.
- 7 Press **OK** to confirm the fax or telephone number you want to store.
- 8 Do one of the following:
 - Enter a second fax or telephone number (up to 20 digits) using the buttons on the LCD.
Press **OK**.
 - If you do not want to store a second number, press **OK**.
- 9 To choose where the number will be stored, do one of the following:
 - To accept the displayed next available Speed Dial location, press **OK**.
 - To enter a different Speed Dial location, press a 2-digit number using the buttons on the LCD.
Press **OK**.

**Note**

If the 2-digit Speed Dial location you choose is already taken, the **OK** button on the LCD will not work. Choose a different location.

- 10 When the LCD displays your settings, press **OK** to confirm.
- 11 Press **Stop/Exit**.

Changing Speed Dial names or numbers

You can change or delete a Speed Dial name or number that has already been stored.

- 1 Press **Speed Dial**.
- 2 Press **More**.
- 3 Do one of the following:
 - Press **Change** to edit the names or numbers.
 - Press **Delete** to delete all information in a Speed Dial location.
Press the number you want to delete.
Press **OK**. Press **Yes** to confirm.
Go to step 8.
- 4 Press the number you want to change.
- 5 Press **Name :**, **Fax/Tel1 :** or **Fax/Tel2 :**.
- 6 Do one of the following:
 - If you chose **Name :**, enter the name (up to 16 characters) using the buttons on the LCD.
(See *Entering Text* on page 195.)
Press **OK**.
 - If you chose **Fax/Tel1 :** or **Fax/Tel2 :**, enter the new number (up to 20 digits) using the buttons on the LCD.
Press **OK**.

**Note**

How to change the stored name or number:

If you want to change a character, press ◀ or ▶ to position the cursor under the character you want to change, and then press . Re-enter the character.

- 7 Do one of the following:
 - To change more details, go to step 6.
 - To change another Speed Dial location, press OK and repeat steps 2 to 6.
 - If you are finished making changes, press OK.
- 8 Press **Stop/Exit**.

Setting up groups for broadcasting

Groups, which can be stored on a Speed Dial location, allow you to send the same fax message to many fax numbers by pressing only a *Speed Dial*, the 2-digit location, *Send a fax* and **Black Start**. First, you'll need to store each fax number in a Speed-Dial location. Then you can include them as numbers in the Group. Each Group uses up a Speed Dial location. You can have up to six Groups, or you can assign up to 198 numbers in a large Group if you have 2 numbers in each location.

(See *Storing Speed Dial numbers* on page 75 and *Broadcasting (Black & White only)* on page 37.)

- 1 Press *Speed Dial*.
- 2 Press *More*.
- 3 Press *Setup Groups*.
- 4 Enter the Group name (up to 16 characters) using the buttons on the LCD.
Press OK.
- 5 When the LCD displays the next available Group number, press OK to confirm.
This Group number and name will automatically be assigned to the next available Speed Dial location.

- 6 Add Speed Dial numbers to the Group by pressing them to display a red checkmark. Press OK.
If you want to list the numbers by alphabetical order, press .
- 7 When the LCD displays the Group Name and numbers, press OK to confirm.
- 8 Do one of the following:
 - To store another Group for broadcasting, repeat steps 2 to 7.
 - To finish storing Groups for broadcasting, press **Stop/Exit**.



Note

You can print a list of all the Speed Dial numbers. Group numbers will be marked in the GROUP column. (See *Reports* on page 89.)

Changing a Group name

- 1 Press *Speed Dial*.
- 2 Press *More*.
- 3 Press *Change*.
- 4 Press ▲ or ▼ to display the Group you want to change.
- 5 Press the Group.
- 6 Press *Name :*.

- 7 Enter the new name (up to 16 characters) using the buttons on the LCD.
Press **OK**.
(See *Entering Text* on page 195. For example, type NEW CLIENTS.)



Note

How to change the stored name or number:

If you want to change a character, press ◀ or ▶ to position the cursor under the character you want to change, and then press . Re-enter the character.

- 8 Press **OK**.
- 9 Press **Stop/Exit**.

Deleting a Group

- 1 Press **Speed Dial**.
- 2 Press **More**.
- 3 Press **Delete**.
- 4 Press ▲ or ▼ to display the Group you want to delete.
- 5 Press the Group.
- 6 Press **OK**.
- 7 Press **Yes** to confirm.
- 8 Press **Stop/Exit**.

Deleting a number from a Group

- 1 Press **Speed Dial**.
- 2 Press **More**.
- 3 Press **Change**.
- 4 Press ▲ or ▼ to display the Group you want to change.
- 5 Press the Group.
- 6 Press **Add/Delete**.
- 7 Press ▲ or ▼ to display the number you want to delete from the Group.
- 8 Press the check box of the number you want to delete to uncheck it.
Press **OK** to confirm.
- 9 Press **OK**.
- 10 Press **Stop/Exit**.

Dialing Access codes and credit card numbers

Sometimes you may want to choose from several long distance carriers when you make a call. Rates may vary depending on the time and destination. To take advantage of low rates, you can store the access codes of long-distance carriers and credit card numbers as Speed Dial numbers. You can store these long dialing sequences by dividing them and setting them up as separate Speed Dial numbers in any combination. You can even include manual dialing using the dial pad. (See *Storing Speed Dial numbers* on page 75.)

For example, you might have stored '555' on Speed Dial: 03 and '7000' on Speed Dial: 02. You can use them both to dial '555-7000' if you press the following keys:

- 1 Press Speed Dial.
- 2 Press #03.
- 3 Press Send a fax or Make a phone call.
- 4 Press Speed Dial.
- 5 Press #02.
- 6 Do one of the following:
 - To make a telephone call, press Make a phone call.
 - To send a fax, press Send a fax. Go to step 7.
- 7 Press **Black Start** or **Color Start**. You will dial '555-7000'.

To temporarily change a number, you can substitute part of the number with manual dialing using the dial pad. For example, to change the number to 555-7001 you could press Speed Dial, choose #03, press Send a fax or Make a phone call, and then press **7001** using the dial pad.



Note

If you must wait for another dial tone or signal at any point in the dialing sequence, create a pause in the number by pressing **Pause**. Each key press adds a 3.5-second delay.

Message Center mode

The Message Center feature will store up to 99 incoming messages. Messages are stored in the order in which they are received.

Voice messages can be up to 3 minutes in length, and can also be picked up remotely (see *Using your Remote Access Code* on page 58). The number of messages you can store will depend on how much memory is being used by other features (for example, delayed and stored faxes).

In the event of a power failure your machine will retain messages that are in the memory for approximately 24 hours.

Setting up the Message Center

Recording the Message Center outgoing message (Msg Ctr OGM) is the first step you need to follow before you can use the Message Center.

To enter Message Center mode, follow the steps below:

- 1 Record your Message Center OGM (Msg Ctr OGM). (See *Outgoing message (OGM)* on page 81.)
- 2 Press  to activate the Message Center.

Outgoing message (OGM)

Recording your OGM

You can record the following two different types of OGM:

- Msg Ctr OGM

This message will be played when a call is received. The caller will be able to leave a voice or fax message.

- F/T OGM

This message is played when a call is received and your machine is set to Fax/Tel mode. The caller will not be able to leave a message. See *Fax/Tel OGM (Announcement)* on page 82.

Your OGM must be less than 20 seconds long.

- 1 Press MENU.
- 2 Press ▲ or ▼ to display Fax.
- 3 Press Fax.
- 4 Press ▲ or ▼ to display Setup Msg Ctr.
- 5 Press Setup Msg Ctr.
- 6 Press OGM.
The LCD prompts you to choose an OGM.
- 7 Press either Msg Ctr OGM or F/T OGM.



Note

If callers tell you they cannot leave a message on your machine, make sure you have chosen Msg Ctr OGM (not F/T OGM).

- 8 Press Record OGM.

- 9 Pick up the handset, record your message, and replace the handset when finished.
The Message Center will play your OGM back to you.
- 10 Press **Stop/Exit**.

Listening to your OGM

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Setup Msg Ctr**.
- 5 Press **Setup Msg Ctr**.
- 6 Press **OGM**.
- 7 Press **Msg Ctr OGM** or **F/T OGM**.
- 8 Press **Playing OGM**.
Adjust the volume by pressing  or .
- 9 Press **Stop/Exit**.

Erasing your OGM

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Setup Msg Ctr**.
- 5 Press **Setup Msg Ctr**.
- 6 Press **OGM**.
- 7 Press **Msg Ctr OGM** or **F/T OGM**.
- 8 Press **Erase OGM**.

- 9 Do one of the following:
 - Press **Yes** to erase the OGM.
 - Press **No** to exit without erasing.
- 10 Press **Stop/Exit**.

Fax/Tel OGM (Announcement)

If your machine is in Fax/Tel Receive mode, your Brother machine will play this message to callers. Unlike the MC OGM, the caller *will not* be able to leave a message.

To record your Fax/Tel OGM follow the instructions on *Outgoing message (OGM)* on page 81 and choose **F/T OGM** (not **Msg Ctr OGM**).

If you need to review the steps for setting up the Fax/Tel receive mode, see *Receive Modes* on page 44.

Activating Message Center mode

When the  light glows, Message Center mode is active. Press  to enter MC mode.

Managing your messages

Message indicator

The  light on the control panel blinks if there are any new messages or unplayed recorded conversations stored in the Message Center. Press this button to start playing your new messages.

The LCD displays the total number of voice and fax messages stored in the Message Center memory.

Fax messages are only stored when Fax Storage or Fax Preview is turned on. See *Memory Receive (Black & White only)* on page 49.

Playing incoming messages individually

Incoming messages can be played individually. The LCD shows the list of incoming messages with the phone number of the caller, and the time and date the message was recorded.

Follow the steps below to listen to your voice messages:

- 1 Press  on the LCD.
- 2 Press ICM.
- 3 Press ▲ or ▼ to display the message you want to listen to.
- 4 Press the message you want to listen to. The following commands are available when playing messages:

	Erases the current message.
 or 	Adjusts the volume.

- 5 Press **Stop/Exit**.

Playing all incoming messages

All messages are played in the order they were recorded. The LCD shows the number of the current message, the total number of messages, and the time and date the message was recorded.

Follow the steps below to listen to your voice messages:

- 1 Press  on the LCD.
- 2 Press ICM.
- 3 Press **Play All**. The following commands are available when playing messages:

	Repeats a message.
	Skips to the next message.
 or 	Adjusts the volume.
	Erases the current message.

- 4 Press **Stop/Exit**.

Erasing incoming messages

To erase incoming messages individually

- 1 Press  on the LCD.
- 2 Press ICM.
- 3 Press ▲ or ▼ to display the message you want to delete.
- 4 Press the message you want to delete.
- 5 Press Erase while playing the message.
- 6 Press Yes to confirm.
- 7 Press **Stop/Exit**.

To erase all of your messages

- 1 Press  on the LCD.
- 2 Press ICM.
- 3 Press Erase All.
- 4 The LCD will ask you if you want to delete all messages.
Press Yes.
- 5 Press **Stop/Exit**.

Recording a conversation

You can record a telephone conversation during the conversation. Your recording can be as long as the incoming message maximum time (up to 3 minutes). (See *Setting the maximum time for incoming messages* on page 86.) The other party will hear an intermittent beeping while recording.

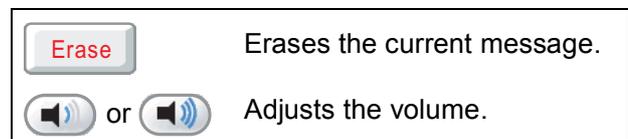
- 1 Press Record during the conversation.
- 2 Press **Stop/Exit** to stop recording.

Playing recorded conversations individually

Recorded conversations can be played individually. The LCD shows the list of recorded conversations with the phone number of the caller, and the time and date the message was recorded.

Follow the steps below to listen to your voice messages:

- 1 Press  on the LCD.
- 2 Press Recorded Calls.
- 3 Press ▲ or ▼ to display the conversation you want to listen to.
- 4 Press the conversation you want to listen to.
The following commands are available when playing messages:



- 5 Press **Stop/Exit**.

Playing all recorded conversations

All recorded conversations are played in the order they were recorded. The LCD the total number of recorded calls and the time and date each call was recorded.

Follow the steps below to listen to all the recorded calls:

- 1 Press  on the LCD.
- 2 Press **Recorded Calls**.
- 3 Press **Play All**.
The following commands are available when playing messages:

	Repeats a conversation.
	Skips to the next conversation.
 or 	Adjusts the volume.
	Erases the current conversation.

- 4 Press **Stop/Exit**.

Erasing recorded conversations

To erase recorded conversations individually

- 1 Press  on the LCD.
- 2 Press **Recorded Calls**.
- 3 Press **▲** or **▼** to display the recorded conversations you want to delete.
- 4 Press **Erase** while playing the conversations.
- 5 Press **Yes** to confirm.
- 6 Press **Stop/Exit**.

To erase all of your recorded conversations

- 1 Press  on the LCD.
- 2 Press **Recorded Calls**.
- 3 Press **Erase All**.
- 4 The LCD will ask you if you want to delete all recorded conversations. Press **Yes**.
- 5 Press **Stop/Exit**.

Additional Message Center operations

Setting the maximum time for incoming messages

Your machine's default setting will save incoming messages up to 30 seconds long. To change this setting follow the steps below:

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Setup Msg Ctr**.
- 5 Press **Setup Msg Ctr**.
- 6 Press **ICM Max.Time**.
- 7 Press the maximum time setting for incoming messages (30, 60, 120 or 180 seconds).
- 8 Press **Stop/Exit**.

Setting toll saver

When the toll saver feature is on, the machine will answer after two rings if you do have voice or fax messages, and after four rings if you do not have any messages.

This way, when you call your machine for remote retrieval, if it rings three times, you have no messages and can hang up to avoid a toll charge.

The toll saver feature is only available when Message Center mode is on. When toll saver is **On**, it overrides your ring delay setting.

If you are using Distinctive Ring, do not use the toll saver feature.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Setup Receive**.
- 5 Press **Setup Receive**.
- 6 Press **▲** or **▼** to display **Ring Delay**.
- 7 Press **Ring Delay**.
- 8 Press **Toll Saver**.
- 9 Press **On (or Off)**.
- 10 Press **Stop/Exit**.

ICM Recording Monitor

This feature lets you turn the speaker volume for voice messages **On** or **Off**. When you turn the monitor **Off**, you will not hear messages as they come in.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Setup Msg Ctr**.
- 5 Press **Setup Msg Ctr**.
- 6 Press **ICM Rec.Monitr**.
- 7 Press **Off** or **On**.
- 8 Press **Stop/Exit**.

Fax reports

You need to set up the Transmission Verification Report and Journal Period using the **MENU** button.

Transmission Verification Report

You can use the Transmission Verification Report as proof that you sent a fax. This report lists the receiving party's name or fax number, the time and date of transmission, duration of transmission, number of pages sent, and whether or not the transmission was successful.

There are several settings available for the Transmission Verification Report:

- **On:** Prints a report after every fax you send.
- **On+Image:** Prints a report after every fax you send. A portion of the fax's first page appears on the report.
- **Off:** Prints a report only if your fax is unsuccessful due to a transmission error. The report will also print if you send a color fax that the receiving machine prints in black and white. **Off** is the default setting.
- **Off+Image:** Prints a report only if your fax is unsuccessful due to a transmission error. The report will also print if your fax is successful, but you sent a color fax that the receiving machine printed in black and white. A portion of the fax's first page appears on the report.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.

- 4 Press **▲** or **▼** to display **Report Setting**.
- 5 Press **Report Setting**.
- 6 Press **Transmission**.
- 7 Press **On**, **On+Image**, **Off** or **Off+Image**.
- 8 Press **Stop/Exit**.



Note

- If you choose **On+Image** or **Off+Image** the image will only appear on the Transmission Verification Report if **Real Time Transmission** is set to **Off**. (See *Real Time Transmission* on page 40.)
- If your transmission is successful, **OK** will appear next to **RESULT** on the Transmission Verification Report. If transmission is not successful, **NG** will appear next to **RESULT**.

Fax Journal (activity report)

You can set the machine to print a journal at specific intervals (every 50 faxes, 6, 12 or 24 hours, 2 or 7 days). If you set the interval to **Off**, you can still print the report by following the steps in *How to print a report* on page 89. The factory setting is **Every 50 Faxes**.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display **Fax**.
- 3 Press **Fax**.
- 4 Press **▲** or **▼** to display **Report Setting**.
- 5 Press **Report Setting**.
- 6 Press **Journal Period**.

- 7 Press ◀ or ▶ to choose an interval. If you choose `Every 50 Faxes`, go to step 9.

■ `6, 12, 24 hours, 2 or 7 days`

The machine will print the report at the chosen time and then erase all jobs from its memory. If the machine's memory becomes full with 200 jobs before the time you chose has passed, the machine will print the Journal early and then erase all jobs from the memory. If you want an extra report before it is due to print, you can print it without erasing the jobs from the memory.

■ `Every 50 Faxes`

The machine will print the Journal when the machine has stored 50 jobs.

- 8 Enter the time to start printing in 24-hour format. Press `OK`.
(For example: enter `19:45` for 7:45 PM.)
(If you choose 7 days, the LCD will ask you to choose the first day for the 7-day countdown.)

- 9 Press **Stop/Exit**.

Reports

The following reports are available:

■ `Transmission`

Prints a Transmission Verification Report for your last transmission.

■ `Help List`

A help list showing how to program your machine.

■ `Quick Dial`

Lists names and numbers stored in the Speed Dial memory, in alphabetical or numerical order.

■ `Fax Journal`

Lists information about the last incoming and outgoing faxes. (TX: Transmit.) (RX: Receive.)

■ `User Settings`

Lists your settings.

■ `Network Config`

Lists your Network settings.

■ `Caller ID hist.`

Lists the available Caller ID information about the last 30 received faxes and telephone calls.

How to print a report

- 1 Press `MENU`.
- 2 Press ▲ or ▼ to display `Print Reports`.
- 3 Press `Print Reports`.
- 4 Press the report you want.
- 5 (Quick Dial only) Press `Alphabetical Order` or `Numerical Order`.
- 6 Press **Black Start**.
- 7 Press **Stop/Exit**.

Polling overview

Polling lets you set up your machine so other people can receive faxes from you, but they pay for the call. It also lets you call somebody else's fax machine and receive a fax from it, so you pay for the call. The polling feature needs to be set up on both machines for this to work. Not all fax machines support polling.

Polling receive

Polling receive lets you call another fax machine to receive a fax.

Setup to receive polling

- 1 Press  (**Fax**).
- 2 Press ◀ or ▶ to display **Polling RX**.
- 3 Press **Polling RX**.
- 4 Press **On** (or **Off**).
- 5 Enter the fax number you are polling using **Speed Dial** or the dial pad on the control panel.
- 6 Press **Black Start** or **Color Start**.
The LCD shows **Dialing**.

Sequential polling (Black & White only)

Sequential polling lets you request documents from several fax machines in one operation. Afterwards, a Sequential Polling Report will be printed.

- 1 Press  (**Fax**).
- 2 Press ◀ or ▶ to display **Polling RX**.
- 3 Press **Polling RX**.
- 4 Press **On** (or **Off**).
- 5 Press ◀ or ▶ to display **Broadcasting**.
- 6 Press **Broadcasting**.
- 7 Do one of the following:
 - Press **Add Number** and enter a number using the buttons on the LCD.
Press **OK**.
 - Press **Speed Dial**. Press  to choose **Alphabetical Order** or **Numerical Order**. Press ▲ or ▼ to select a number.
Press **OK**.
- 8 After you have entered all the fax numbers by repeating step 7, press **OK**.
- 9 Press **Black Start**.
The machine polls each number or Group number in turn for a document.

Canceling a Sequential Polling Job

- 1 Press **Stop/Exit**.
- 2 Do one of the following:
 - To cancel the entire sequential polling job, press **Entire Seq. Poll.**
Go to step 3.
 - To cancel the current job, press the button that displays the number being dialed.
Go to step 4.
 - To exit without canceling, press **Stop/Exit**.
- 3 When the LCD asks if you want to cancel the entire sequential polling job, do one of the following:
 - Press **Yes** to confirm.
 - To exit without canceling, press **No** or **Stop/Exit**.
- 4 Do one of the following:
 - To cancel the current job, press **Yes**.
 - To exit without canceling, press **No** or **Stop/Exit**.

Polled transmit (Black & White only)

Polled transmit lets you set up your machine to wait with a document so another fax machine can call and retrieve it.

The document will be stored and can be retrieved by any other fax machine until you delete it from the memory. (See *Checking and canceling waiting jobs* on page 41.)

Set up for polled transmit

- 1 Press  (Fax).
- 2 Load your document.
- 3 Press ◀ or ▶ to display Polled TX.
- 4 Press Polled TX.
- 5 Press On (or Off).
- 6 Press **Black Start**.
- 7 If you are using the scanner glass, the LCD will prompt you to choose one of the following options.
 - Press Yes to scan another page. Go to step 8.
 - Press No or **Black Start** to send the document.
- 8 Place the next page on the scanner glass and press **Black Start**. Repeat steps 7 and 8 for each additional page.
Your machine will automatically send the fax.



Copy

Making copies

94

12

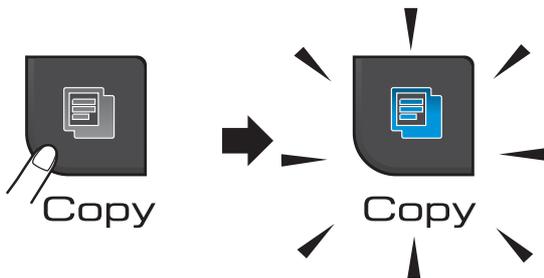
Making copies

How to copy

Entering Copy mode

When you want to make a copy, press

 (**Copy**) to illuminate it in blue.



The LCD shows:



1 No. of Copies

Press the number box directly and enter the number you want. Then press **OK**.

Also you can enter the number of copies by pressing **+** or **-** on the screen (as shown above) or by using the dial pad.

Press **◀** or **▶** to scroll through the copy options. Press the option that you want to set.

- **Quality** (See page 95.)
- **Enlarge/Reduce** (See page 96.)
- **Paper Type** (See page 99.)
- **Paper Size** (See page 99.)
- **Brightness** (See page 98.)
- **Contrast** (See page 98.)
- **Ink Save Mode** (See page 99.)
- **Stack/Sort** (See page 98.)

- **Page Layout** (See page 96.)
- **Book Copy** (See page 100.)
- **Watermark Copy** (See page 100.)
- **Favorite Settings** (See page 101.)

Press the option you want.

Note

- The default setting is Fax mode. You can change the amount of time that the machine stays in Copy mode after the last copy operation. (See *Mode Timer* on page 23.)
- **Book Copy, Watermark Copy and Ink Save Mode features are supported by technology from Reallusion, Inc.**



Making a single copy

- 1 Press  (**Copy**).
- 2 Load your document.
(See *Loading documents* on page 21.)
- 3 Press **Black Start** or **Color Start**.

Making multiple copies

You can make up to 99 copies in one print run.

- 1 Press  (**Copy**).
- 2 Load your document.
(See *Loading documents* on page 21.)
- 3 Enter the number of copies you want.
- 4 Press **Black Start** or **Color Start**.



Note

To sort the copies, press ◀ or ▶ to choose **Stack/Sort**. (See *Sorting copies using the ADF* on page 98.)

Stop copying

To stop copying, press **Stop/Exit**.

Copy settings

You can change the copy settings temporarily for the next copy.

These settings are temporary, and the machine returns to its default settings 1 minute after copying, unless you have set the **Mode Timer** to 30 seconds or less. (See *Mode Timer* on page 23.)

If you have finished choosing settings, press **Black Start** or **Color Start**.

If you want to choose more settings, press ◀ or ▶.



Note

You can save some of the settings that you use most often by setting them as a favorite (up to three can be saved). These settings will stay until you change them again. (See *Setting your favorites* on page 101.)

Changing copy quality

You can choose from a range of quality. The factory setting is **Normal**.

■ Fast

Fast copy speed and lowest amount of ink used. Use to save time printing documents to be proof-read, large documents or many copies.

Even if you set this option the copy speed will be slower with **Ink Save Mode**, **Book Copy** or **Watermark Copy** turned on.

■ Normal

Normal is the recommended mode for ordinary printouts. This produces good copy quality with good copy speed.

■ Best

Use best mode to copy precise images such as photographs. This provides the highest resolution and slowest speed.

- 1 Press  (**Copy**).
- 2 Load your document.
- 3 Enter the number of copies you want.
- 4 Press ◀ or ▶ to display **Quality**.
- 5 Press **Quality**.
- 6 Press **Fast**, **Normal** or **Best**.
- 7 If you do not want to change additional settings, press **Black Start** or **Color Start**.

Enlarging or reducing the image copied

You can choose an enlargement or reduction ratio. If you choose **Fit to Page**, your machine will adjust the size automatically to the paper size you set. If you want this setting, use the scanner glass.

- 1 Press  (**Copy**).
- 2 Load your document.
- 3 Enter the number of copies you want.
- 4 Press ◀ or ▶ to display **Enlarge/Reduce**.
- 5 Press **Enlarge/Reduce**.
- 6 Press **100%**, **Enlarge**, **Reduce**, **Fit to Page** or **Custom(25-400%)**.
- 7 Do one of the following:
 - If you chose **Enlarge** or **Reduce**, press the enlargement or reduction ratio you want.
 - If you chose **Custom(25-400%)**, enter an enlargement or reduction ratio from 25% to 400%.
Press **OK**.
 - If you chose **100%** or **Fit to Page**, go to step 8.

100%
198% 4"x6" → A4
186% 4"x6" → LTR
104% EXE → LTR
97% LTR → A4
93% A4 → LTR
83% LGL → A4
78% LGL → LTR
46% LTR → 4"x6"
Fit to Page
Custom(25-400%)

- 8 If you do not want to change additional settings, press **Black Start** or **Color Start**.



Note

- Page Layout is not available with Enlarge/Reduce.
- Page Layout, Sort, Book Copy and Watermark Copy are not available with Fit to Page.
- Fit to Page does not work properly when the document on the scanner glass is skewed more than 3 degrees. Using the document guidelines on the left and top, place your document in the upper left hand corner, with the document face down on the scanner glass.

Making N in 1 copies or a poster (Page Layout)

The N in 1 copy feature can help you save paper by letting you copy two or four pages onto one printed page.

You can also produce a poster. When you use the poster feature your machine divides your document into sections, then enlarges the sections so you can assemble them into a poster. If you want to print a poster, use the scanner glass.



Note

Watermark Copy, Book Copy, Sort, Ink Save Mode and Enlarge/Reduce are not available with Page Layout.

! IMPORTANT

- Make sure the paper size is set to Letter or A4.
- You cannot use the Enlarge/Reduce setting with the N in 1 and Poster features.
- If you are producing multiple color copies, N in 1 copy is not available.
- You can only make one poster copy at a time.
- (P) means Portrait and (L) means Landscape.

- 1 Press (Copy).
- 2 Load your document.
- 3 Enter the number of copies you want.
- 4 Press ◀ or ▶ to display Page Layout.
- 5 Press Page Layout.
- 6 Press ◀ or ▶ to display Off(1in1), 2in1(P), 2in1(L), 4in1(P), 4in1(L) or Poster (3 x 3).
- 7 Press the setting of your choice.
- 8 If you do not want to change additional settings, press **Black Start** or **Color Start** to scan the page. If you placed the document in the ADF or are making a poster, the machine scans the pages and starts printing. **If you are using the scanner glass, go to step 9.**
- 9 After the machine scans the page, press Yes to scan the next page.

- 10 Place the next page on the scanner glass. Press **Black Start** or **Color Start**. Repeat steps 9 and 10 for each page of the layout.

- 11 After all the pages have been scanned, press No to finish.



Note

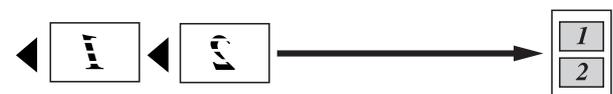
If photo paper has been chosen in the Paper Type setting for N in 1 copies, the machine will print the images as if Plain paper had been chosen.

Place the document face down in the direction shown below:

■ 2 in 1 (P)



■ 2 in 1 (L)



■ 4 in 1 (P)

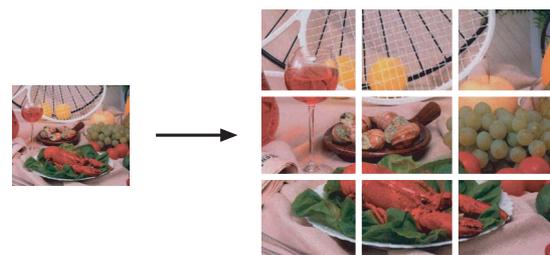


■ 4 in 1 (L)



■ **Poster (3 x 3)**

You can make a poster size copy of a photograph.



Sorting copies using the ADF

You can sort multiple copies. Pages will be stacked in the order 321, 321, 321, and so on.

- 1 Press  (**Copy**).
- 2 Load your document.
- 3 Enter the number of copies you want.
- 4 Press ◀ or ▶ to display *Stack/Sort*.
- 5 Press *Stack/Sort*.
- 6 Press *Sort*.
- 7 If you do not want to change additional settings, press **Black Start** or **Color Start**.



Note

Fit to Page, *Page Layout* and *Book Copy* are not available with *Sort*.

Adjusting Brightness and Contrast

Brightness

You can adjust the copy brightness to make copies darker or lighter.

- 1 Press  (**Copy**).
- 2 Load your document.
- 3 Enter the number of copies you want.
- 4 Press ◀ or ▶ to display *Brightness*.
- 5 Press *Brightness*.
- 6 Press ◀ to make a darker copy or press ▶ to make a lighter copy.
Press **OK**.

- 7 If you do not want to change additional settings, press **Black Start** or **Color Start**.

Contrast

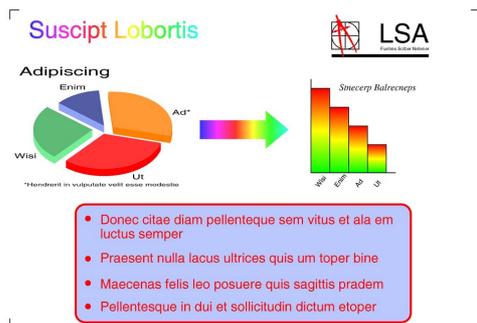
You can adjust the copy contrast to help an image look sharper and more vivid.

- 1 Press  (**Copy**).
- 2 Load your document.
- 3 Enter the number of copies you want.
- 4 Press ◀ or ▶ to display *Contrast*.
- 5 Press *Contrast*.
- 6 Press ▶ to increase the contrast or press ◀ to decrease the contrast.
Press **OK**.
- 7 If you do not want to change additional settings, press **Black Start** or **Color Start**.

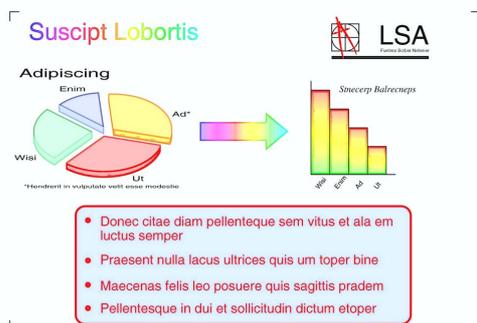
Ink Save Mode

Ink Save Mode can help you save some ink. Your machine detects the edges of the image and prints the outline of the image. The amount of ink saved will vary depending on the document.

Ink Save Mode: Off



Ink Save Mode: On



- 1 Press  (**Copy**).
- 2 Load your document.
- 3 Enter the number of copies you want.
- 4 Press ◀ or ▶ to display Ink Save Mode.
- 5 Press Ink Save Mode.
- 6 Press On (or Off).

- 7 If you do not want to change any additional settings, press **Black Start** or **Color Start**.

Note

- Watermark Copy, Book Copy or Page Layout are not available with Ink Save Mode.
- Ink Save Mode may make your printouts look different from your original document.

Paper Options

Paper Type

If you are copying on special paper, set the machine for the type of paper you are using to get the best print quality.

- 1 Press  (**Copy**).
- 2 Load your document.
- 3 Enter the number of copies you want.
- 4 Press ◀ or ▶ to display Paper Type.
- 5 Press Paper Type.
- 6 Press Plain Paper, Inkjet Paper, Brother BP71, Other Glossy or Transparency.
- 7 If you do not want to change additional settings, press **Black Start** or **Color Start**.

Paper Size

If copying on paper other than Letter size, you will need to change the paper size setting. You can copy only on Letter, Legal, A4, A5 or Photo 4 in. × 6 in. (10 cm × 15 cm) paper.

- 1 Press  (**Copy**).
- 2 Load your document.
- 3 Enter the number of copies you want.

- 4 Press ◀ or ▶ to display Paper Size.
- 5 Press Paper Size.
- 6 Press Letter, Legal, A4, A5 or 4"×6".
- 7 If you do not want to change additional settings, press **Black Start** or **Color Start**.

Book Copy

Book copy corrects dark borders and skew when copying from the scanner glass. Your machine can correct the data automatically or you can make specific corrections.

- 1 Press  (**Copy**).
- 2 Load your document.
- 3 Enter the number of copies you want.
- 4 Press ◀ or ▶ to display Book Copy.
- 5 Press Book Copy.
- 6 Do one of the following:
 - If you want to correct the data yourself, press On (Preview). Press **Black Start** or **Color Start** and go to step 7.
 - If you want the machine to correct the data automatically, press On and go to step 8.
- 7 Adjust the skewed data using  or . Remove the shadows by using ◀ or ▶.
- 8 If you have finished making corrections, press **Black Start** or **Color Start**.



Note

Page Layout, Sort, Ink Save Mode, Fit to Page and Watermark Copy are not available with Book Copy.

Watermark Copy

You can place a logo or text into your document as a Watermark. You can select one of the template watermarks, data from your media cards or USB Flash memory drive, or scanned data.



Note

Fit to Page, Page Layout, Ink Save Mode and Book Copy are not available with Watermark Copy.

- 1 Press  (**Copy**).
- 2 Press ◀ or ▶ to display Watermark Copy.
- 3 Press Watermark Copy.
- 4 Press Use Watermark. Do one of the following:
 - If you want to use a template from the machine, press Edit Template and go to step 5.
 - If you want to use your own data as a watermark, press Use Image and go to step 6.
- 5 Press Text and choose the data you want to use, CONFIDENTIAL, DRAFT or COPY. Press OK. Change other watermark settings from the available options as needed. Press OK. Go to step 7.

- 6 Do one of the following:
- If you want to use a document as the watermark, press *Scan*.

Place the document that you want to use for the watermark on the scanner glass and press **Black Start** or **Color Start**.

The scanned data will be displayed on the LCD.

If you want to adjust the degree of Transparency for your scanned data, press *Transparency*. Press ◀ or ▶ to adjust the degree, and then press *OK*.

Press *OK* again.

Go to step 7.

- If you want to use data from a media card or USB Flash memory drive as the watermark, insert the media card or USB flash memory drive.

After **Photo Capture** stops blinking, press *Media*.

The image will be shown on the LCD.

Press the image you want to use for the watermark.

You can adjust the Position, Size, Angle and Transparency of the watermark. Press *OK*.

Go to step 7.

! IMPORTANT

DO NOT take out the memory card or USB Flash memory drive while **Photo Capture** is blinking to avoid damaging the card, USB Flash memory drive or the data stored on them.

- 7 Press *OK* to confirm to use watermark. Load the document you want to copy.
- 8 Enter the number of copies you want.

- 9 If you do not want to change additional settings, press **Black Start** or **Color Start**.

Setting your favorites

You can store the copy settings that you use most often by setting them as a favorite. You can set up to three favorites.

- 1 Press  (**Copy**).
- 2 Choose the copy option and settings you want to store.
- 3 Press ◀ or ▶ to display *Favorite Settings*.
- 4 Press *Favorite Settings*.
- 5 Press *Store*.



Note

Set *Watermark Copy* to *Off* or *Template* when storing *Favorite Settings*.

- 6 Press the location where you want to store your settings for *Favorite:1*, *Favorite:2* or *Favorite:3*.
- 7 Do one of the following:
 - If you want to rename your setting, press  to delete characters. Then enter the new name (up to 12 characters). Press *OK*. (See *Entering Text* on page 195.)
 - If you do not want to rename your setting, press *OK*.

Retrieving your favorite setting

When you are ready to use one of your favorite set of settings, you can recall it.

- 1 Press  (**Copy**).
- 2 Press **Favorite**.
- 3 Press the favorite setting you want to retrieve.

Rename your favorite setting

After you stored your favorite setting, you can rename it.

- 1 Press  (**Copy**).
- 2 Press **◀** or **▶** to display **Favorite Settings**.
- 3 Press **Favorite Settings**.
- 4 Press **Rename**.
- 5 Press the favorite setting you want to rename.
- 6 Enter the new name (up to 12 characters). (See *Entering Text* on page 195.)
- 7 Press **OK**.

'Out of Memory' message

If the **Out of Memory** message appears while scanning document, press **Stop/Exit** to cancel or **Black Start** or **Color Start** to copy the scanned pages.

You will need to clear some jobs from the memory before you can continue.

To free up extra memory, do the following:

- Turn off **Memory Receive**. (See *Memory Receive (Black & White only)* on page 49.)
- Print the faxes that are in the memory. (See *Printing a fax from the memory* on page 57.)

When you get an **Out of Memory** message, you may be able to make copies if you first print incoming faxes in the memory to restore the memory to 100%.



Direct Printing

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PhotoCapture Center[®] Operations

Printing from a memory card or USB Flash memory drive without a PC

Even if your machine is not connected to your computer, you can print photos directly from digital camera media or a USB Flash memory drive. (See *Print Images* on page 107.)

Scanning to a memory card or USB Flash memory drive without a PC

You can scan documents and save them directly to a memory card or USB Flash memory drive. (See *Scan to a memory card or USB Flash memory drive* on page 116.)

Using PhotoCapture Center[®] from your computer

You can access a memory card or USB Flash memory drive that is inserted in the front of the machine from your computer.

(See *PhotoCapture Center[®] for Windows[®] or Remote Setup & PhotoCapture Center[®] for Macintosh* in the *Software User's Guide* on the CD-ROM.)

Using a memory card or USB Flash memory drive

Your Brother machine has media drives (slots) for use with the following popular digital camera media: CompactFlash[®], Memory Stick[™], Memory Stick PRO[™], SD, SDHC, xD-Picture Card[™] and USB Flash memory drives.



CompactFlash[®]



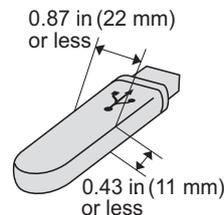
Memory Stick[™]
Memory Stick PRO[™]



SD, SDHC



xD-Picture Card[™]



USB Flash memory drive

- miniSD can be used with a miniSD adapter.
- microSD can be used with a microSD adapter.
- Memory Stick Duo[™] can be used with a Memory Stick Duo[™] adapter.
- Memory Stick PRO Duo[™] can be used with a Memory Stick PRO Duo[™] adapter.
- Memory Stick Micro[™] (M2[™]) can be used with a Memory Stick Micro[™] (M2[™]) adapter.

- Adapters are not included with the machine. Contact a third party supplier for adapters.
- This product supports xD-Picture Card™ Type M / Type M+ / Type H (Large Capacity).
- IBM Microdrive™ is not compatible with the machine.
- CompactFlash® Type II is not supported.

The PhotoCapture Center® feature lets you print digital photos from your digital camera at high resolution to get photo quality printing.

Memory cards, USB Flash memory drive and folder structure

Your machine is designed to be compatible with modern digital camera image files, memory cards and USB Flash memory drive; however, please read the points below to avoid errors:

- The image file extension must be .JPG (other image file extensions like .JPEG, .TIF, .GIF and so on will not be recognized).
- Direct PhotoCapture Center® printing must be performed separately from PhotoCapture Center® operations using the PC. (Simultaneous operation is not available.)
- The machine can read up to 999 files on a memory card or USB Flash memory drive.
- The DPOF file on the memory cards must be in a valid DPOF format. (See *DPOF printing* on page 111.)

Please be aware of the following:

- When printing an index or image, the PhotoCapture Center® will print all valid images, even if one or more images have been corrupted. Corrupted images will not be printed.

■ (memory card users)

Your machine is designed to read memory cards that have been formatted by a digital camera.

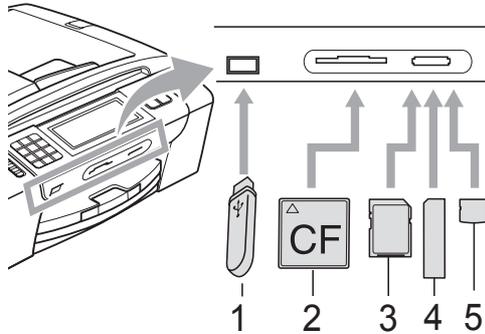
When a digital camera formats a memory card it creates a special folder into which it copies image data. If you need to modify the image data stored on a memory card with your PC, we recommend that you do not modify the folder structure created by the digital camera. When saving new or modified image files to the memory card we also recommend you use the same folder your digital camera uses. If the data is not saved to the same folder, the machine may not be able to read the file or print the image.

■ (USB Flash memory drive users)

This machine supports USB Flash memory drives that have been formatted by Windows®.

Getting started

Firmly put a memory card or USB Flash memory drive into the proper slot.

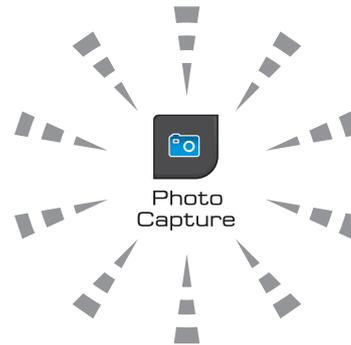


- 1 USB Flash memory drive
- 2 CompactFlash®
- 3 SD, SDHC
- 4 Memory Stick™, Memory Stick PRO™
- 5 xD-Picture Card™

! IMPORTANT

The USB direct interface supports only a USB Flash memory drive, a PictBridge compatible camera, or a digital camera that uses the USB mass storage standard. Any other USB devices are not supported.

Photo Capture key lights:



- **Photo Capture** light is on, the memory card or USB Flash memory drive is properly inserted.
- **Photo Capture** light is off, the memory card or USB Flash memory drive is not properly inserted.
- **Photo Capture** light is blinking, memory card or USB Flash memory drive is being read or written to.

! IMPORTANT

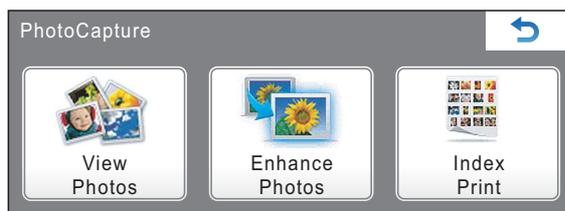
DO NOT unplug the power cord or remove the media from the media drive (slot) or USB direct interface while the machine is reading or writing to the media (the **Photo Capture** key is blinking). **You will lose your data or damage the card.**

The machine can only read one memory card or USB Flash memory drive at a time so do not put more than one device in the machine at a time.

Entering PhotoCapture mode

After you insert the memory card or USB Flash memory drive, the LCD displays the PhotoCapture options.

The LCD shows:



- Press **View Photos** if you want to quickly view and print your photos. See *View Photos* on page 107.
- Press **Enhance Photos** if you want to add special effects to your photos. See *Enhance Photos* on page 109.
- Press **Index Print** if you want to print an Index page (Thumbnails). You can also print photos using the image numbers of the Index page (Thumbnails). See *Print Index (Thumbnails)* on page 108.



Note

If your digital camera supports DPOF printing, see *DPOF printing* on page 111.

Press the option you want to set.

Print Images

View Photos

You can preview your photos on the LCD before you print them. If your photos are large files there may be a delay before each photo is displayed on the LCD.

- 1 Make sure you have put a memory card or USB Flash memory drive in the proper slot.

Press  (**Photo Capture**).

- 2 Press **View Photos**.
Do one of the following:

- If you want to choose photos to print or print more than one for an image, go to step 3.

- If you want to print all photos, press .

Press **Yes** to confirm.

Go to step 6.



Note

- Eight thumbnails are displayed at a time with the current page number and total number of pages listed under the thumbnails.
- Press ◀ or ▶ repeatedly to scroll through all photos. Hold down ◀ or ▶ to fast-forward and fast-rewind through the thumbnail pages.
- Press  to start Slide Show.

- 3 Press a photo from the thumbnail.

- 4 Enter the number of copies you want either by pressing the number box directly and enter the number you want or pressing + or -. Press **OK**.

- 5 Repeat steps 3 and 4 until you have chosen all the photos that you want to print.
- 6 After you have chosen all the photos, press **OK**. You now have the following options:
 - To add the **Auto Correct** effect to your chosen photos, press . (See page 109.)
 - If you want to change the print settings, press **Print Setting**. (See page 112.)
 - If you do not want to change any settings, press **Color Start** to print.

Print Index (Thumbnails)

The PhotoCapture Center[®] assigns numbers for images (such as No.1, No.2, No.3, and so on).



→ NO.1
DEI.JPG 01.01.2009
100KB

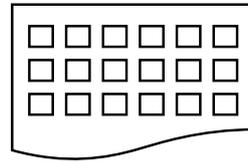
The PhotoCapture Center[®] does not recognize any other numbers or file names that your digital camera or computer has used to identify the pictures. You can print a thumbnail page. This will show all the pictures on the memory card or USB Flash memory drive.

Note

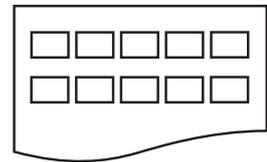
Only file names that are 8 characters or less will be printed correctly on the index sheet.

- 1 Make sure you have put the memory card or USB Flash memory drive in the proper slot.
Press  (**Photo Capture**).

- 2 Press **Index Print**.
- 3 Press **Index Sheet** and choose **6 Images/Line** or **5 Images/Line**.



6 Images/Line



5 Images/Line

Print time for 5 Images/Line will be slower than 6 Images/Line, but the quality is better.

- 4 Do one of the following:
 - Press **Print Setting** to change the paper type or the paper size you are using.
 - If you do not want to change the paper settings, go to step 7.
- 5 Press **Paper Type**. Choose the paper type you are using, **Plain Paper**, **Inkjet Paper**, **Brother BP71** or **Other Glossy**.
- 6 Press **Paper Size**. Choose the paper size you are using, **Letter** or **A4**.
- 7 Press **Color Start** to print.

Printing Photos

Before you can print an individual image, you have to know the image number.

- 1 Make sure you have put a memory card or USB Flash memory drive in the proper slot.
Press  (**Photo Capture**).
- 2 Print the Index. (See *Print Index (Thumbnails)* on page 108.)
- 3 Press `Index Print`.
- 4 Press `Print Photos`.
- 5 Enter the image number that you want to print from the Index page (Thumbnails). After you have chosen the image numbers, press `OK`.



Note

- You can enter multiple numbers at one time by using a comma or a hyphen. For example, Enter 1, 3, 6 to print images No.1, No.3 and No.6. Enter 1-5 to print images No.1 to No.5.
- You can enter up to 12 characters (including commas) for the image numbers you want to print.

- 6 Enter the number of copies you want either by pressing the number box directly and enter the number you want or pressing `+` or `-`.
- 7 Do one of the following:
 - Press `Print Setting` to change the print settings. (See page 112.)
 - If you do not want to change any settings, press **Color Start** to print.

Enhance Photos

You can edit and add effects to your photos and view them on the LCD before printing.



Note

The Enhance Photos feature is supported by technology from Reallusion, Inc.



- 1 Make sure you have put the memory card or USB Flash memory drive in the correct slot.
Press  (**Photo Capture**).
- 2 Press `Enhance Photos`.



Note

- Press `◀` or `▶` to scroll through all photos. You can forward and rewind the thumbnails by holding these keys. The photo is not shown during this operation.
- Eight thumbnails are displayed at a time with the current page number and total number of pages listed under the thumbnails.
- Press  to start Slide Show.

- 3 Press a photo from the thumbnails.
- 4 Press `Enhance` or `Trim`. You can also choose both together. Press `OK`.
- 5 Do one of the following:
 - If you chose `Enhance`, go to step 6.
 - If you chose `Trim`, go to step 7.

- 6 Press the effect you wish to add.
Press **OK**.
Go to step 8.

Note

- You have 7 ways to add effects to your photo.

	<p>Auto Correct</p> <p>The machine decides the appropriate effect for your photo.</p>
	<p>Enhance Skin</p> <p>Best used for adjusting portrait photographs. It adjusts human skin color. Press ◀ or ▶ to adjust the level of contrast.</p>
	<p>Remove Red-Eye</p> <p>The machine will attempt to remove red-eye from your photo. If red-eye detection fails, you can press the Try Again button to re-detect.</p>
	<p>Enhance Scenery</p> <p>Best used for adjusting landscape photographs. It highlights green and blue areas in your photo. Press ◀ or ▶ to adjust the level of contrast.</p>
	<p>Monochrome</p> <p>You can convert the color of your photo to monochrome.</p>
	<p>Sepia</p> <p>Adds a sepia tone (shades of brown) effect to your photo.</p>
	<p>Auto Correct & Remove Red-Eye</p> <p>The machine decides the suitable effects for your photo. Also, it will attempt to remove red-eye from your photo.</p>

- There are some cases when red-eye may not be removed.
 - When the face is too small in the image.
 - When the face is turning too far up, down, left or right.

- After adding each effect, you can enlarge the view of the image by pressing . To go back to the original size, press .
- While the image is enlarged, you can move around the image with **up** (▲), **down** (▼), **left** (◀) and **right** (▶).
- Press **Cancel** to return to the list of effects.

- 7 Adjust the red frame around your photo. The part inside of the red frame will be printed.

- Press **+** or **-** to enlarge or reduce the frame size.
- Press ▲, ▼, ◀ or ▶ to move the position of the frame.
- Press  to rotate the frame.

Press **OK** when you have finished adjusting the frame setting.
Press **OK** to confirm.

Note

If your photo is very small or has irregular proportions you may not be able to trim the photo. The LCD will display **Image Too Small.** or **Image Too Long.**

- 8 Enter the number of copies you want either by pressing the number box directly and enter the number you want or pressing **+** or **-**.
Press **OK**.
- 9 Do one of the following:
- Press **Print Setting** and change the print settings. (See page 112.)
 - If you do not want to change any settings, press **Color Start** to print.

DPOF printing

DPOF stands for Digital Print Order Format.

Major digital camera manufacturers (Canon Inc., Eastman Kodak Company, FUJIFILM Corporation, Panasonic Corporation and Sony Corporation) created this standard to make it easier to print images from a digital camera.

If your digital camera supports DPOF printing, you will be able to choose on the digital camera display the images and number of copies you want to print.

When a memory card (CompactFlash[®], Memory Stick[™], Memory Stick PRO[™], SD, SDHC or xD-Picture Card[™]) containing DPOF information is put into your machine, you can print the chosen image easily.

- 1 Make sure you have put a memory card in the proper slot.
The machine will ask you if you want to use DPOF setting.
- 2 Press **Yes**.
- 3 Do one of the following:
 - Press **Print Setting** to change the print settings. (See page 112.)
 - If you do not want to change any settings, press **Color Start** to print.



Note

An Invalid DPOF File error can occur if the print order that was created on the camera has been corrupted. Delete and recreate the print order using your camera to correct this problem. For instructions on how to delete or recreate the print order, refer to your camera manufacturer's support website or accompanying documentation.

PhotoCapture Center[®] print settings

You can change the print settings temporarily for the next printing.

These settings are temporary, and the machine returns to its default settings 3 minutes after printing, unless you have set the Mode Timer to 2 minutes or less. (See *Mode Timer* on page 23.)



Note

You can save the print settings you use most often by setting them as the default. (See *Setting your changes as the new default* on page 116.)

Print Setting		↩
Print Quality	Photo	▲
Paper Type	Other Glossy	☐
Paper Size	4"x 6"	▼
Brightness	0	

Print Quality

- 1 Press **Print Setting**.
- 2 Press **▲** or **▼** to display **Print Quality**.
- 3 Press **Print Quality**.
- 4 Press **Normal** or **Photo**.
- 5 If you do not want to change additional settings, press **↩**. Press **Color Start** to print.

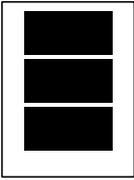
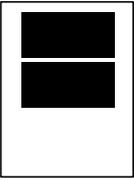
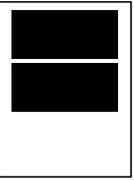
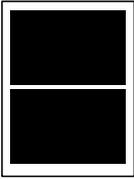
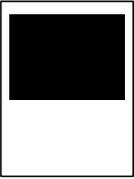
Paper options

Paper Type

- 1 Press **Print Setting**.
- 2 Press **▲** or **▼** to display **Paper Type**.
- 3 Press **Paper Type**.
- 4 Press the paper type you are using, **Plain Paper**, **Inkjet Paper**, **Brother BP71** or **Other Glossy**.
- 5 If you do not want to change additional settings, press **↩**. Press **Color Start** to print.

Paper and print size

- 1 Press **Print Setting**.
- 2 Press **▲** or **▼** to display **Paper Size**.
- 3 Press **Paper Size**.
- 4 Press the paper size you are using, 4"x 6", 5"x 7", Letter or A4. Do one of the following:
 - If you chose Letter or A4, go to step 5.
 - If you chose another size of paper, go to step 6.
- 5 Press the **Print Size**.

Example: Printed Position for Letter paper		
1 3"x 4"	2 3.5"x 5"	3 4"x 6"
		
4 5"x 7"	5 6"x 8"	6 Max. Size
		

- 6 If you do not want to change additional settings, press . Press **Color Start** to print.

Adjusting Brightness, Contrast and Color

Brightness

- 1 Press **Print Setting**.
- 2 Press **▲** or **▼** to display **Brightness**.
- 3 Press **Brightness**.
- 4 Press **◀** to make a darker print or press **▶** to make a lighter print. Press **OK**.
- 5 If you do not want to change additional settings, press . Press **Color Start** to print.

Contrast

You can choose the contrast setting. More contrast will make an image look sharper and more vivid.

- 1 Press **Print Setting**.
- 2 Press **▲** or **▼** to display **Contrast**.
- 3 Press **Contrast**.
- 4 Press **▶** to increase the contrast or press **◀** to decrease the contrast. Press **OK**.
- 5 If you do not want to change additional settings, press . Press **Color Start** to print.

Color Enhancement (True2Life®)

You can turn on the color enhancement (True2Life®) feature to print more vivid images. Printing time will be slower.

- 1 Press **Print Setting**.
- 2 Press **▲** or **▼** to display **True2Life**.
- 3 Press **True2Life**.
- 4 Do one of the following:
 - If you want to customize the **White Balance**, **Sharpness** or **Color Density**, press **On**, and then go to step 5.
 - If you do not want to customize, press **Off**.
Go to step 8.
- 5 Press **White Balance**, **Sharpness** or **Color Density**.
- 6 Press **◀** or **▶** to adjust the degree of the setting.
Press **OK**.
- 7 Do one of the following:
 - If you want to customize another color enhancement, repeat steps 5 to 6.
 - If you want to change other settings, press **↔** to display the print setting menu and press the setting you want to change. (See page 112.)
- 8 If you do not want to change additional settings, press **↔**.
Press **Color Start** to print.



Note

- **White Balance**

This setting adjusts the hue of the white areas of an image. Lighting, camera settings and other influences will affect the appearance of white. The white areas of a picture may be slightly pink, yellow or some other color. By using this setting, you can correct that effect and bring the white areas back to pure white.

- **Sharpness**

This setting enhances the detail of an image, similar to adjusting the fine focus on a camera. If the image is not in true focus and you cannot see the fine details of the picture, then adjust the sharpness.

- **Color Density**

This setting adjusts the total amount of color in the image. You can increase or decrease the amount of color in an image to improve a washed out or weak picture.

Cropping

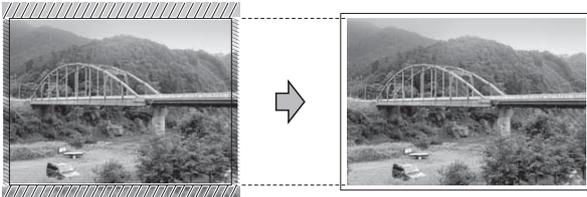
If your photo is too long or wide to fit the available space on your chosen layout, part of the image will automatically be cropped.

The factory setting is **On**. If you want to print the whole image, turn this setting to **Off**.

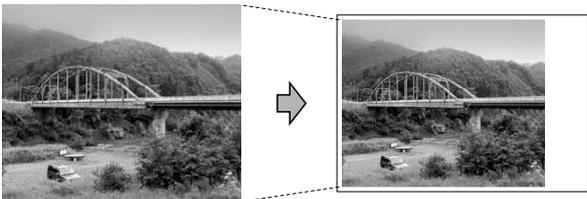
If you are also using the **Borderless** setting, turn the **Borderless** to **Off**. (See *Borderless printing* on page 115.)

- 1 Press **Print Setting**.
- 2 Press **▲** or **▼** to display **Cropping**.
- 3 Press **Cropping**.
- 4 Press **Off** (or **On**).
- 5 If you do not want to change additional settings, press **↩**. Press **Color Start** to print.

Cropping: On



Cropping: Off



Borderless printing

This feature expands the printable area to the edges of the paper. Printing time will be slightly slower.

- 1 Press **Print Setting**.
- 2 Press **▲** or **▼** to display **Borderless**.
- 3 Press **Borderless**.
- 4 Press **Off** (or **On**).
- 5 If you do not want to change additional settings, press **↩**. Press **Color Start** to print.

Print Date

You can print the date if it is already in the data on your photo. The date will be printed on the lower right corner. If the data doesn't have the date information, you cannot use this function.

- 1 Press **Print Setting**.
- 2 Press **▲** or **▼** to display **Print Date**.
- 3 Press **Print Date**.
- 4 Press **On** (or **Off**).
- 5 If you do not want to change additional settings, press **↩**. Press **Color Start** to print.



Note

The **DPOF** setting on your camera must be turned off to use the **Print Date**.

Setting your changes as the new default

You can save the print settings you use most often by setting them as the default settings. These settings will stay until you change them again.

- 1 Choose the print settings and options you want to store.
- 2 After changing the last setting, press ▲ or ▼ to choose `Set New Default`.
- 3 Press `Set New Default`.
- 4 Press `Yes` to confirm.
- 5 Press **Stop/Exit**.

Restoring all settings to the factory settings

You can restore all the settings you have changed to the factory settings. These settings will stay until you change them again.

- 1 Press `Print Setting`.
- 2 Press ▲ or ▼ to display `Factory Reset`.
- 3 Press `Factory Reset`.
- 4 Press `Yes` to confirm.
- 5 Press **Stop/Exit**.

Scan to a memory card or USB Flash memory drive

Entering Scan mode

When you want to scan to a memory card or USB Flash memory drive, press  (**Scan**).

The LCD shows:



Press `Scan to Media`.

If you are not connected to your computer only the `Scan to Media` selection is available on the LCD.

(See *Using the Scan key for Windows® or Macintosh* in the *Software User's Guide* on the CD-ROM for details about the other menu options.)

How to scan to a memory card or USB Flash memory drive

You can scan black & white and color documents into a memory card or USB Flash memory drive. Black & white documents will be stored in PDF (*.PDF) or TIFF (*.TIF) file formats. Color documents may be stored in PDF (*.PDF) or JPEG (*.JPG) file formats. The factory setting is Color 150 dpi and the default file format is PDF. The machine automatically creates file names based on the current date. (For details, see the *Quick Setup Guide*.) For example, the fifth image scanned on July 1, 2009 would be named 07010905.PDF. You can change the color and quality.

Quality	Selectable File Format
Color 150 dpi	JPEG / PDF
Color 300 dpi	JPEG / PDF
Color 600 dpi	JPEG / PDF
B/W 200x100 dpi	TIFF / PDF
B/W 200 dpi	TIFF / PDF

- 1 Make sure you have put the memory card or USB Flash memory drive in the proper slot.

! IMPORTANT

DO NOT take out the memory card or USB Flash memory drive while **Photo Capture** is blinking to avoid damaging the card, USB Flash memory drive or data stored on them.

- 2 Load your document.
- 3 Press  (**Scan**).
- 4 Press **Scan to Media**.

- 5 Do one of the following:
 - To change the quality, press ◀ or ▶ to display **Quality**. Press **Quality** and choose Color 150 dpi, Color 300 dpi, Color 600 dpi, B/W 200x100 dpi or B/W 200 dpi.
 - To change the file type, press ◀ or ▶ to display **File Type**. Press **File Type** and choose PDF, JPEG or TIFF.
 - If you want to change the file name, press ◀ or ▶ to display **File Name**. Press **File Name** and enter the file name.
You can only change the first 6 characters.
Press **OK**.
 - Press **Black Start** or **Color Start** to start scanning without changing additional settings.



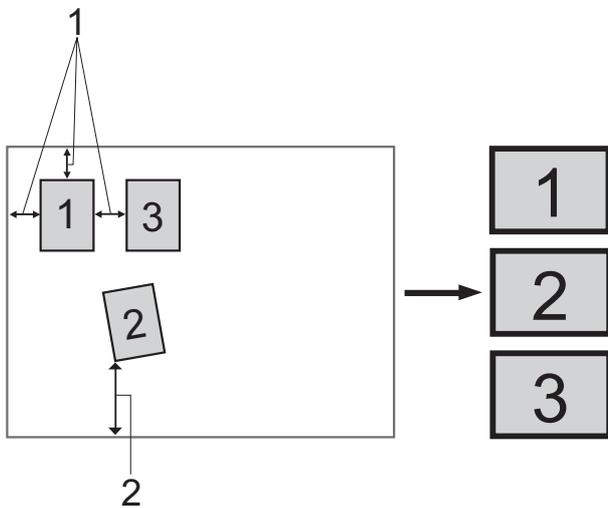
Note

- If you chose color in the resolution setting, you cannot choose **TIFF**.
- If you chose black & white in the resolution setting, you cannot choose **JPEG**.

- 6 Press **Black Start** or **Color Start**.

Auto Crop

You can scan multiple documents placed on the scanner glass. An individual document can be previewed on the LCD before you save it. When you choose **Auto Crop**, the machine will scan each document and create separate files. For example, if you place three documents on the scanner glass, the machine will scan and create three separate files. If you want to create a three page file, choose **PDF** or **TIFF** for **File Type**. If you use this setting, use the scanner glass.



- 1** 0.4 in. (10 mm) or greater (top, left, right)
2 0.8 in. (20 mm) or greater (bottom)

Note

Auto Crop is supported by technology

from Reallusion, Inc. 

- 1** Make sure you have put a memory card or USB Flash memory drive in the proper slot.
- 2** Load your document.
- 3** Press  (**Scan**).
- 4** Press **Scan to Media**.
- 5** Press **◀** or **▶** to choose **Auto Crop**.

- 6** Press **Auto Crop**.
- 7** Press **On**.
- 8** If you do not want to change additional settings, press **Black Start** or **Color Start** to start scanning.
- 9** The number of the scanned documents appear on the LCD. Press **OK**.
- 10** Press **◀** or **▶** to preview each document data. Press **Save All** to save the data.

Note

- Auto Crop is available for paper that has all four corners with right angles of 90 degrees. If one of the angles is not square, Auto Crop cannot detect the document.
- If your document is too long or wide, this setting does not work properly.
- You must place the documents away from the edges of the scanner glass as shown in the illustration.
- You must place the documents at least 0.4 in. (10 mm) away from each other.
- Auto Crop adjusts the skew of the document on the scanner glass, but if your document is skewed more than 10 degrees, this setting will not work.
- The ADF must be empty to use the Auto Crop.
- The Auto Crop feature is available for up to a maximum of 16 documents depending on size of your documents.

! IMPORTANT

DO NOT take out the memory card or USB Flash memory drive while **Photo Capture** is blinking to avoid damaging the card, USB Flash memory drive or data stored on them.

How to set a new default

You can save the Scan to Media settings (Quality, File Type, and Auto Crop) you use most often by setting them as the default settings. These settings will stay until you change them again.

- 1 Press  (**Scan**).
- 2 Press Scan to Media.
- 3 Press ◀ or ▶ to display Set New Default.
- 4 Press Set New Default.
- 5 Press Yes to confirm.
- 6 Press **Stop/Exit**.

How to reset to the factory settings

You can restore all the settings you have changed to the factory settings.

- 1 Press  (**Scan**).
- 2 Press Scan to Media.
- 3 Press ◀ or ▶ to choose Factory Reset.
- 4 Press Factory Reset.
- 5 Press Yes to confirm.
- 6 Press **Stop/Exit**.

Understanding the Error Messages

Once you are familiar with the types of errors that can occur while you are using PhotoCapture Center®, you can easily identify and troubleshoot any problems.

■ Hub is Unusable.

This message will appear if a Hub or USB Flash memory drive with a Hub has been put into the USB direct interface.

■ Media Error

This message will appear if you put in a memory card that is either bad or not formatted, or when there is a problem with the media drive. To clear this error, take out the memory card.

■ No File

This message will appear if you try to access a memory card or USB Flash memory drive in the drive (slot) that does not contain a .JPG file.

■ Out of Memory

This message will appear if you are working with images that are too large for the machine's memory. This message will also appear when a memory card or USB Flash memory drive you are using does not have enough space available for the scanned document.

■ Media is Full.

This message will appear if you are trying to save more than 999 files in a memory card or USB Flash memory drive.

■ Unusable Device

This message will appear if a USB device or USB Flash memory drive that is not supported has been connected to the USB direct interface. For more information, visit us at <http://solutions.brother.com>. This message will also appear if you connect a broken device to the USB direct interface.

Printing photos directly from a PictBridge camera



PictBridge

Your Brother machine supports the PictBridge standard, allowing you to connect to and print photos directly from any PictBridge compatible digital camera.

If your camera is using the USB Mass Storage standard, you can also print photos from a digital camera without PictBridge. (See *Printing photos directly from a digital camera (without PictBridge)* on page 122.)

PictBridge requirements

To avoid errors, remember the following points:

- The machine and the digital camera must be connected using a suitable USB cable.
- The image file extension must be .JPG (other image file extensions like .JPEG, .TIF, .GIF and so on will not be recognized).
- PhotoCapture Center[®] operations are not available when using the PictBridge feature.

Setting your digital camera

Make sure your camera is in PictBridge mode. The following PictBridge settings may be available from the LCD of your PictBridge compatible camera.

Depending on your camera some of these settings may not be available.

Camera Menu Selections	Options
Paper Size	Letter, A4, 4"×6", Printer Settings (Default setting) ²
Paper Type	Plain Paper, Glossy Paper, Inkjet Paper, Printer Settings (Default setting) ²
Layout	Borderless: On, Borderless: Off, Printer Settings (Default setting) ²
DPOF setting ¹	-
Print Quality	Normal, Fine, Printer Settings (Default setting) ²
Color Enhancement	On, Off, Printer Settings (Default setting) ²
Print Date	On, Off, Printer Settings (Default setting) ²

¹ See *DPOF printing* on page 122 for more details.

² If your camera is set to use the Printer Settings (Default setting), the machine will print your photo using the following settings.

Settings	Options
Paper Size	4"×6"
Paper Type	Glossy Paper
Layout	Borderless: On
Print Quality	Fine
Color Enhancement	Off
Print Date	Off

- When your camera does not have any menu selections, these settings are also used.
- The names and availability of each setting depends on the specification of your camera.

Please refer to the documentation supplied with your camera for more detailed information on changing PictBridge settings.

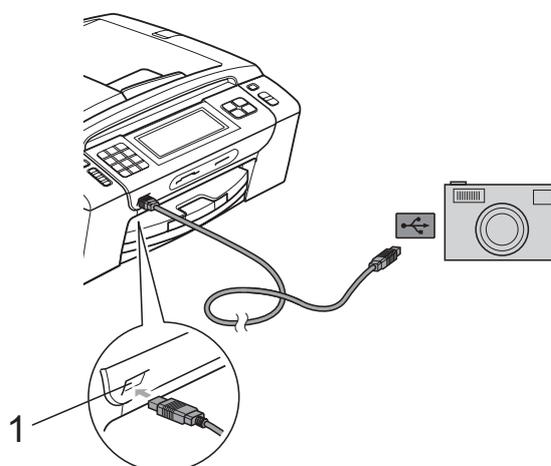
Printing Images



Note

Remove any memory cards or USB Flash memory drive from the machine before connecting a digital camera.

- 1 Make sure that your camera is turned off. Connect your camera to the USB direct interface (1) on the machine using a USB cable.



1 USB direct interface

- 2 Turn on the camera. When the machine has recognized the camera, the LCD shows `Camera Connected`.
- 3 Choose the photo you want to print following the instructions from your camera. When the machine starts printing a photo, the LCD will show `Printing`.

! IMPORTANT

To prevent damage to your machine, do not connect any device other than a digital camera or USB Flash memory drive to the USB direct interface.

DPOF printing

DPOF stands for Digital Print Order Format.

Major digital camera manufacturers (Canon Inc., Eastman Kodak Company, FUJIFILM Corporation, Panasonic Corporation and Sony Corporation) created this standard to make it easier to print images from a digital camera.

If your digital camera supports DPOF printing, you will be able to choose on the digital camera display the images and number of copies you want to print.



Note

An Invalid DPOF File error can occur if the print order that was created on the camera has been corrupted. Delete and recreate the print order using your camera to correct this problem. For instructions on how to delete or recreate the print order, refer to your camera manufacturer's support website or accompanying documentation.

Printing photos directly from a digital camera (without PictBridge)

If your camera is using the USB Mass Storage standard, you can connect your camera in storage mode. This enables you to print photos from your camera.

(If you would like to print photos in PictBridge mode, see *Printing photos directly from a PictBridge camera* on page 120.)



Note

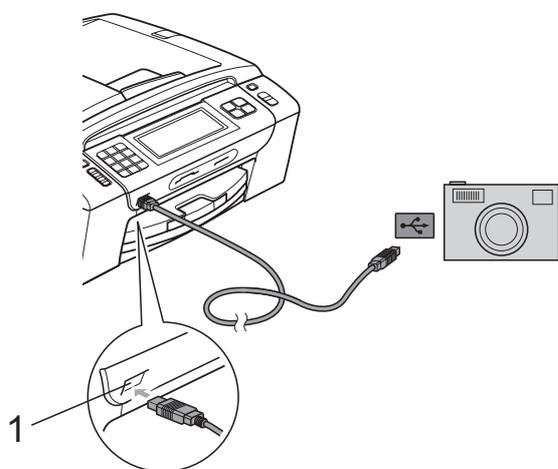
The name, availability and operation differ among digital cameras. Please refer to the documentation supplied with your camera for detailed information, such as how to switch from PictBridge mode to USB mass storage mode.

Printing Images

Note

Remove any memory cards or USB Flash memory drive from the machine before connecting a digital camera.

- 1 Make sure that your camera is turned off. Connect your camera to the USB direct interface (1) on the machine using the USB cable.



1 USB direct interface

- 2 Turn on the camera.
- 3 Follow the steps in *Print Images* on page 107.

! IMPORTANT

To prevent damage to your machine, do not connect any device other than a digital camera or USB Flash memory drive to the USB direct interface.

Understanding the Error Messages

Once you are familiar with the types of errors that can occur while you are printing from a camera, you can easily identify and troubleshoot any problems.

■ Out of Memory

This message will appear if you are working with images that are too large for the machine's memory.

■ Unusable Device

This message will appear if you connect a camera that is not using the USB Mass Storage standard. This message will also appear if you connect a broken device to the USB direct interface.

(For more detailed solutions see *Error and Maintenance messages* on page 151.)



Software

Software and Network features

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Software and Network features

The CD-ROM includes the Software User's Guide and Network User's Guide for features available when connected to a computer (for example, printing and scanning). These guides have easy to use links that, when clicked, will take you directly to a particular section.

You can find information on these features:

- Printing
- Scanning
- ControlCenter3 (Windows®)
- ControlCenter2 (Macintosh)
- Remote Setup
- Faxing from your computer
- PhotoCapture Center®
- Network Printing
- Network Scanning
- Wired and Wireless Network

How to read HTML User's Guide

This is a quick reference for using the HTML User's Guide.

Windows®



Note

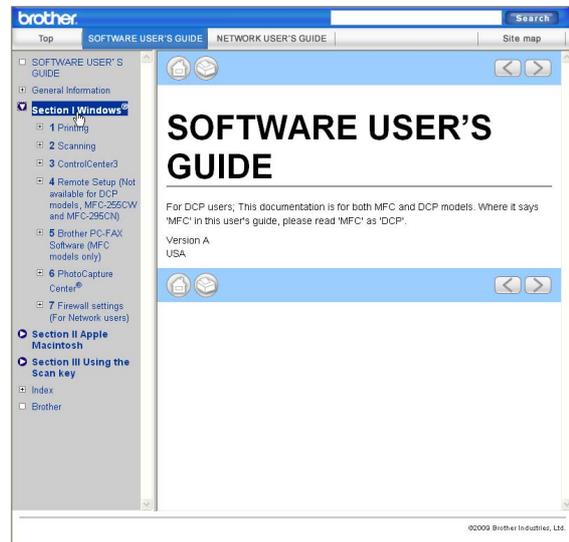
If you have not installed the software, see *Viewing Documentation* on page 2.

1 From the **Start** menu, point to **Brother**, **MFC-XXXX** (where XXXX is your model number) from the programs group, then click **User's Guides in HTML format**.

2 Click **SOFTWARE USER'S GUIDE** (or **NETWORK USER'S GUIDE**) from the Top Menu.



3 Click the heading you would like to view from the list at the left of the window.



Macintosh

1 Make sure your Macintosh is turned on. Insert the Brother CD-ROM into your CD-ROM drive.

2 Double-click the **Documentation** icon.

3 Double-click your language folder, and then double-click the **top.html**.

4 Click **SOFTWARE USER'S GUIDE** (or **NETWORK USER'S GUIDE**) in the Top Menu, and then click the heading you would like to read from the list at the left of the window.





Appendixes

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A

Safety and Legal

Choosing a location

Put your machine on a flat, stable surface that is free of vibration and shocks, such as a desk. Put the machine near a telephone wall jack and a standard AC power outlet. Choose a location where the temperature remains between 50 °F and 95 °F (10 °C and 35 °C).

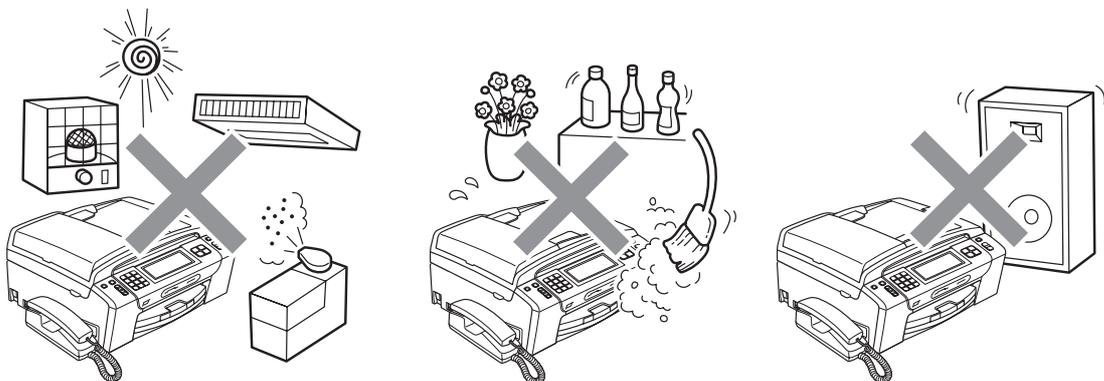
⚠ WARNING

DO NOT put the machine near heaters, air conditioners, refrigerators, medical equipment, chemicals or water.

DO NOT connect your machine to AC power outlets on the same circuit as large appliances or other equipment that might disrupt the power supply.

⚠ CAUTION

- Avoid placing your machine in a high-traffic area.
- Avoid placing your machine on a carpet.
- DO NOT expose the machine to direct sunlight, excessive heat, moisture, or dust.
- DO NOT connect your machine to AC power outlets controlled by wall switches or automatic timers.
- Disruption of power can wipe out information in the machine's memory.
- Avoid interference sources, such as speakers or the base units of non-Brother cordless telephones.
- DO NOT tip the machine, or place it on any tilted surface. Doing this may cause ink spillage and internal damage to your machine.



To use the machine safely

Please keep these instructions for later reference and read them before attempting any maintenance.

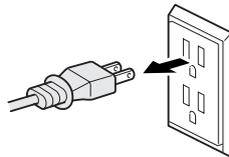
Note

If there are faxes in the machine's memory, you need to print them or save them before you unplug the machine from the AC power outlet for more than 24 hours. (To print the faxes in memory, see *Printing a fax from the memory* on page 57. To save the faxes in memory, see *Transferring faxes to another fax machine* on page 158 or *Transferring faxes to your PC* on page 158.)

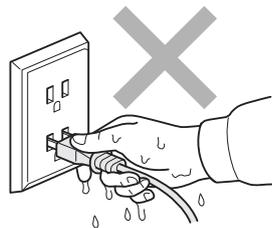
WARNING



There are high voltage electrodes inside the machine. Before you clean the inside of the machine, make sure you have unplugged the telephone line cord first and then the power cord from the AC power outlet. Doing this will prevent an electrical shock.



DO NOT handle the plug with wet hands. Doing this might cause an electrical shock.



DO NOT pull on the middle of the AC power cord. Doing this might cause an electrical shock.



Unplug this product from the wall outlet before cleaning the inside of the machine.



DO NOT use flammable substances, any type of spray or an organic solvent/liquid that contains alcohol or ammonia to clean the inside or outside of the machine.

Doing this may cause a fire or electrical shock.



If the machine becomes hot, releases smoke, or generates any strong smells, immediately unplug the machine from the AC power outlet. Call Brother Customer Service. (See *Brother numbers* on page i.)



If metal objects, water or other liquids get inside the machine, immediately unplug the machine from the AC power outlet. Call Brother Customer Service. (See *Brother numbers* on page i.)



Use caution when installing or modifying telephone lines. Never touch telephone wires or terminals that are not insulated unless the telephone line has been unplugged at the wall jack. Never install telephone wiring during a lightning storm. Never install a telephone wall jack in a wet location.



This product must be installed near an AC power outlet that is easily accessible. In case of an emergency, you must unplug the power cord from the AC power outlet to shut off the power completely.



This product should be connected to an AC power source within the range indicated on the rating label. DO NOT connect it to a DC power source or inverter. If you are not sure, contact a qualified electrician.



Always make sure the plug is fully inserted.



DO NOT use the machine if the power cord is frayed or damaged, doing so may cause a fire.



To reduce the risk of shock or fire, use only a No. 26 AWG or larger telecommunication line cord.

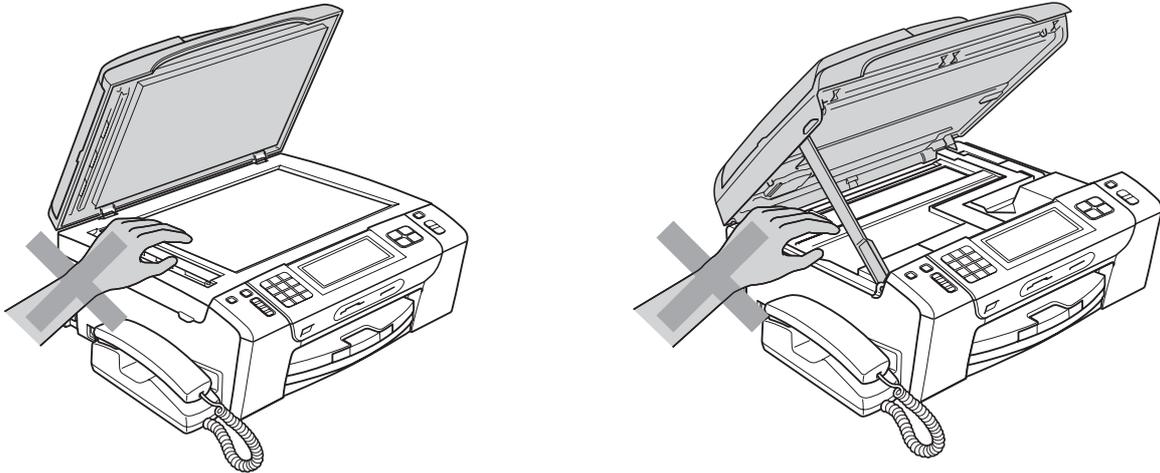


When using your telephone equipment, basic safety precautions should always be followed to reduce the risk of fire, electric shock and injury to people, including the following:

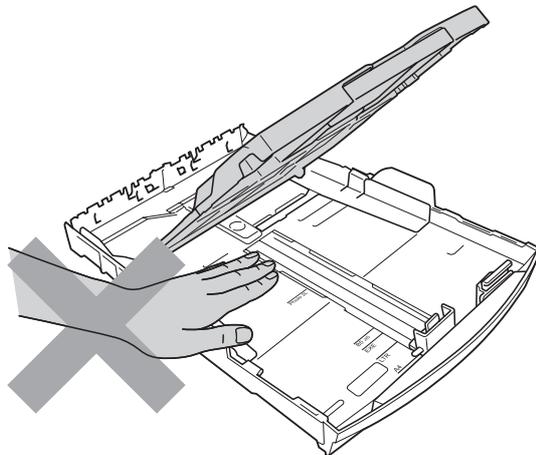
- DO NOT use this product near water, for example, near a bath tub, wash bowl, kitchen sink or washing machine, in a wet basement or near a swimming pool.
 - Avoid using this product during an electrical storm. There may be a remote risk of electric shock from lightning.
 - DO NOT use this product to report a gas leak in the vicinity of the leak.
-

⚠ CAUTION

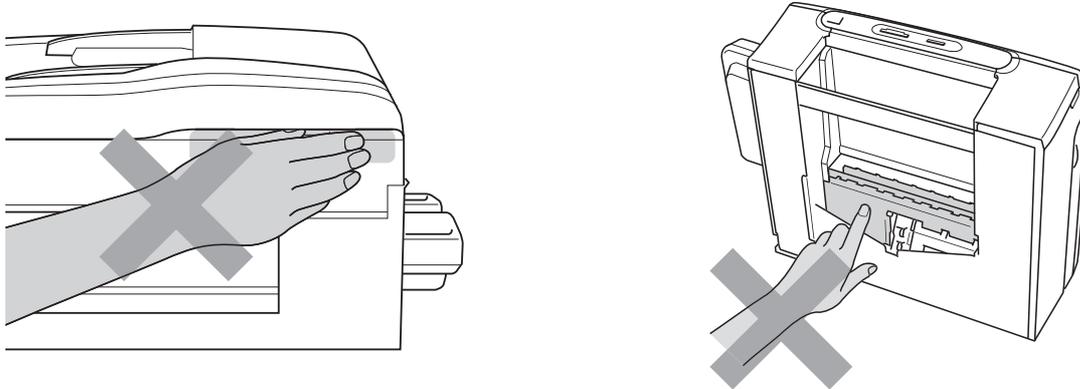
DO NOT put your hands on the edge of the machine under the document cover or the scanner cover. Doing this may cause injury.



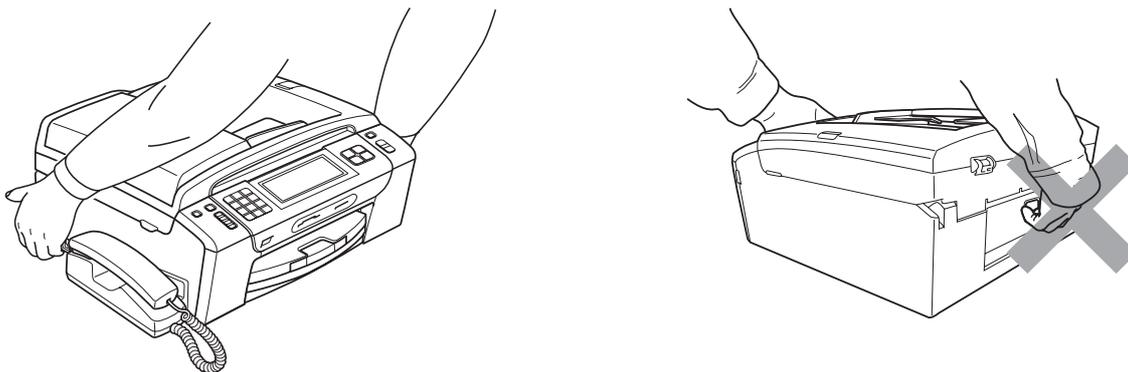
DO NOT put your hands on the edge of the paper tray under the paper tray cover. Doing this may cause injury.



DO NOT touch the area shaded in the illustration. Doing this may cause injury.

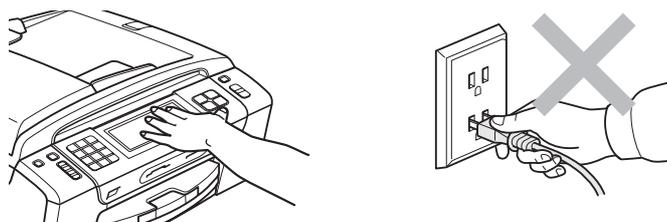


When moving the machine you must lift it from the base, by placing a hand at each side of the unit as shown in the illustration. DO NOT carry the machine by holding the scanner cover or Jam Clear Cover.



Lightning and power surges can damage this product! We recommend that you use a quality surge protection device on the AC power line and on the telephone line, or unplug the cords during a lightning storm.

DO NOT touch the Touchscreen immediately after plugging in the power cord or turning on the machine. Doing this may cause an error.



Important safety instructions

- 1 Read all of these instructions.
- 2 Save them for later reference.
- 3 Follow all warnings and instructions marked on the product.
- 4 DO NOT use this product near water.
- 5 DO NOT place this product on an unstable cart, stand, or table. The product may fall, causing serious damage to the product.
- 6 Slots and openings in the cabinet and the back or bottom are provided for ventilation. To ensure reliable operation of the product and to protect it from overheating, these openings must not be blocked or covered. The openings should never be blocked by placing the product on a bed, sofa, rug, or other similar surface. This product should never be placed near or over a radiator or heater. This product should never be placed in a built-in installation unless adequate ventilation is provided.
- 7 DO NOT allow anything to rest on the power cord. DO NOT place this product where people can walk on the cord.
- 8 If an extension cord is used with this product, make sure that the total ampere ratings of the products plugged into the extension cord do not exceed the extension cord ampere rating. Also, make sure that the total of all products plugged into the AC power outlet does not exceed 15 amperes (USA only).
- 9 DO NOT place anything in front of the machine that will block received faxes. DO NOT place anything in the path of received faxes.
- 10 Wait until pages have exited the machine before picking them up.
- 11 Never push objects of any kind into this product through cabinet slots, since they may touch dangerous voltage points or short out parts resulting in the risk of fire or electric shock. Never spill liquid of any kind on the product. DO NOT attempt to service this product yourself because opening or removing covers may expose you to dangerous voltage points and other risks and may void your warranty. Refer all servicing to a Brother Authorized Service Center. For the location of your nearest Brother Authorized Service Center, please call the following:
In USA: 1-877-BROTHER (1-877-276-8437)
In Canada: 1-877-BROTHER
- 12 Unplug this product from the AC power outlet and refer all servicing to Brother Authorized Service Personnel under the following conditions:
 - If liquid has been spilled into the product.
 - If the product has been exposed to rain or water.
 - If the product does not operate normally when the operating instructions are followed, adjust only those controls that are covered by the operating instructions. Improper adjustment of other controls may result in damage and will often require extensive work by a qualified technician to restore the product to normal operation.
 - If the product has been dropped or the cabinet has been damaged.
 - If the product exhibits a distinct change in performance, indicating a need for service.

- 13 To protect your product against power surges, we recommend the use of a power protection device (Surge Protector).
- 14 To reduce the risk of fire, electric shock and injury to people, note the following:
- DO NOT use this product near appliances that use water, a swimming pool, or in a wet basement.
 - DO NOT use the machine during an electrical storm (there is the remote possibility of an electrical shock) or to report a gas leak in the vicinity of the leak.
- 15 Caution - To reduce the risk of fire, use only No.26 AWG or larger telecommunication line cord.

Standard telephone and FCC Notices (These notices are in effect on models sold and used in the United States only.)

This equipment is hearing-aid compatible.

When programming emergency numbers or making test calls to emergency numbers:

- Remain on the line and briefly explain to the dispatcher the reason for the call before hanging up.
- Perform these activities in the off-peak hours, such as early morning or late evening.

This equipment complies with Part 68 of the FCC rules and the requirements adopted by the ACTA. On the backside of this equipment is a label that contains, among other information, a product identifier in the format US: AAAEQ##TXXXX. If requested, this number must be provided to the telephone company.

You may safely connect this equipment to the telephone line by means of a standard modular jack, USOC RJ11C.

A plug and jack used to connect this equipment to the premises wiring and telephone network must comply with the applicable FCC Part 68 rules and requirements adopted by the ACTA. A compliant telephone cord and modular plug is provided with this product. It is designed to be connected to a compatible modular jack that is also compliant. See installation instructions for details.

The REN is used to determine the number of devices that may be connected to a telephone line. Excessive RENs on a telephone line may result in the devices not ringing in response to an incoming call. In most but not all areas, the sum of RENs should not exceed five (5.0). To be certain of the number of devices that may be connected to a line, as determined by the total RENs, contact the local telephone company. For products approved after July 23, 2001, the REN for this product is part of the product identifier that has the format US:AAAEQ##TXXXX. The digits represented by ## are the REN without a decimal point (e.g., 06 is a REN of 0.6). For earlier products, the REN is separately shown on the label.

If this equipment causes harm to the telephone network, the telephone company will notify you in advance that temporary discontinuance of service may be required. But if advance notice isn't practical, the telephone company will notify the customer as soon as possible. Also, you will be advised of your right to file a complaint with the FCC if you believe it is necessary.

The telephone company may make changes in its facilities, equipment, operations or procedures that could affect the operation of the equipment. If this happens the telephone company will provide advance notice in order for you to make necessary modifications to maintain uninterrupted service.

If trouble is experienced with this equipment, for repair or warranty information, please contact Brother Customer Service. (See *Brother numbers* on page i.) If the equipment is causing harm to the telephone network, the telephone company may request that you disconnect the equipment until the problem is resolved.

Connection to party line service is subject to state tariffs. Contact the state public utility commission, public service commission or corporation commission for information.

If your home has specially wired alarm equipment connected to the telephone line, ensure the installation of this equipment does not disable your alarm equipment. If you have questions about what will disable alarm equipment, call your telephone company or a qualified installer.

If you are not able to solve a problem with your machine, call Brother Customer Service. (See *Brother numbers* on page i.)

WARNING



For protection against the risk of electrical shock, always disconnect all cables from the wall outlet before servicing, modifying or installing the equipment.

This equipment may not be used on coin service lines provided by the telephone company or connected to party lines.

Brother cannot accept any financial or other responsibilities that may be the result of your use of this information, including direct, special or consequential damages. There are no warranties extended or granted by this document.

This machine has been certified to comply with FCC standards, which are applied to the USA only.

Federal Communications Commission (FCC) Declaration of Conformity (USA only)

Responsible Party: Brother International Corporation
100 Somerset Corporate Boulevard
Bridgewater, NJ 08807-0911 USA
TEL: (908) 704-1700

declares, that the product

Product Name: MFC-795CW

comply with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Call the dealer or an experienced radio/TV technician for help.
- This transmitter must not be co-located or operated in conjunction with any other antenna or transmitter.

! IMPORTANT

Changes or modifications not expressly approved by Brother Industries, Ltd. could void the user's authority to operate the equipment.

Industry Canada Compliance Statement (Canada only)

This Class B digital apparatus complies with Canadian ICES-003.

Cet appareil numérique de la classe B est conforme à la norme NMB-003 du Canada.

Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of this device.

LAN connection

⚠ CAUTION

DO NOT connect this product to a LAN connection that is subject to over-voltages.

International ENERGY STAR® Qualification Statement

The purpose of the International ENERGY STAR® Program is to promote the development and popularization of energy-efficient office equipment.

As an ENERGY STAR® Partner, Brother Industries, Ltd. has determined that this product meets the ENERGY STAR® specifications for energy efficiency.



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- Certificates of Deposit
- Internal Revenue Stamps (canceled or uncanceled)
- Selective Service or draft papers
- Passports
- United States/Canadian Postage Stamps (canceled or uncanceled)
- Food Stamps
- Immigration Papers
- Checks or drafts drawn by Governmental agencies
- Identifying badges or insignias

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All other trademarks are the property of their respective companies.

Troubleshooting

! IMPORTANT

For technical help, you must call the country where you bought the machine. Calls must be made **from within** that country.

If you think there is a problem with your machine, check the chart below and follow the troubleshooting tips.

Most problems can be easily resolved by yourself. If you need additional help, the Brother Solutions Center offers the latest FAQs and troubleshooting tips. Visit us at <http://solutions.brother.com>.

If you are having difficulty with your machine

Printing

Difficulty	Suggestions
No printout	Check the interface cable or wireless connection on both the machine and your computer. (See the <i>Quick Setup Guide</i> .)
	Check that the machine is plugged in and that the On/Off key is on.
	One or more ink cartridges have reached the end of their life. (See <i>Replacing the ink cartridges</i> on page 162.)
	If the LCD says <code>Cannot Print and Replace Ink</code> , see <i>Replacing the ink cartridges</i> on page 162.
	Check to see if the LCD is showing an error message. (See <i>Error and Maintenance messages</i> on page 151.)
	Check that the correct printer driver has been installed and chosen.
	Make sure that the machine is online. Click Start and then Printers and Faxes . Right-click and choose Brother MFC-XXXX (where XXXX is your model name), and make sure that Use Printer Offline is unchecked.
	When you choose the Print Odd Pages and Print Even Pages settings, you may see a printing error message on your computer, as the machine pauses during the printing process. The error message will disappear after the machine re-starts printing.
Poor print quality	Check the print quality. (See <i>Checking the print quality</i> on page 167.)
	Make sure that the Media Type setting in the printer driver or the Paper Type setting in the machine's menu matches the type of paper you are using. (See <i>Printing for Windows</i> [®] or <i>Printing and Faxing for Macintosh</i> in the <i>Software User's Guide</i> on the CD-ROM and <i>Paper Type</i> on page 24.)

Printing (continued)

Difficulty	Suggestions
Poor print quality (continued)	<p>Make sure that your ink cartridges are fresh. The following may cause ink to clog:</p> <ul style="list-style-type: none"> ■ The expiration date written on the cartridge package has passed. (Genuine Brother Innobella™ Ink cartridges stay usable for up to two years if kept in their original packaging.) ■ The ink cartridge has been in your machine for over six months. ■ The ink cartridge may not have been stored properly before use. <p>Make sure you are using Genuine Brother Innobella™ Ink.</p> <p>Try using the recommended types of paper. (See <i>Acceptable paper and other print media</i> on page 17.)</p> <p>The recommended environment for your machine is between 68 °F to 91 °F (20 °C to 33 °C).</p>
White horizontal lines appear in text or graphics.	<p>Clean the print head. (See <i>Cleaning the print head</i> on page 167.)</p> <p>Make sure you are using Genuine Brother Innobella™ Ink.</p> <p>Try using the recommended types of paper. (See <i>Acceptable paper and other print media</i> on page 17.)</p>
The machine prints blank pages.	<p>Clean the print head. (See <i>Cleaning the print head</i> on page 167.)</p> <p>Make sure you are using Genuine Brother Innobella™ Ink.</p>
Characters and lines are stacked.	Check the printing alignment. (See <i>Checking the print alignment</i> on page 168.)
Printed text or images are skewed.	<p>Make sure the paper is loaded properly in the paper tray and the paper side guides are adjusted correctly. (See <i>Loading paper and other print media</i> on page 10.)</p> <p>Make sure the Jam Clear Cover is closed properly.</p>
Smudged stain at the top center of the printed page.	Make sure the paper is not too thick or curled. (See <i>Acceptable paper and other print media</i> on page 17.)
Smudged stain at the right or left corner of the printed page.	Make sure the paper is not curled when you print on the back side of the paper with the Print Odd Pages and Print Even Pages settings.
Printing appears dirty or ink seems to run.	<p>Make sure you are using the recommended types of paper. (See <i>Acceptable paper and other print media</i> on page 17.) Don't handle the paper until the ink is dry.</p> <p>Make sure you are using Genuine Brother Innobella™ Ink.</p> <p>If you are using photo paper, make sure that you have set the correct paper type. If you are printing a photo from your PC, set the Media Type in the Basic tab of the printer driver.</p>
Stains appear on the reverse side or at the bottom of the page.	<p>Make sure the printer platen is not dirty with ink. (See <i>Cleaning the machine's printer platen</i> on page 166.)</p> <p>Make sure you are using the paper support flap. (See <i>Loading paper and other print media</i> on page 10.)</p> <p>Make sure you are using Genuine Brother Innobella™ Ink.</p>
The machine prints dense lines on the page.	Check Reverse Order in the Basic tab of the printer driver.
The printouts are wrinkled.	<p>In the printer driver Advanced tab, click Color Settings, and uncheck Bi-Directional Printing for Windows® or Bi-Directional Printing for Macintosh.</p> <p>Make sure you are using Genuine Brother Innobella™ Ink.</p>
Cannot perform 'Page Layout' printing.	Check that the paper size setting in the application and in the printer driver are the same.

Printing (continued)

Difficulty	Suggestions
Print speed is too slow.	Try changing the printer driver setting. The highest resolution needs longer data processing, sending and printing time. Try the other quality settings in the printer driver Basic tab. Also, click Color Settings , and make sure you uncheck Color Enhancement (True2Life®) .
	Turn the borderless feature off. Borderless printing is slower than normal printing. (See <i>Printing for Windows®</i> or <i>Printing and Faxing for Macintosh</i> in the <i>Software User's Guide</i> on the CD-ROM.)
True2Life® is not working properly.	If the image data is not full color in your application (such as 256 color), True2Life® will not work. Use at least 24 bit color data with the True2Life® feature.
Photo paper does not feed properly.	When you print on Brother Photo paper, load one extra sheet of the same photo paper in the paper tray. An extra sheet has been included in the paper package for this purpose.
	Clean the paper pick-up roller. (See <i>Cleaning the paper pick-up rollers</i> on page 166.)
Machine feeds multiple pages.	Make sure the paper is loaded properly in the paper tray. (See <i>Loading paper and other print media</i> on page 10.)
	Check that more than two types of paper are not loaded in the paper tray at any one time.
There is a paper jam.	Make sure the paper length guide is set to the paper size. Do not extend the paper tray when you load A5 or smaller size paper. (See <i>Printer jam or paper jam</i> on page 160.)
Printed pages are not stacked neatly.	Make sure you are using the paper support flap. (See <i>Loading paper and other print media</i> on page 10.)
Machine does not print from Adobe® Illustrator®.	Try to reduce the print resolution. (See <i>Printing for Windows®</i> or <i>Printing and Faxing for Macintosh</i> in the <i>Software User's Guide</i> on the CD-ROM.)

Printing Received Faxes

Difficulty	Suggestions
Condensed print and white streaks across the page or the top and bottom of sentences are cut off.	You probably had a bad connection, with static or interference on the telephone line. Ask the other party to send the fax again.
Vertical black lines when receiving.	The sender's scanner may be dirty. Ask the sender to make a copy to see if the problem is with the sending machine. Try receiving from another fax machine.
Received color fax prints only in black & white.	Replace the color ink cartridges that have reached the end of their life, and then ask the other person to send the color fax again. (See <i>Replacing the ink cartridges</i> on page 162.)
Left and right margins are cut off or a single page is printed on two pages.	Turn on Auto Reduction. (See <i>Printing a reduced incoming fax</i> on page 56.)

Telephone Line or Connections

Difficulty	Suggestions
Dialing does not work. (No dial tone)	Check that the machine is plugged in and that the On/Off key is on.
	Check all line cord connections. Make sure the telephone line cord is plugged into the telephone wall jack and the LINE jack of the machine.
	(Canada only) Change the Tone/Pulse setting. (See the <i>Quick Setup Guide</i> .)
Verify that the telephone line and jack are working by connecting a known working telephone and telephone line to the jack. Press Speaker Phone or lift the machine's handset or the handset of an external telephone, and then listen for a dial tone. If there is no dial tone, ask your telephone company to check the line and/ or jack.	
The machine does not answer when called.	Make sure the machine is in the correct Receive Mode for your setup. (See <i>Choose the correct Receive Mode</i> on page 44.) Check for a dial tone. If possible, call your machine to hear it answer. If there is still no answer, check that the telephone line cord is plugged into the telephone wall jack and the LINE jack of the machine. If there is no ringing when you call your machine, ask your telephone company to check the line.

Receiving Faxes

Difficulty	Suggestions
Cannot receive a fax.	Make sure your machine has a dial tone by pressing the Speaker Phone key. If you hear static or interference on your fax line, please contact your local telephone company.
	Check all line cord connections. Make sure the telephone line cord is plugged into the telephone wall jack and the LINE jack of the machine. If you subscribe to DSL or VoIP services, please contact your service provider for connection instructions.
	Make sure the machine is in the correct Receive Mode. This is determined by the external devices and telephone subscriber services you have on the same line as the Brother machine. (See <i>Receive mode settings</i> on page 47.)
	If you have a dedicated fax line and want your Brother machine to automatically answer all incoming faxes, you should select Fax Only mode.
	If your Brother machine shares a line with an external answering machine, you should select the Manual mode. In Manual mode, your Brother machine will automatically receive incoming faxes and voice callers will be able to leave a message on your answering machine.
	If your Brother machine shares the line with a Voice Mail subscriber service, please see <i>Voice Mail</i> on page 62.
	If your Brother machine is on a line with the Distinctive Ring subscriber service, please see <i>Distinctive Ring</i> on page 63.
If your Brother machine shares a line with other telephones and you want it to automatically answer all incoming faxes, you should select the Fax/Tel mode. In Fax/Tel mode, your Brother machine will automatically receive faxes and produce a pseudo/double-ring to alert you to answer voice calls.	
If you do not want your Brother machine to automatically answer any incoming faxes, you should select the Manual mode. In Manual mode, you must answer every incoming call and activate the machine to receive faxes.	

Receiving Faxes (continued)

Difficulty	Suggestions
<p>Cannot receive a fax. (continued)</p>	<p>Another device or service at your location may be answering the call before your Brother machine answers. To test this, lower the ring delay setting:</p> <ul style="list-style-type: none"> ■ If the answer mode is set to Fax Only or Fax/Tel, reduce the ring delay to 1 ring. (See <i>Ring Delay</i> on page 47.) ■ If the answer mode is set to Manual, reduce the number of rings programmed on your answering machine to 2. ■ If the answer mode is set to Manual, DO NOT adjust the ring delay setting. <p>Have someone send you a test fax:</p> <ul style="list-style-type: none"> ■ If you received the test fax successfully, your machine is operating properly. Remember to reset your ring delay or answering machine setting back to your original setting. If receiving problems recur after resetting the ring delay, then a person, device, or subscriber service is answering the fax call before the machine has a chance to answer. ■ If you were not able to receive the fax, then another device or subscriber service may be interfering with your fax reception or there may be a problem with your fax line. <p>If you are using a telephone answering machine (Manual mode) on the same line as the Brother machine, make sure your answering machine is set up correctly. (See <i>Connecting an external TAD (telephone answering device)</i> on page 66.)</p> <ol style="list-style-type: none"> 1 Plug the telephone line cord directly from the wall telephone jack to your Brother machine's LINE jack. 2 Remove the protective cap from your Brother machine's EXT jack, and then plug the telephone line cord from your answering machine into the EXT jack. 3 Set your answering machine to answer within 4 rings. If you are having problems receiving faxes or voice messages, set your answering machine to answer within 2 or 3 rings. 4 Record the outgoing message on your answering machine. <ul style="list-style-type: none"> ■ Record five seconds of silence at the beginning of your outgoing message. ■ Limit your speaking to 20 seconds. ■ End your outgoing message with your Fax Receive Code for people sending manual faxes. For example: "After the beep, leave a message or press * 5 1 and Start to send a fax." 5 Set your answering machine to answer calls. 6 Set your Brother machine's Receive Mode to Manual. (See <i>Choose the correct Receive Mode</i> on page 44.) <p>Make sure your Brother machine's Easy Receive feature is turned On. Easy Receive is a feature that allows you to receive a fax even if you have answered the call on an external or extension telephone. (See <i>Easy Receive</i> on page 48.)</p> <p>If you often get transmission errors due to possible interference on the telephone line, try changing the Compatibility setting to Basic (for VoIP). (See <i>Telephone line interference</i> on page 150.)</p>



Sending Faxes

Difficulty	Suggestions
Cannot send a fax.	Check all line cord connections. Make sure the telephone line cord is plugged into the telephone wall jack and the LINE jack of the machine.
	Make sure that the Fax  key is illuminated. (See <i>Entering Fax mode</i> on page 34.)
	Ask the other party to check that the receiving machine has paper.
	Print the Transmission Verification Report and check for an error. (See <i>Reports</i> on page 89.)
Transmission Verification Report says 'RESULT:NG'.	There is probably temporary noise or static on the line. Try sending the fax again. If you send a PC FAX message and get 'Result:NG' on the Transmission Verification Report, your machine may be out of memory. To gain extra memory, you can turn off Memory Receive (see <i>Turning off Memory Receive Operations</i> on page 52), print fax messages in memory (see <i>Printing a fax from the memory</i> on page 57) or cancel a Delayed Fax or Polling Job (see <i>Canceling a fax in progress</i> on page 36 or <i>Checking and canceling waiting jobs</i> on page 41). If the problem continues, ask the telephone company to check your telephone line.
	If you often get transmission errors due to possible interference on the telephone line, try changing the menu setting of Compatibility to <i>Basic (for VoIP)</i> . (See <i>Telephone line interference</i> on page 150.)
Sent faxes are blank.	Make sure you are loading the document properly. (See <i>Loading documents</i> on page 21.)
Poor fax send quality.	Try changing your resolution to <i>Fine</i> or <i>S.Fine</i> . Make a copy to check your machine's scanner operation. If the copy quality is not good, clean the scanner. (See <i>Cleaning the scanner</i> on page 165.)
Vertical black lines when sending.	Black vertical lines on faxes you send are typically caused by dirt or correction fluid on the glass strip. Clean the glass strip. (See <i>Cleaning the scanner</i> on page 165.)

Handling Incoming Calls

Difficulty	Suggestions
The machine 'Hears' a voice as a CNG Tone.	If Easy Receive is set to On, your machine is more sensitive to sounds. It may mistakenly interpret certain voices or music on the line as a fax machine calling and respond with fax receiving tones. Deactivate the machine by pressing Stop/Exit . Try avoiding this problem by turning Easy Receive to Off. (See <i>Easy Receive</i> on page 48.)
Sending a fax call to the machine.	If you answered on an external or extension telephone, press your Fax Receive Code (the factory setting is * 5 1). If you answered on the external telephone (connected to the EXT jack), press Start to receive the fax. When your machine answers, hang up.
Custom features on a single line.	If you have Call Waiting, Call Waiting/Caller ID, Voice Mail, an alarm system or other custom feature on a single telephone line with your machine, it may create a problem sending or receiving faxes. For example: If you subscribe to Call Waiting or some other custom service and its signal comes through the line while your machine is sending or receiving a fax, the signal can temporarily interrupt or disrupt the faxes. Brother's ECM (Error Correction Mode) feature should help overcome this problem. This condition is related to the telephone system industry and is common to all devices that send and receive information on a single, shared line with custom features. If avoiding a slight interruption is crucial to your business, a separate telephone line with no custom features is recommended.

Copying Difficulties

Difficulty	Suggestions
Cannot make a copy.	Make sure that the Copy  key is illuminated. (See <i>Entering Copy mode</i> on page 94.)
Poor copy results when using the ADF.	Try using the scanner glass. (See <i>Using the scanner glass</i> on page 21.)
Copies are blank.	Make sure you are loading the document properly. (See <i>Loading documents</i> on page 21.)
Vertical black lines or streaks appear in copies.	Vertical black lines or streaks on copies are typically caused by dirt or correction fluid on the scanner. Clean the glass strip and scanner glass and the white bar and white plastic above them. (See <i>Cleaning the scanner</i> on page 165.)
Fit to Page does not work properly.	Make sure the document is not skewed on the scanner glass. Reposition the document and try again.
Paper feeding and copying speed are slower when copying from the ADF.	Paper feeding and copying speed become slower to prevent overheating of the machine when you make many copies using the ADF. Let the machine cool, and then try again later.

Scanning Difficulties

Difficulty	Suggestions
TWAIN/WIA errors appear when starting to scan.	Make sure the Brother TWAIN/WIA driver is chosen as the primary source. In PaperPort® 11SE with OCR, click File , Scan or Get Photo and click Select to choose the Brother TWAIN/WIA driver.
Poor scanning results when using the ADF.	Try using the scanner glass. (See <i>Using the scanner glass</i> on page 21.)
OCR does not work.	Try increasing the scanner resolution.

Software Difficulties

Difficulty	Suggestions
Cannot install software or print.	Run the Repair MFL-Pro Suite program on the CD-ROM. This program will repair and reinstall the software.
'Device Busy'	Make sure the machine is not showing an error message on the LCD.
Cannot print images from FaceFilter Studio.	To use FaceFilter Studio, you must install the FaceFilter Studio application from the CD-ROM supplied with your machine. To install FaceFilter Studio see the <i>Quick Setup Guide</i> . Also, before you start FaceFilter Studio for the first time, you must make sure your Brother machine is turned On, and connected to your computer. This will allow you to access all the functions of FaceFilter Studio.

PhotoCapture Center® Difficulties

Difficulty	Suggestions
Removable Disk does not work properly.	<ol style="list-style-type: none"> 1 Have you installed the Windows® 2000 update? If not, do the following: <ol style="list-style-type: none"> 1) Unplug the USB cable. 2) Install the Windows® 2000 update using one of the following methods. <ul style="list-style-type: none"> ■ Install MFL-Pro Suite from the CD-ROM. (See the <i>Quick Setup Guide</i>.) ■ Download the latest service pack from the Microsoft Web site. 3) Wait about 1 minute after you restart the PC, and then connect the USB cable. 2 Take out the memory card or USB Flash memory drive and put it back in again. 3 If you have tried 'Eject' from within Windows®, take out the memory card or USB Flash memory drive before you continue. 4 If an error message appears when you try to eject the memory card or USB Flash memory drive, it means the card is being accessed. Wait a while and then try again. 5 If all of the above do not work, turn off your PC and machine, and then turn them on again. (You will have to unplug the power cord of the machine to turn it off.)
Cannot access Removable Disk from Desktop icon.	Make sure that you have correctly inserted the memory card or USB Flash memory drive.
Part of my photo is missing.	Make sure that Borderless printing and Cropping are turned off. (See <i>Borderless printing</i> on page 115 and <i>Cropping</i> on page 115.)

Network Difficulties

Difficulty	Suggestions
Cannot print over the network.	<p>Make sure that your machine is powered on and is online and in Ready mode. Print a Network Configuration list (see <i>Reports</i> on page 89) and check the current Network settings printed in this list. Reconnect the LAN cable to the hub to verify that the cabling and network connections are good. If possible, try connecting the machine to a different port on your hub using a different cable. If the connections are good, the machine shows LAN Active for 2 seconds.</p> <p>(If you are using a wireless connection or are having Network problems, see the <i>Network User's Guide</i> on the CD-ROM for more information.)</p>

Network Difficulties (continued)

Difficulty	Suggestions
<p>The network scanning feature does not work.</p>	<p><Windows® users></p> <p>Firewall settings on your PC may be rejecting the necessary network connection. Follow the instructions below to configure the Firewall. If you are using a personal Firewall software, see the User's Guide for your software or contact the software manufacturer.</p> <p>For Windows® XP SP2 and Windows Vista® users, see <i>Firewall settings</i> in the <i>Software User's Guide</i> on the CD-ROM.</p> <p>For Windows® XP SP1 user's, please visit the Brother Solutions Center: (http://solutions.brother.com)</p> <p><Macintosh users></p> <p>Re-select your machine in the Device Selector application located in Macintosh HD/Library/Printers/Brother/Utilities/DeviceSelector or from the model list in ControlCenter2.</p>
<p>The network PC-Fax Receive feature does not work.</p>	<p><Windows® users></p> <p>Firewall settings on your PC may be rejecting the necessary network connection. Follow the instructions below to configure the Firewall. If you are using a personal Firewall software, see the User's Guide for your software or contact the software manufacturer.</p> <p>For Windows® XP SP2 and Windows Vista® users, see <i>Firewall settings</i> in the <i>Software User's Guide</i> on the CD-ROM.</p> <p>For Windows® XP SP1 user's, please visit the Brother Solutions Center: (http://solutions.brother.com)</p>
<p>Your computer cannot find your machine.</p>	<p><Windows® users></p> <p>Firewall settings on your PC may be rejecting the necessary network connection. For detail, see the instruction above.</p> <p><Macintosh users></p> <p>Re-select your machine in the Device Selector application located in Macintosh HD/Library/Printers/Brother/Utilities/DeviceSelector or from the model list in ControlCenter2.</p>

Touchscreen Difficulties

Difficulty	Suggestions
<p>The dial pad does not work when entering numbers or characters.</p>	<p>Use the touchscreen buttons to enter information.</p>



Dial Tone

Setting the dial tone to Detection will shorten the dial detect pause.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display Initial Setup.
- 3 Press Initial Setup.
- 4 Press **▲** or **▼** to display Dial Tone.
- 5 Press Dial Tone.
- 6 Press Detection or No Detection.
- 7 Press **Stop/Exit**.

Telephone line interference

If you are having problems sending or receiving a fax due to possible interference on the telephone line, we recommend that you adjust the Equalization for compatibility to reduce the modem speed for fax operations.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display Initial Setup.
- 3 Press Initial Setup.
- 4 Press **▲** or **▼** to display Compatibility.
- 5 Press Compatibility.
- 6 Press High, Normal or Basic (for VoIP).
 - Basic (for VoIP) reduces the modem speed to 9,600 bps. Unless interference is a recurring problem on your telephone line, you may prefer to use it only when needed.
 - Normal sets the modem speed at 14,400 bps.
 - High increases the modem speed to 33,600 bps. (factory setting)
- 7 Press **Stop/Exit**.



Note

When you change the compatibility to Basic (for VoIP), the ECM feature is only available for color fax sending.

Error and Maintenance messages

As with any sophisticated office product, errors may occur and consumable items may need to be replaced. If this happens, your machine identifies the problem and shows an error message. The most common error and maintenance messages are shown below.

You can correct most errors and clear routine maintenance messages by yourself. If you need more help, the Brother Solutions Center offers the latest FAQs and troubleshooting tips.

Visit us at <http://solutions.brother.com>.

Error Message	Cause	Action
B&W Print Only	<p>One or more of the color ink cartridges have reached the end of their life.</p> <p>You can use the machine in black & white mode for approximately four weeks depending on the number of pages you print.</p> <p>While this message appears on the LCD, each operation works in the following way:</p> <ul style="list-style-type: none"> ■ Printing If you click Grayscale in the Advanced tab of the printer driver you can use the machine as a black & white printer. ■ Copying If the paper type is set to Plain Paper or Inkjet Paper you can make copies in black & white. ■ Faxing If the paper type is set to Plain Paper or Inkjet Paper the machine will receive and print the faxes in black & white. If a sending machine has a color fax, the machine's handshake will ask that the fax be sent as black & white. <p>If the paper type is set to Other Glossy or Brother BP71, the machine will stop all print operations. If you unplug the machine, or take out the ink cartridge, you cannot use the machine until you change to a new ink cartridge.</p>	<p>Replace the ink cartridges. (See <i>Replacing the ink cartridges</i> on page 162.)</p>



Error Message	Cause	Action
Cannot Detect	You installed a new ink cartridge too quickly and the machine did not detect it.	Take out the new ink cartridge and re-install it slowly until it clicks.
	If you are not using genuine Brother Innobella™ ink the machine may not detect the ink cartridge.	Use a new Genuine Brother Innobella™ Ink Cartridge. If the error is not cleared, call Brother Customer Service.
	An ink cartridge is not installed properly.	Take out the new ink cartridge and re-install it slowly until it clicks.
Cannot Print	One or more of the ink cartridges have reached the end of their life. The machine will stop all print operations. While memory is available, black & white faxes will be stored in the memory. If a sending machine has a color fax, the machine's 'handshake' will ask that the fax be sent as black & white. If the sending machine has the ability to convert it, the color fax will be stored in the memory as a black & white fax.	Replace the ink cartridges. (See <i>Replacing the ink cartridges</i> on page 162.)
Comm.Error	Poor telephone line quality caused a communication error.	Send the fax again or connect the machine to another telephone line. If the problem continues, call the telephone company and ask them to check your telephone line.
Connection Fail	You tried to poll a fax machine that is not in Polled Waiting mode.	Check the other fax machine's polling setup.
Cover is Open.	The scanner cover is not closed completely.	Lift the scanner cover and then close it again.
	The ink cartridge cover is not completely closed.	Firmly close the ink cartridge cover until it clicks.
Data Remaining	Print data is left in the machine's memory.	Press Stop/Exit . The machine will cancel the job and clear it from the memory. Try to print again.
Disconnected	The other person or other person's fax machine stopped the call.	Try to send or receive again.
Document Jam	The document was not inserted or fed properly, or the document scanned from the ADF was too long.	See <i>Using the ADF</i> on page 21. See <i>Document jam</i> on page 159.
High Temperature	The print head is too warm.	Allow the machine to cool down.
Hub is Unusable.	A Hub or USB Flash memory drive with Hub has been connected to the USB direct interface.	A Hub or USB Flash memory drive with Hub are not supported. Unplug the device from the USB direct interface.

Error Message	Cause	Action
Image Too Long.	The proportions of your photo are irregular so effects could not be added.	Choose a regularly proportioned image.
Image Too Small.	The size of your photo is too small to trim.	Choose a larger image.
Ink low	One or more of the ink cartridges are near the end of their life. If a sending machine has a color fax to send, your machine's 'handshake' will ask that the fax be sent as black & white. If the sending machine has the ability to convert it, the color fax will be printed at your machine as a black & white fax.	Order a new ink cartridge. You can continue printing until the LCD shows <i>Cannot Print</i> . (See <i>Ordering accessories and supplies</i> on page ii and <i>Replacing the ink cartridges</i> on page 162.)
Low Temperature	The print head is too cold.	Allow the machine to warm up.
Media Error	The memory card is either corrupted, improperly formatted, or there is a problem with the card.	Put the card firmly into the slot again to make sure it is in the correct position. If the error remains, check the media drive (slot) of the machine by putting in another memory card that you know is working.
Media is Full.	The memory card or USB Flash memory drive you are using already contains 999 files.	Your machine can only save to your memory card or USB Flash memory drive if it contains less than 999 files. Try deleting unused files to free some space and try again.
No Caller ID	There is no incoming call history. You did not receive calls or you have not subscribed to the Caller ID service from your telephone company.	If you want to use the Caller ID feature call your telephone company. (See <i>Caller ID</i> on page 65.)
No Cartridge	An ink cartridge is not installed properly.	Take out the new ink cartridge and re-install it slowly until it clicks. (See <i>Replacing the ink cartridges</i> on page 162.)
No File	The memory card or USB Flash memory drive in the media drive does not contain a .JPG file.	Put the correct memory card or USB Flash memory drive into the slot again.

Error Message	Cause	Action
No Paper Fed	The Photo Bypass Tray is in the <i>Photo</i> printing position.	Verify that the Photo Bypass Tray is in the <i>Normal</i> printing position. (See step 4 and the Important note in <i>Loading photo paper</i> on page 14.)
	The machine is out of paper or paper is not properly loaded in the paper tray.	Do one of the following: <ul style="list-style-type: none"> ■ Refill the paper in the paper tray, and then press Black Start or Color Start. ■ Remove the paper and load it again and then press Black Start or Color Start. (See <i>Loading paper and other print media</i> on page 10.)
	The paper is jammed in the machine.	Remove the jammed paper by following the steps in <i>Printer jam or paper jam</i> on page 160.
	The Jam Clear Cover is not closed properly.	Check that the Jam Clear Cover is closed evenly at both ends. (See <i>Printer jam or paper jam</i> on page 160.)
No Response/Busy	The number you dialed does not answer or is busy.	Verify the number and try again.
Not Registered	You tried to access a Speed Dial number that is not programmed.	Set up the Speed Dial number. (See <i>Storing Speed Dial numbers</i> on page 75.)
Out of Memory	The machine's memory is full.	Fax sending or copy operation in progress Do one of the following: <ul style="list-style-type: none"> ■ Press Stop/Exit and wait until the other operations in progress finish and then try again. ■ Clear the data in the memory. To gain extra memory, you can turn off Memory Receive. (See <i>Turning off Memory Receive Operations</i> on page 52.) ■ Print the faxes that are in the memory. (See <i>Printing a fax from the memory</i> on page 57.)
	The memory card or USB Flash memory drive you are using does not have enough free space to scan the document.	Delete unused files from your memory card or USB Flash memory drive to make some free space and then try again.

Error Message	Cause	Action
Paper Jam	Paper is jammed in the machine.	Open the Jam Clear Cover (at the back of the machine) and pull out the jammed paper by following steps in <i>Printer jam or paper jam</i> on page 160.
		Make sure the paper length guide is fit to the paper size. Do not extend the paper tray when you load A5 or smaller size paper.
Touchscreen initialization failed	The Touchscreen was pressed before the power on initialization was completed.	Make sure that there is nothing resting on or touching the Touchscreen.
<p>Unable to Clean XX Unable to Init. XX Unable to Print XX Unable to Scan XX</p> <p>(If the LCD shows error number 46, see the error message <i>Unable to Clean 46</i>, <i>Unable to Init. 46</i>, <i>Unable to Print 46</i> in this table.)</p>	<p>The machine has a mechanical problem.</p> <p>—OR—</p> <p>A foreign object such as a paper clip or ripped paper is in the machine.</p>	<p>Open the scanner cover and remove any foreign objects and paper scraps from inside the machine. If the error message continues, see <i>Transferring your faxes or Fax Journal report</i> on page 157 before disconnecting the machine so you will not lose any important messages. Then, disconnect the machine from the power for several minutes and reconnect it.</p>

B

Error Message	Cause	Action
Unable to Clean 46 Unable to Init. 46 Unable to Print 46	<p>The ink absorber box or flushing box is full. These components are periodic maintenance items that may require replacement after a period of time to ensure optimum performance from your Brother machine. The need to replace these items and the time period before replacement is dependent on the number of purges and flushes required to clean the ink system. These boxes acquire amounts of ink during the different purging and flushing operations. The number of times a machine purges and flushes for cleaning varies depending on different situations. For example, frequently powering the machine on and off will cause numerous cleaning cycles since the machine automatically cleans upon power up. The use of generic inks may cause frequent cleanings because generic inks could cause poor print quality which is resolved by cleaning. The more cleaning the machine requires the faster these boxes will fill up.</p> <p> Note</p> <p><i>Repairs resulting from the use of non-genuine supplies may not be covered under the stated product warranty.</i></p>	<p>The ink absorber box or flushing box will need to be replaced. Contact Brother Customer Service or a Brother Authorized Service Center to have your machine serviced. (See <i>Brother numbers</i> on page i.)</p> <p>Other reasons for cleaning are:</p> <ol style="list-style-type: none"> 1 Machine automatically cleans after clearing a printer jam. 2 Machine automatically cleans after sitting idle for more than 45 days (infrequent use).
Unusable Device Disconnect device from front connector & turn machine off & then on	A broken device has been connected to the USB direct interface.	Unplug the device from the USB direct interface, then press On/Off to turn the machine off and then on again.

Error Message	Cause	Action
Unusable Device Please Disconnect USB Device.	A USB device or USB Flash memory drive that is not supported has been connected to the USB direct interface. For more information, visit us at http://solutions.brother.com .	Unplug the device from the USB direct interface.
Wrong Paper Size	Paper is not the correct size.	Check that the machine's Paper Size setting matches the size of paper in the tray. Load the correct size of paper, and then press Black Start or Color Start . (See <i>Paper Size</i> on page 24.)

Error animation

Error animations display step-by-step instructions when paper gets jammed. You can read the steps at your own pace by pressing **▶** to see the next step and **◀** to go backward. If you do not press a key after 1 minute the animation starts running automatically again.



Note

You can press **◀** or **▶** to pause the auto-animation and go back to step-by-step mode.

Transferring your faxes or Fax Journal report

If the LCD shows:

- Unable to Clean XX
- Unable to Init. XX
- Unable to Print XX
- Unable to Scan XX

We recommend transferring your faxes to another fax machine or to your PC. (See *Transferring faxes to another fax machine* on page 158 or *Transferring faxes to your PC* on page 158.)

You can also transfer the Fax Journal report to see if there are any faxes you need to transfer. (See *Transferring Fax Journal report to another fax machine* on page 158.)

Transferring faxes to another fax machine

If you have not set up your Station ID, you cannot enter fax transfer mode. (See *Set your station ID* in the *Quick Setup Guide*.)

- 1 Press **Stop/Exit** to interrupt the error temporarily.
- 2 Press **MENU**.
- 3 Press **▲** or **▼** to display **Service**.
- 4 Press **Service**.
- 5 Press **Data Transfer**.
- 6 Press **Fax Transfer**.
- 7 Do one of the following:
 - If the LCD shows **No Data**, there are no faxes left in the machine's memory.
Press **Stop/Exit**.
 - Enter the fax number to which faxes will be forwarded.
- 8 Press **Black Start**.

Transferring faxes to your PC

You can transfer the faxes from your machine's memory to your PC.

- 1 Press **Stop/Exit** to interrupt the error temporarily.
- 2 Make sure you have installed **MFL-Pro Suite** on your PC, and then turn on **PC FAX Receiving** on the PC. (For details see *PC-FAX receiving for Windows®* in the *Software User's Guide* on the CD-ROM.)

- 3 Make sure you have set **PC Fax Receive** on the machine. (See *PC Fax Receive (Windows® only)* on page 51.)

If faxes are in the machine's memory when you set up **PC Fax Receive**, the LCD will ask if you want to transfer the faxes to your PC.

- 4 Do one of the following:
 - To transfer all faxes to your PC, press **Yes**. You will be asked if you want to also turn on backup print.
 - To exit and leave the faxes in the memory, press **No**.
- 5 Press **Stop/Exit**.

Transferring Fax Journal report to another fax machine

If you have not set up your Station ID, you cannot enter fax transfer mode. (See *Set your station ID* in the *Quick Setup Guide*.)

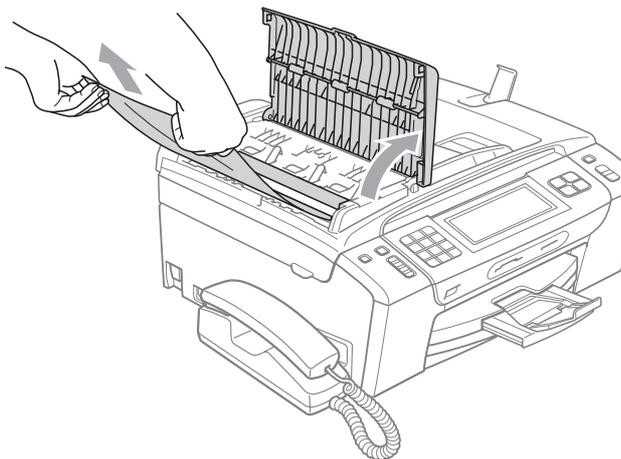
- 1 Press **Stop/Exit** to interrupt the error temporarily.
- 2 Press **MENU**.
- 3 Press **▲** or **▼** to display **Service**.
- 4 Press **Service**.
- 5 Press **Data Transfer**.
- 6 Press **Report Trans**.
- 7 Enter the fax number to which the Fax Journal report will be forwarded.
- 8 Press **Black Start**.

Document jam

Documents can jam in the ADF unit if they are not inserted or fed properly, or if they are too long. Follow the steps below to clear a document jam.

Document is jammed in the top of the ADF unit

- 1 Take out any paper from the ADF that is not jammed.
- 2 Open the ADF cover.
- 3 Pull the jammed document up and to the left.



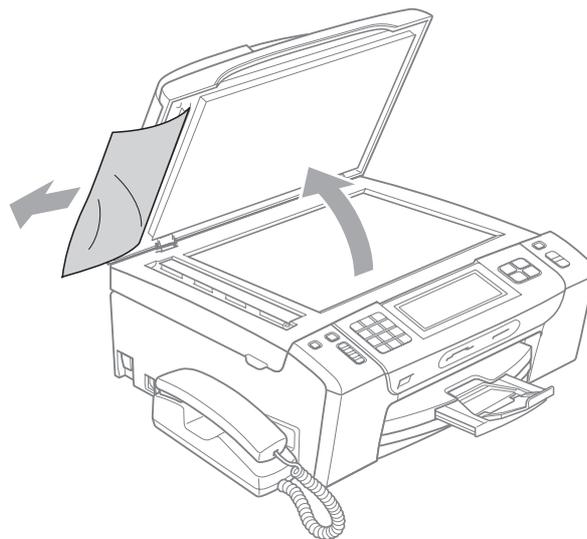
- 4 Close the ADF cover.
- 5 Press **Stop/Exit**.

! IMPORTANT

To avoid future document jams close the ADF cover properly by pressing it down in the middle.

Document is jammed inside the ADF unit

- 1 Take out any paper from the ADF that is not jammed.
- 2 Lift the document cover.
- 3 Pull the jammed document out to the left.

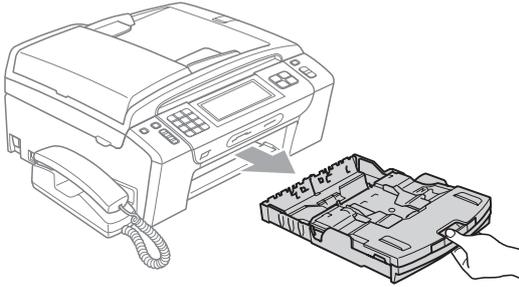


- 4 Close the document cover.
- 5 Press **Stop/Exit**.

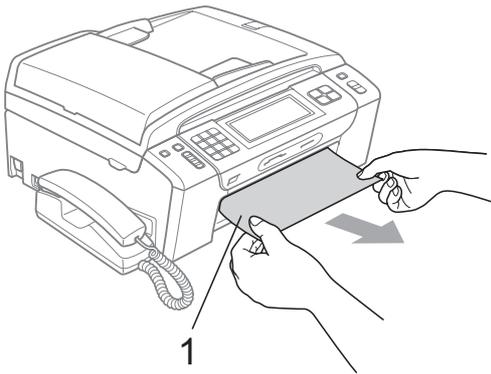
Printer jam or paper jam

Take out the jammed paper depending on where it is jammed in the machine.

- 1 If the paper support flap is open, close it, and then pull the paper tray completely out of the machine.



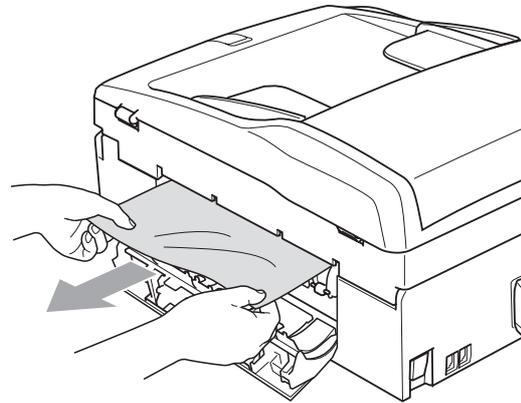
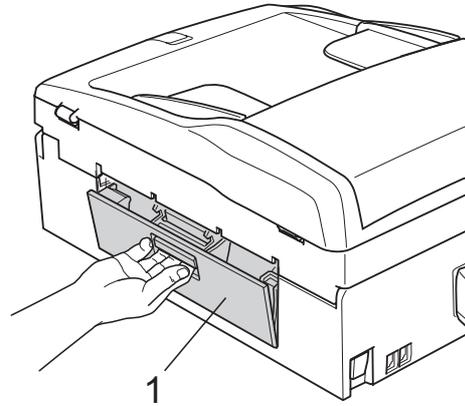
- 2 Pull out the jammed paper (1) and press **Stop/Exit**.



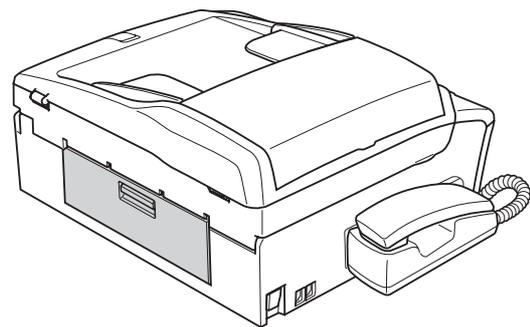
- 3 Reset the machine by lifting the scanner cover from the front of the machine and then closing it.

- If you cannot remove the jammed paper from the front of the machine, or the error message still appears on the LCD after you have removed the jammed paper, please go to the next step.

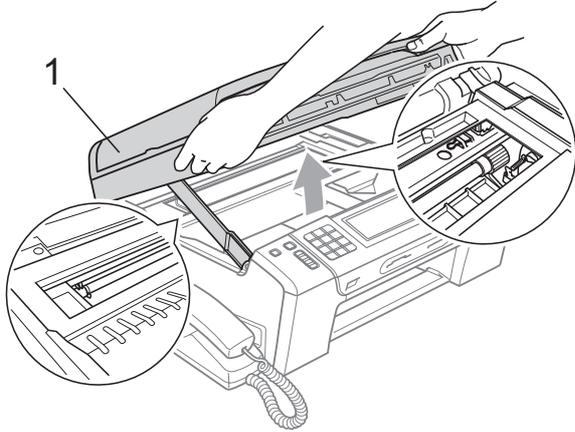
- 4 Open the Jam Clear Cover (1) at the back of the machine. Pull the jammed paper out of the machine.



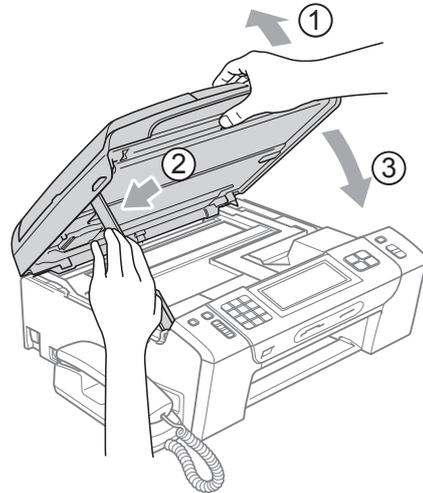
- 5 Close the Jam Clear Cover. Make sure the cover is closed properly.



- 6 Lift the scanner cover (1) from the front side of the machine until it locks securely in the open position. Make sure that there is no jammed paper left inside the machine.

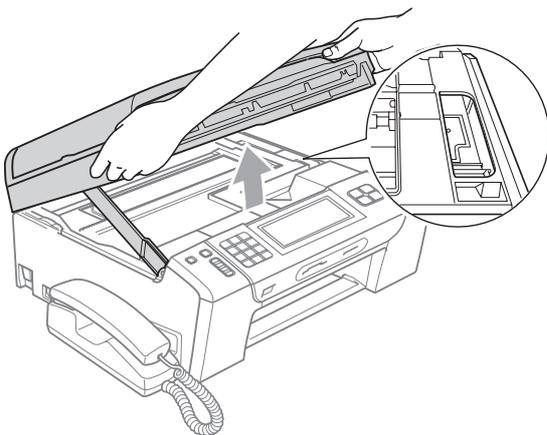


- 7 Lift the scanner cover to release the lock (1). Gently push the scanner cover support down (2) and close the scanner cover (3) using both hands.



! IMPORTANT

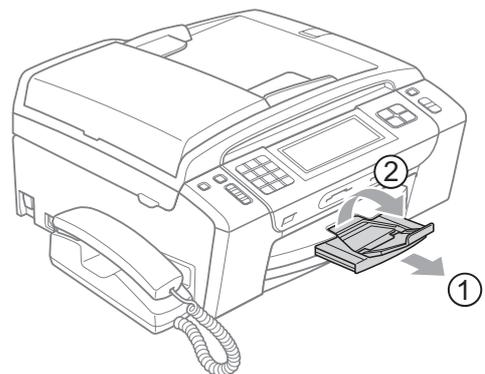
- If the paper is jammed under the print head, unplug the machine from the power source, and then move the print head to take out the paper.
- If the print head is at the right corner as shown in the illustration, you cannot move the print head. Hold down **Stop/Exit** until the print head moves to the middle. Then unplug the machine from the power source, and take out the paper.



- If ink gets on your skin, immediately wash it off with soap or detergent.

- 8 Push the paper tray firmly back into the machine.

- 9 While holding the paper tray in place, pull out the paper support (1) until it clicks, and then unfold the paper support flap (2).



Make sure you pull out the paper support until it clicks.

! IMPORTANT

DO NOT use the paper support flap for Legal size paper.

Routine maintenance

Replacing the ink cartridges

Your machine is equipped with an ink dot counter. The ink dot counter automatically monitors the level of ink in each of the 4 cartridges. When the machine detects an ink cartridge is running out of ink, the machine will tell you with a message on the LCD.

The LCD will tell you which ink cartridge is low or needs replacing. Be sure to follow the LCD prompts to replace the ink cartridges in the correct order.

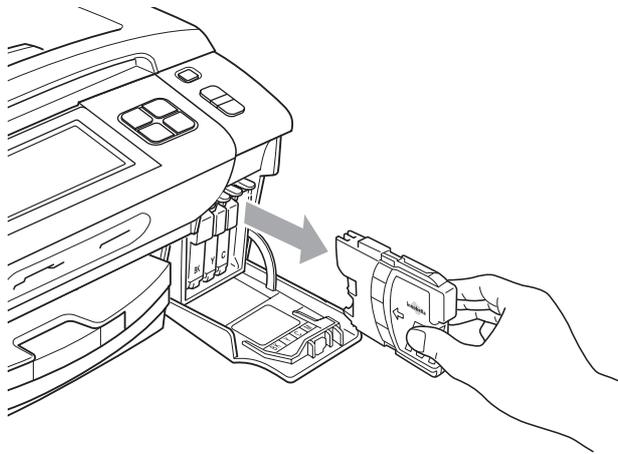
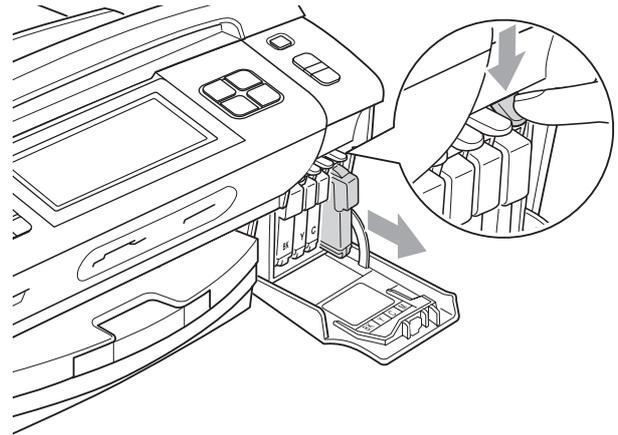
Even though the machine tells you to replace an ink cartridge, there will be a small amount of ink left in the ink cartridge. It is necessary to keep some ink in the ink cartridge to prevent air from drying out and damaging the print head assembly.

! IMPORTANT

Brother strongly recommends that you do not refill the ink cartridges provided with your machine. We also strongly recommend that you continue to use only Genuine Brother Brand replacement ink cartridges. Use or attempted use of potentially incompatible ink and/or cartridges in the Brother machine may cause damage to the machine and/or may result in unsatisfactory print quality. Our warranty coverage does not apply to any problem that is caused by the use of unauthorized third party ink and/or cartridges. To protect your investment and obtain premium performance from the Brother machine, we strongly recommend the use of Genuine Brother Supplies.

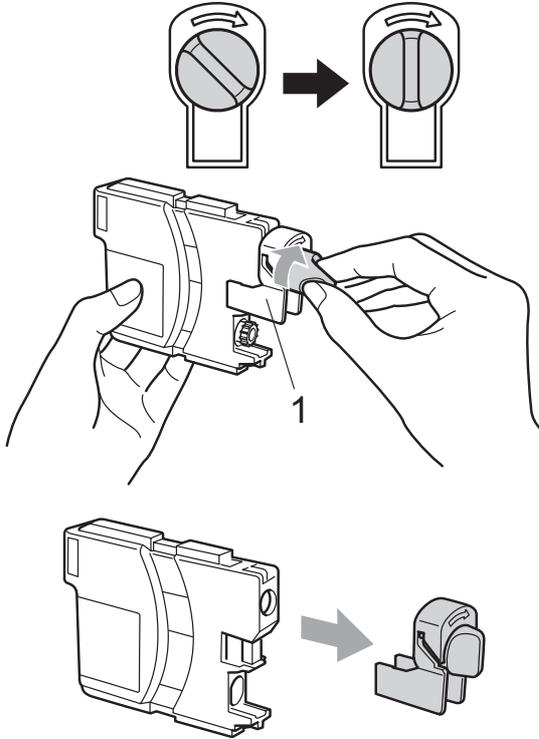
- 1 Open the ink cartridge cover. If one or more ink cartridges have reached the end of their life, for example Black, the LCD shows `B&W Print Only` or `Cannot Print`.

- 2 Press down to unlock the release lever and take out the ink cartridge for the color shown on the LCD.

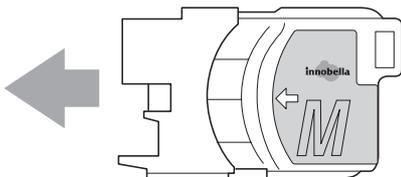


- 3 Open the new ink cartridge bag for the color shown on the LCD, and then take out the ink cartridge.

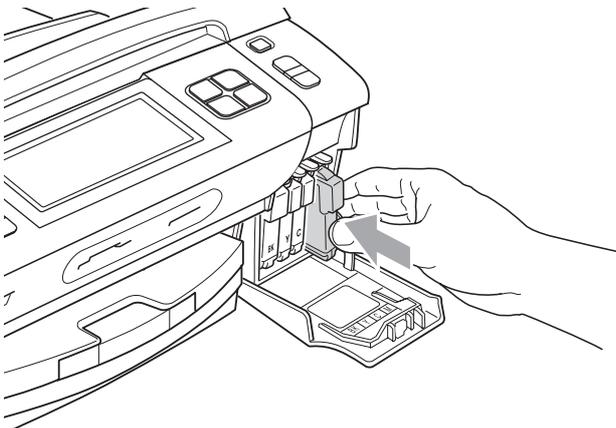
- 4 Turn the green knob on the protective yellow cap clockwise until it clicks to release the vacuum seal, then remove the cap (1).



- 5 Each color has its own correct position. Insert the ink cartridge in the direction of the arrow on the label.



- 6 Gently push in the ink cartridge until it clicks, and then close the ink cartridge cover.



- 7 The machine will automatically reset the ink dot counter.



Note

- If you replaced an ink cartridge, the LCD may ask you to verify that it was a brand new one (for example, Did You Change **BK** Black). For each new cartridge you installed, press Yes to automatically reset the ink dot counter for that color. If the ink cartridge you installed is not a brand new one, be sure to press No.
- If the LCD shows No Cartridge or Cannot Detect after you install the ink cartridges, check that the ink cartridges are installed properly.

CAUTION

If ink gets in your eyes, wash them out with water at once and call a doctor if you are concerned.

B

! 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 touch the cartridge insertion slots. If you do so, the ink may stain your skin.
- If ink gets on your skin or clothing immediately wash it off with soap or detergent.
- If you mix the colors by installing an ink cartridge in the wrong position, clean the print head several times after correcting the cartridge installation.
- 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.

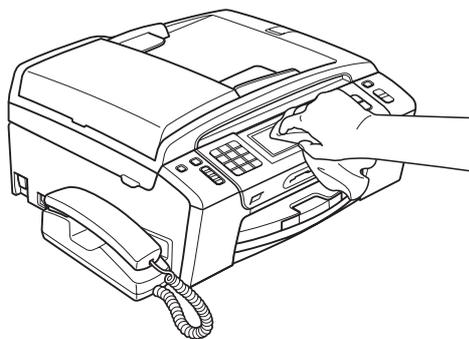
Cleaning the outside of the machine

Clean the Touchscreen as follows:

! IMPORTANT

- Disconnect the power cord from the AC power outlet when you clean the Touchscreen.
- DO NOT use any type of liquid cleaners (including ethanol).

- 1 Clean the Touchscreen with a dry lint-free soft cloth.

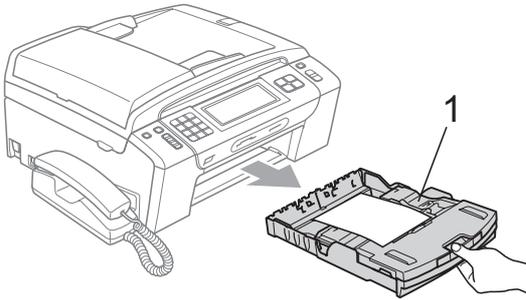


Clean the outside of the machine as follows:

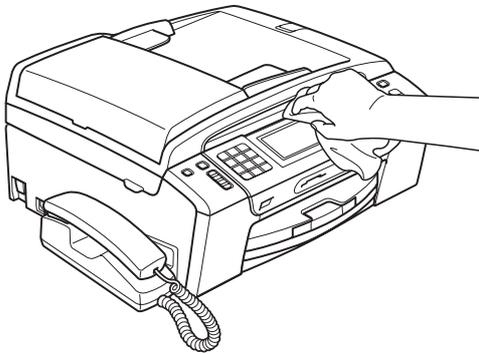
! IMPORTANT

- Use neutral detergents. Cleaning with volatile liquids such as thinner or benzine will damage the outside surface of the machine.
- DO NOT use cleaning materials that contain ammonia.
- DO NOT use isopropyl alcohol to remove dirt from the control panel. It may crack the panel.

- 1 Pull the paper tray (1) completely out of the machine.

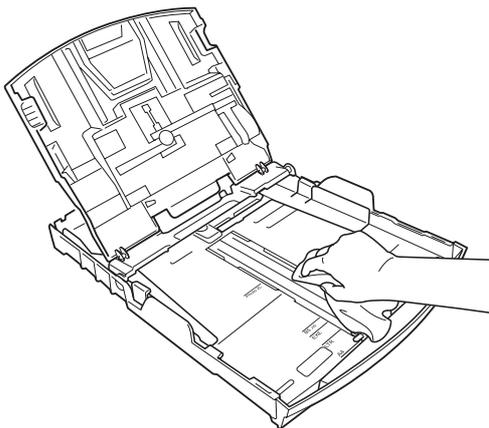


- 2 Wipe the outside of the machine with a dry lint-free soft cloth to remove dust.



- 3 Lift the output paper tray cover and remove anything that is stuck inside the paper tray.

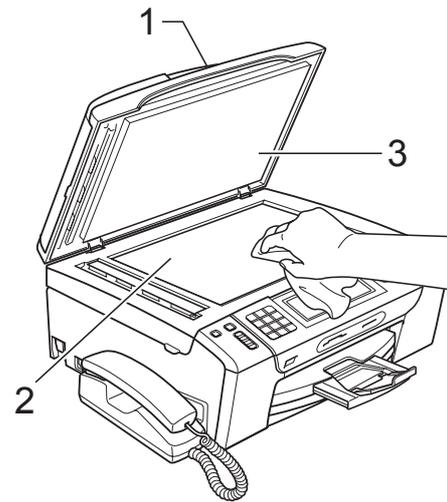
- 4 Wipe the paper tray with a dry lint-free soft cloth to remove dust.



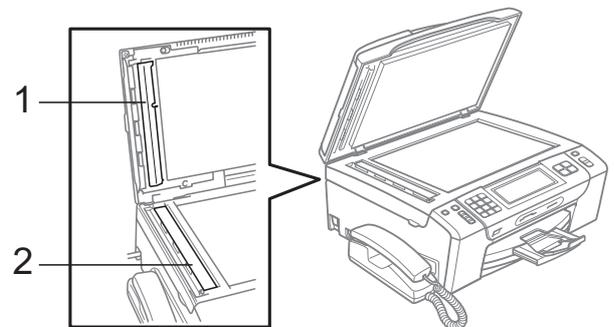
- 5 Close the output paper tray cover and put the paper tray firmly back in the machine.

Cleaning the scanner

- 1 Lift the document cover (1). Clean the scanner glass (2) and the white plastic (3) with a soft lint-free cloth moistened with a non-flammable glass cleaner.



- 2 In the ADF unit, clean the white bar (1) and the glass strip (2) with a lint-free cloth moistened with a non-flammable glass cleaner.



Note

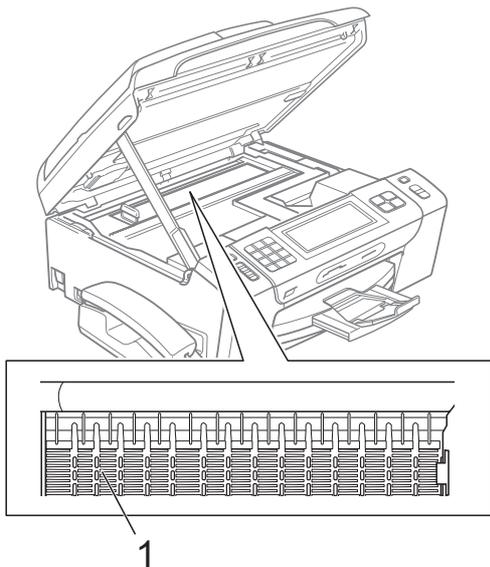
In addition to cleaning the scanner glass and glass strip with a non-flammable glass cleaner, run your finger tip over the glass to see if you can feel anything on it. If you feel dirt or debris, clean the glass again concentrating on that area. You may need to repeat the cleaning process three or four times. To test, make a copy after each cleaning attempt.

Cleaning the machine's printer platen

⚠ CAUTION

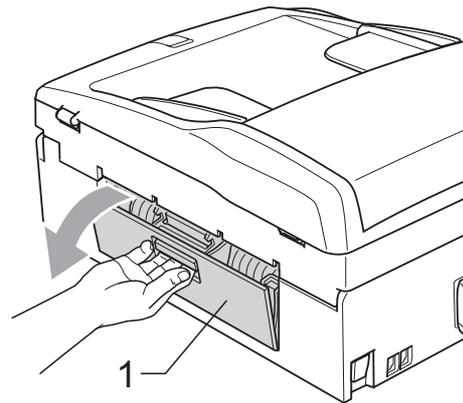
Be sure to unplug the machine from the AC power outlet before cleaning the printer platen (1) to avoid an electrical shock.

- 1 Lift the scanner cover until it locks securely in the open position.
- 2 Clean the machine's printer platen (1) and the area around it, wiping off any scattered ink with a soft, dry lint-free cloth.

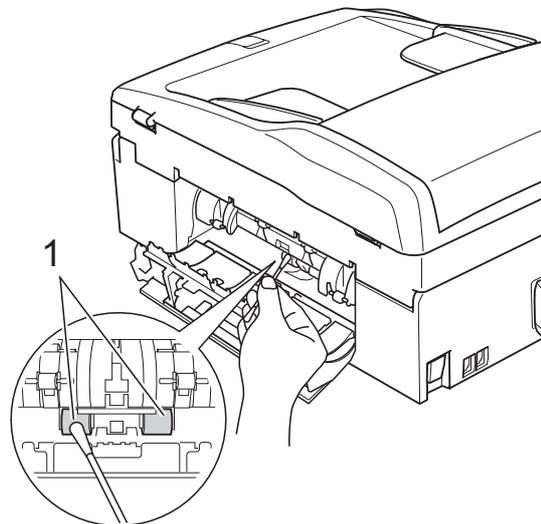


Cleaning the paper pick-up rollers

- 1 Pull the paper tray completely out of the machine.
- 2 Unplug the machine from the AC power outlet and open the Jam Clear Cover (1) at the back of the machine.



- 3 Clean the Paper Pick-up Rollers (1) with isopropyl alcohol on a cotton swab.



- 4 Close the Jam Clear Cover. Make sure the cover is closed properly.
- 5 Put the paper tray firmly back in the machine.
- 6 Re-connect the power cord.

Cleaning the print head

To maintain good print quality, the machine will automatically clean the print head when needed. You can start the cleaning process manually if there is a print quality problem.

Clean the print head and ink cartridges if you get a horizontal line in the text or graphics or blank text on your printed pages. You can clean Black only, three colors at a time (Cyan/Yellow/Magenta), or all four colors at once.

Cleaning the print head consumes ink. Cleaning too often uses ink unnecessarily.

! IMPORTANT

DO NOT touch the print head. Touching the print head may cause permanent damage and may void the print head's warranty.

- 1 Press **INK**.
- 2 Press **Cleaning**.
- 3 Press **Black**, **Color** or **All**.
The machine cleans the print head. When cleaning is finished, the machine will go back to the Ready Screen automatically.

Note

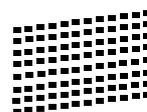
If you clean the print head at least five times and the print has not improved, try installing a new Genuine Brother Innobella™ replacement cartridge for each problem color. Try cleaning the print head again up to five more times. If the print has not improved call Brother Customer Service. (See *Brother numbers* on page i.)

Checking the print quality

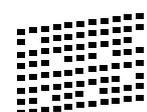
If faded or streaked colors and text appear on your output, some of the nozzles may be clogged. You can check this by printing the Print Quality Check Sheet and looking at the nozzle check pattern.

- 1 Press **INK**.
- 2 Press **Test Print**.
- 3 Press **Print Quality**.
- 4 Press **Color Start**.
The machine begins printing the Print Quality Check Sheet.
- 5 Check the quality of the four color blocks on the sheet.
- 6 The LCD asks you if the print quality is OK.
Do one of the following:
 - If all lines are clear and visible, press **Yes** to finish the Print Quality check and go to step 10.
 - If you can see missing short lines as shown below, press **No**.

OK



Poor



- 7 The LCD asks you if the print quality is OK for black and three colors.
Press **Yes** or **No**.
- 8 The LCD asks you if you want to start cleaning.
Press **Color Start**.
The machine starts cleaning the print head.

- 9 After cleaning is finished, press **Color Start**.
The machine starts printing the Print Quality Check Sheet again and then return to step 5.

- 10 Press **Stop/Exit**.
If you repeat this procedure at least five times and the print quality is still poor, replace the ink cartridge for the clogged color.
After replacing the ink cartridge, check the print quality. If the problem still exists, repeat the cleaning and test print procedures at least five times for the new ink cartridge. If ink is still missing, call Brother Customer Service. (See *Brother numbers* on page i.)

! IMPORTANT

DO NOT touch the print head. Touching the print head may cause permanent damage and may void the print head's warranty.

Note



When a print head nozzle is clogged the printed sample looks like this.



After the print head nozzle is cleaned, the horizontal lines are gone.

Checking the print alignment

You may need to adjust the print alignment after transporting the machine, or if your printed text becomes blurred or images become faded.

- 1 Press **INK**.
- 2 Press **Test Print**.
- 3 Press **Alignment**.
- 4 Press **Black Start** or **Color Start**.
The machine starts printing the Alignment Check Sheet.
- 5 Check the 600 dpi and 1200 dpi test prints to see if number 5 most closely matches number 0.
- 6 Do one of the following:
 - If the number 5 samples of both the 600 dpi and 1200 dpi test prints are the best matches, press **Yes** to finish the Alignment Check and go to step 9.
 - If another test print number is a better match for either 600 dpi or 1200 dpi, press **No** to choose it.
- 7 For 600 dpi, press the number of the test print that most closely matches the number 0 sample (1-8).
- 8 For 1200 dpi, press the number of the test print that most closely matches the number 0 sample (1-8).
- 9 Press **Stop/Exit**.

Checking the ink volume

Although an ink volume icon appears on the LCD, you can use the ink menu to see a large graph showing the ink that is left in each cartridge.

- 1 Press **INK**.
- 2 Press **Ink Volume**.
The LCD shows the ink volume.
- 3 Press **Stop/Exit**.



Note

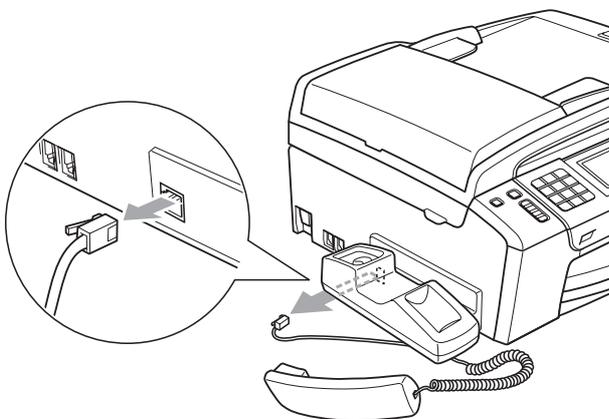
You can check the ink volume from your computer. (See *Printing for Windows®* or *Printing and Faxing for Macintosh* in the *Software User's Guide* on the CD-ROM.)

Uninstalling and installing the handset and handset cradle

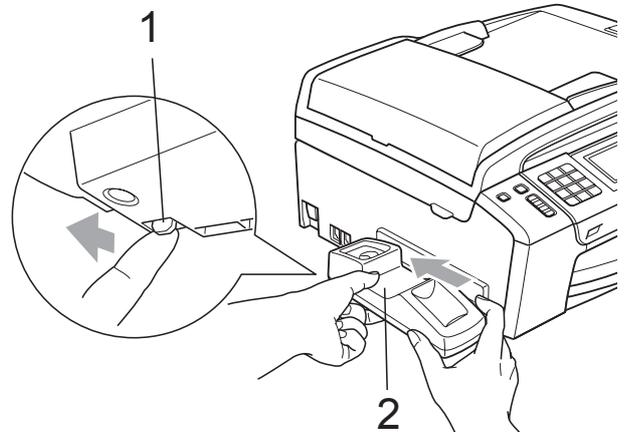
If you do not use the handset you can remove the handset and handset cradle.

Uninstalling the handset and handset cradle

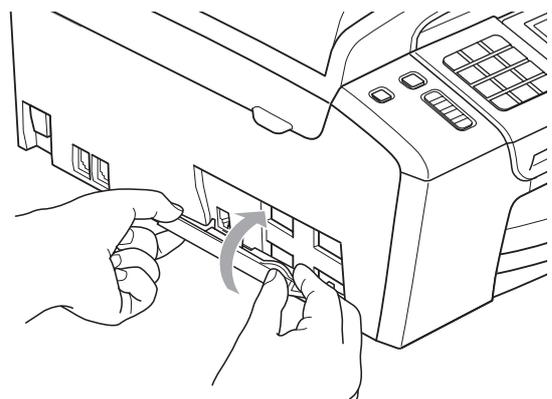
- 1 Unplug the curled handset cord from the machine.



- 2 Pull the tab (1) back and hold it in position as you push the cradle (2) to the back of the machine.

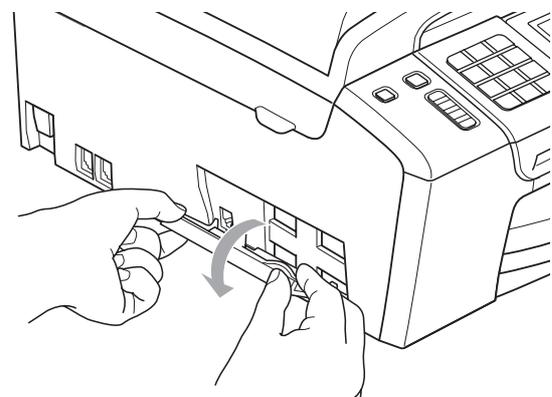


- 3 Attach the side cover.



Installing the handset and handset cradle

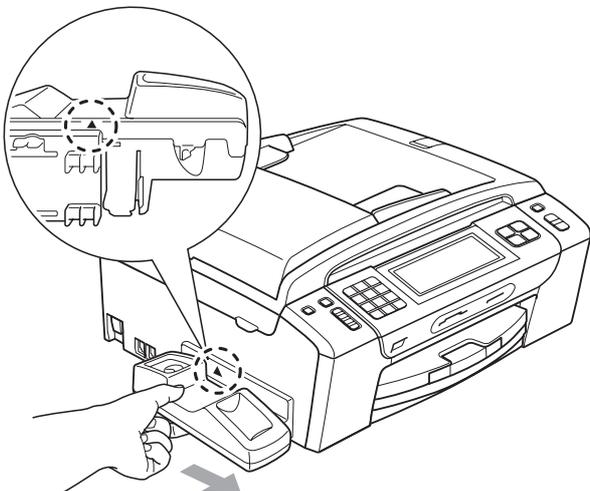
- 1 Remove the side cover.



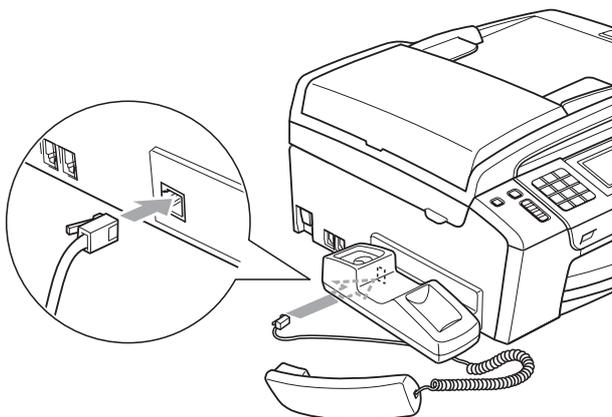
Note

If you cannot open the cover with your hand, use a coin to open it.

- 2 Align the recessed arrows on the cradle with those on the machine, and then slide the cradle toward the front of the machine until it clicks into place.



- 3 Connect the curled handset cord to the machine.



Machine Information

Checking the serial number

You can see the machine's serial number on the LCD.

- 1 Press **MENU**.
- 2 Press **▲** or **▼** to display `Machine Info.`
- 3 Press `Machine Info.`
- 4 Press **Stop/Exit**.

Reset functions

The following reset functions are available:

1 Network

You can reset the print server back to its default factory settings such as the IP address information.

2 Speed Dial&Fax

Speed Dial & Fax resets the following settings:

- Speed Dial
(Speed-Dial and Groups)
- Programmed fax jobs in the memory
(Polled Transmit, Delayed Fax and Delayed Batch Transmission)
- Station ID
(Name and Number)
- Remote Fax Options
(Fax Forwarding and Paging)
- Report settings
(Transmission Verification Report, Quick Dial List and Fax Journal)
- Message Center
(OGM, ICM and Recorded Calls)
- Faxes in the memory

■ Call History

(Call ID history and Outgoing Call history)

3 All Settings

You can reset all the machine settings back to the settings that were set at the factory.

Brother strongly recommends you use this operation when you dispose of the machine.



Note

Unplug the interface cable before you choose *Network* or *All Settings*.

How to reset the machine

- 1 Press *MENU*.
- 2 Press ▲ or ▼ to display *Initial Setup*.
- 3 Press *Initial Setup*.
- 4 Press ▲ or ▼ to display *Reset*.
- 5 Press *Reset*.
- 6 Press the reset function you want to use.
- 7 Press *Yes*.
- 8 Press *Yes* for 2 seconds to confirm to reset.

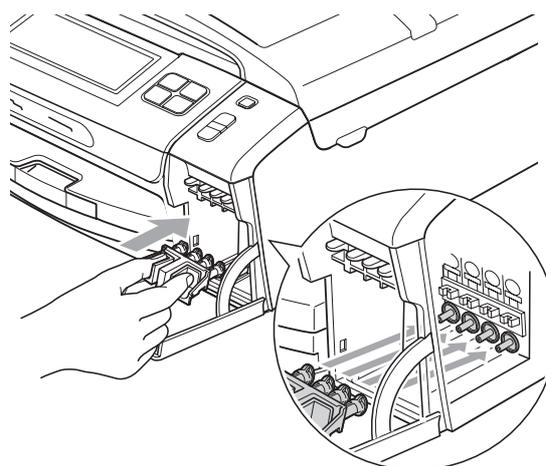
Packing and shipping the machine

When you transport the machine, use the packing materials that came with your machine. If you do not pack the machine properly, you may void your warranty.

! IMPORTANT

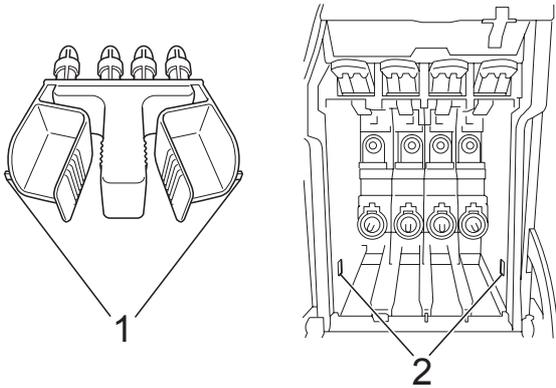
It is important to allow the machine to 'park' the print head after a print job. Listen carefully to the machine before unplugging it to make sure that all mechanical noise has stopped. Not allowing the machine to finish this parking process may lead to print problems and possible damage to the print head.

- 1 Open the ink cartridge cover.
- 2 Press the ink release lever to release the ink cartridge and take out the ink cartridges. (See *Replacing the ink cartridges* on page 162.)
- 3 Install the green protective part and then close the ink cartridge cover.



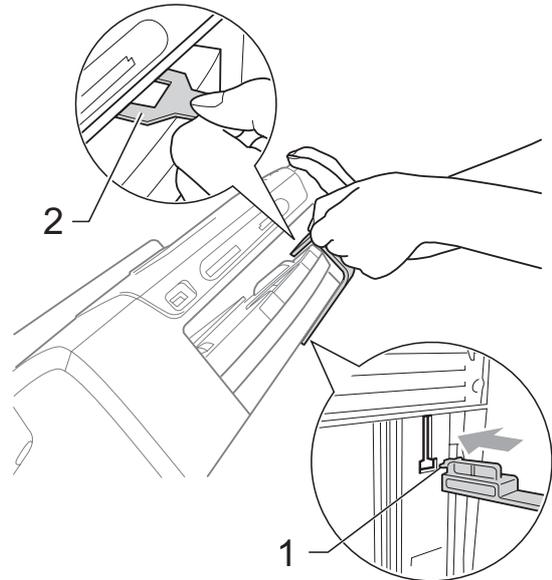
! IMPORTANT

- Make sure that the plastic tabs on both sides of the green protective part (1) have securely clicked into place (2).



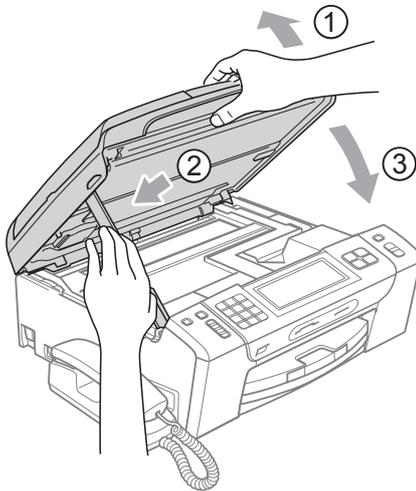
- If you are not able to find the green protective part, DO NOT remove the ink cartridges before shipping. It is essential that the machine be shipped with either the green protective part or the ink cartridges in position. Shipping without them will cause damage to your machine and may void your warranty.

- 4 Lift the machine from the front and hook the tab of the green protective part into the keyed opening (1) on the bottom of the paper tray. Then latch the protective part over the raised portion of the paper tray (2).

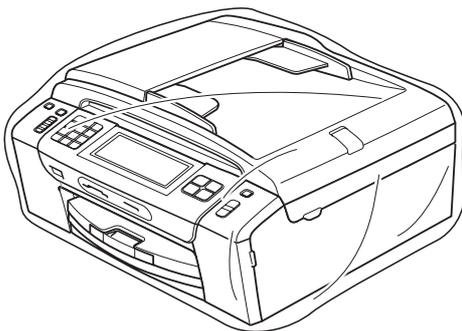


- 5 Unplug the machine from the telephone wall jack and take the telephone line cord out of the machine.
- 6 Unplug the machine from the AC power outlet.
- 7 Using both hands, use the plastic tabs on both sides of the machine to lift the scanner cover until it locks securely into the open position. Then unplug the interface cable from the machine, if it is connected.

- 8 Lift the scanner cover (①) to release the lock. Gently push the scanner cover support down (②) and close the scanner cover (③) using both hands.



- 9 Wrap the machine in the bag.



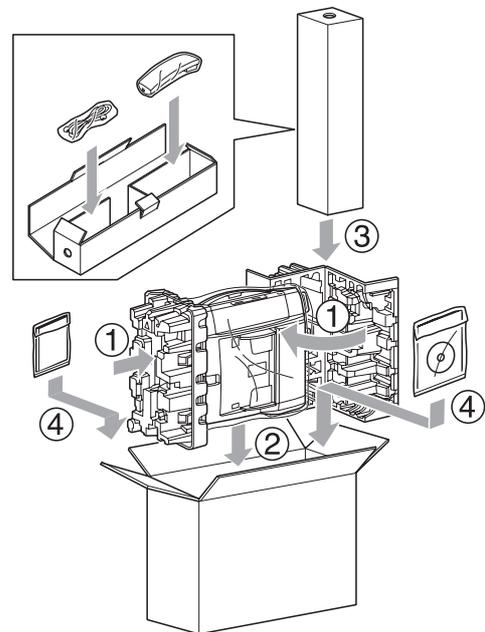
- 10 Pack the machine and the printed materials in the original carton with the original packing material as shown in the illustration.

Do not pack the used ink cartridges in the carton.



Note

If you are returning your machine to Brother as part of the Exchange Service, pack *only* the machine. Keep all separate parts and printed materials to use with your 'Exchange' machine.



- 11 Close the carton and tape it shut.

B

C

Menu and Features

On-screen programming

Your machine is designed to be easy to operate with LCD on-screen programming using the menu buttons on the Touchscreen. User-friendly programming helps you take full advantage of all the menu selections your machine has to offer.

Since your programming is done on the LCD, we have created step-by-step on-screen instructions to help you program your machine. All you need to do is follow the instructions as they guide you through the menu selections and programming options.

Menu table

You can program your machine by using the Menu table that begins on page 175. These pages list the menu selections and options.

Memory storage

Even if there is a power failure, you will not lose the settings you have chosen using the Menu key because they are stored permanently. Also, you will not lose your settings in the PhotoCapture, Fax and Copy mode key menus if you have chosen Set New Default.

! IMPORTANT

During a power failure the machine will retain messages that are in the memory for approximately 24 hours.

Mode and menu keys

	Access the main menu.
	Access each mode and its menu of temporary settings.
 Stop/Exit	Exit the menu or stop the current operation.

Menu table

The menu table will help you understand the menu selections and options that are found in the machine's programs. The factory settings are shown in Bold with an asterisk.

MENU ()

Level1	Level2	Level3	Options	Descriptions	Page	
General Setup	Mode Timer	—	Off	Sets the time to return to Fax mode.	23	
			0 Sec			
			30 Secs			
			1 Min			
	Paper Type	—	—	Plain Paper*	Sets the type of paper in the paper tray.	24
				Inkjet Paper		
				Brother BP71		
				Other Glossy Transparency		
	Paper Size	—	—	Letter*	Sets the size of the paper in the paper tray.	24
				Legal		
A4						
A5 4"x6"						
Volume	Ring	—	Off	Adjusts the ring volume.	25	
			Low			
	Beeper	—	—	Med*	Adjusts the volume level of the beeper.	25
				High		
Speaker	—	—	Off	Adjusts the volume level of the speaker.	26	
			Low			
Handset	—	—	Med*	Adjusts the handset volume.	26	
			High			



The factory settings are shown in Bold with an asterisk.

Level1	Level2	Level3	Options	Descriptions	Page
General Setup (Continued)	Volume (Continued)	Volume Amplify	On (Permanent/ Temporary) Off*	For the hearing-impaired, you can set the volume to the Volume Amplify: On setting on a permanent or temporary basis.	27
		Auto Daylight	—	On Off*	Change this setting to On if you want the machine to change automatically for Daylight Savings Time.
	LCD Settings	Backlight	Light* Med Dark	You can adjust the brightness of the LCD backlight.	29
		Dim Timer	Off 10 Secs 20 Secs 30 Secs*	You can set how long the LCD backlight stays on after you go back to the Ready screen.	29
	Sleep Mode	—	1 Min 2 Mins 3 Mins 5 Mins* 10 Mins 30 Mins 60 Mins	You can choose how long the machine must be idle before it goes into sleep mode.	28
Fax	Setup Receive	Ring Delay	Ring Delay 0 1 2 3 4*	Sets the number of rings before the machine answers in Fax Only or Fax/Tel mode.	47
			Toll Saver On Off*	Cost saving feature: the machine rings 2 times if there are messages and 4 times if there are no messages, so you can hang up and not pay for the call.	86
 The factory settings are shown in Bold with an asterisk.					

Level1	Level2	Level3	Options	Descriptions	Page
Fax (Continued)	Setup Receive (Continued)	F/T Ring Time	20 Secs* 30 Secs 40 Secs 70 Secs	Sets the pseudo/double-ringing time in Fax/Tel mode.	47
		Easy Receive	On* Semi Off	Receives fax messages automatically when you answer a call and hear fax tone.	48
		Remote Codes	On* (*51, #51) Off	Allows you to answer all calls at an extension or external telephone and use codes to turn the machine on or off. You can personalize these codes.	71
		Auto Reduction	On* Off	Reduces the size of incoming faxes.	56
		Memory Receive	Off* Fax Forward Paging Fax Storage PC Fax Receive	You can set the machine to either forward fax messages, call your pager, store incoming faxes in the memory (so you can retrieve them while you are away from your machine), or send faxes to your PC. If you choose Fax Forward or PC Fax Receive, you can turn on the Backup Print safety feature.	49
		Fax Preview	On Off*	You can preview faxes.	53
 The factory settings are shown in Bold with an asterisk.					

Level1	Level2	Level3	Options	Descriptions	Page	
Fax (Continued)	Report Setting	Transmission	On On+Image Off* Off+Image	Initial setup for Transmission Verification Report and Fax Journal Report.	88	
		Journal Period	Off Every 50 Faxes* Every 6 Hours Every 12 Hours Every 24 Hours Every 2 Days Every 7 Days		88	
	Print Fax	—	—	Prints incoming faxes stored in the memory.	57	
	Remote Access	—	---*	Set your own code for Remote Retrieval.	57	
	Remaining Jobs	—	—	Check which jobs are in the memory and lets you cancel chosen jobs.	41	
	Setup Msg Ctr	OGM	Msg Ctr OGM F/T OGM	Play/Record or erase the outgoing message.	81	
		ICM Max.Time	30 Secs* 60 Secs 120 Secs 180 Secs	Choose the maximum length of incoming messages.	86	
		ICM Rec.Monitr	On* Off	Allows you to turn the speaker volume for voice messages as they come in On or Off.	87	
	Miscellaneous	Mem Security	—	Prohibits most functions except receiving faxes into memory.	31	
		Distinctive	Set (On) Off*	Uses the Telephone company's Distinctive Ring subscriber service to register the ring pattern with the machine.	63	
		Area Code (USA only)	---	Set up your 3-digit area code only if you do not dial it within your own area code.	66	
	 The factory settings are shown in Bold with an asterisk.					

Network menu

Level1	Level2	Level3	Level4	Options	Descriptions
Network	Wired LAN	TCP/IP	BOOT Method	Auto* Static RARP BOOTP DHCP	Chooses the BOOT method that best suits your needs.
			IP Address	[000-255]. [000-255]. [000-255]. [000-255]	Enter the IP address.
			Subnet Mask	[000-255]. [000-255]. [000-255]. [000-255]	Enter the Subnet mask.
			Gateway	[000-255]. [000-255]. [000-255]. [000-255]	Enter the Gateway address.
			Node Name	BRNXXXXXXXXXXXX	Enter the Node name.
			WINS Config	Auto* Static	Chooses the WINS configuration mode.
			WINS Server	(Primary) 000.000.000.000 (Secondary) 000.000.000.000	Specifies the IP address of the primary or secondary server.
			DNS Server	(Primary) 000.000.000.000 (Secondary) 000.000.000.000	Specifies the IP address of the primary or secondary server.
			APIPA	On* Off	Automatically allocates the IP address from the link-local address range.
See <i>Network User's Guide on the CD-ROM</i>					
 The factory settings are shown in Bold with an asterisk.					

Level1	Level2	Level3	Level4	Options	Descriptions	
Network (Continued)	Wired LAN (Continued)	Ethernet	—	Auto* 100B-FD 100B-HD 10B-FD 10B-HD	Chooses the Ethernet link mode.	
		MAC Address	—	—	You can see your machine's MAC address from the LCD.	
	WLAN	TCP/IP	BOOT Method		Auto* Static RARP BOOTP DHCP	Chooses the BOOT method that best suits your needs.
			IP Address		[000-255]. [000-255]. [000-255]. [000-255]	Enter the IP address.
			Subnet Mask		[000-255]. [000-255]. [000-255]. [000-255]	Enter the Subnet mask.
			Gateway		[000-255]. [000-255]. [000-255]. [000-255]	Enter the Gateway address.
			Node Name		BRWXXXXXXXXXXXXX	Enter the Node name.
			WINS Config		Auto* Static	Chooses the WINS configuration mode.
			WINS Server		(Primary) 000.000.000.000 (Secondary) 000.000.000.000	Specifies the IP address of the primary or secondary server.
			DNS Server		(Primary) 000.000.000.000 (Secondary) 000.000.000.000	Specifies the IP address of the primary or secondary server.
	See <i>Network User's Guide on the CD-ROM</i>					
	 The factory settings are shown in Bold with an asterisk.					

Level1	Level2	Level3	Level4	Options	Descriptions	
Network (Continued)	WLAN (Continued)	TCP/IP (Continued)	APIPA	On* Off	Automatically allocates the IP address from the link-local address range.	
		Setup Wizard	—	—	You can configure your print server.	
		SES/WPS/AOSS	—	—	You can easily configure your wireless network settings using the one-button push method.	
		WPS w/PIN Code	—	—	You can easily configure your wireless network settings using WPS with a PIN code.	
		WLAN Status	Status	—	You can see the current wireless network status.	
			Signal	—	You can see the current wireless network signal strength.	
			SSID	—	You can see the current SSID.	
			Comm. Mode	—	You can see the current Communication Mode.	
		MAC Address	—	—	You can see your machine's MAC address from the LCD.	
		Network I/F	—	Wired LAN* WLAN	—	You can choose the network connection type.
	Network Reset	—	—	—	Restores all wired and wireless network settings to the factory default.	
	<i>See Network User's Guide on the CD-ROM</i>					
		The factory settings are shown in Bold with an asterisk.				

MENU () (continued)

Level1	Level2	Level3	Options	Descriptions	Page
Print Reports	Transmission	—	—	Prints these lists and reports.	88
	Help List	—	—		
	Quick Dial	—	Alphabetical Order Numerical Order		
	Fax Journal	—	—		
	User Settings	—	—		
	Network Config	—	—		
	Caller ID hist.	—	—		
Machine Info.	Serial No.	—	—	Lets you check the serial number of your machine.	170
Initial Setup	Receive Mode	—	Fax Only* Fax/Tel Manual	Choose the receive mode that best suits your needs.	44
	Date&Time	—	—	Puts the date and time on the LCD and in headings of faxes you send.	See <i>Quick Setup Guide</i>
	Station ID	—	Fax: Name:	Set your name and fax number to appear on each page you fax.	
	Tone/Pulse (Canada only)	—	Tone* Pulse	Choose the dialing mode.	
	Dial Tone	—	Detection No Detection*	You can shorten the dial tone detect pause.	150
	Compatibility	—	High* Normal Basic (for VoIP)	Adjusts the modem speed to help resolve transmission problems.	150



The factory settings are shown in Bold with an asterisk.

Level1	Level2	Level3	Options	Descriptions	Page
Initial Setup (Continued)	Reset	Network	—	Resets the print server back to its factory default settings, such as the password and IP address information.	170
		Speed Dial&Fax	—	Deletes all stored Speed Dial numbers and restores the Station ID, Quick Dial List, Transmission Verification Report and Fax Journal back to the factory default settings.	
		All Settings	—	Resets all the machine's settings back to the settings that were set at the factory.	
	Local Language (US only)	—	English* Spanish	Allows you to change the LCD language.	See <i>Quick Setup Guide</i>
	Local Language (Canada only)	—	English* French	Allows you to change the LCD language.	See <i>Quick Setup Guide</i>
 The factory settings are shown in Bold with an asterisk.					

Fax

Level1	Level2	Level3	Options	Descriptions	Page
Record (Appears only when the handset is up or Speaker Phone is pressed.)	—	—	—	You can record your conversation.	84
Volume (Appears only when the handset is up or Speaker Phone is pressed.)	Speaker	—	Off Low Med* High	Adjusts the volume level of the speaker.	26
	Handset	—	Low* High	Adjusts the handset volume.	26
	Volume Amplify	—	On (Permanent/ Temporary) Off*	For the hearing-impaired, you can set the volume to the Volume Amplify: On setting on a permanent or temporary basis.	27
Fax Resolution	—	—	Standard* Fine S.Fine Photo	Sets the resolution for outgoing faxes.	39
Contrast	—	—	Auto* Light Dark	Changes the lightness or darkness of faxes you send.	39
Broadcasting (Does not appear when handset is up or Speaker Phone is pressed.)	Add Number Speed Dial	—	—	You can send the same fax message to more than one fax number.	37
Preview	—	—	On Off*	You can preview a fax message before send it.	36
Delayed Fax	—	—	On (00:00) Off*	Sets the time of day in 24-hour format that the delayed faxes will be sent.	41
Batch TX	—	—	On Off*	Combines delayed faxes to the same fax number at the same time of day into one transmission.	41
Real Time TX	—	—	On Off*	You can send a fax without using the memory.	40



The factory settings are shown in Bold with an asterisk.

Level1	Level2	Level3	Options	Descriptions	Page		
Polled TX	—	—	On Off*	Sets up your machine with an document to be retrieved by another fax machine.	92		
Polling RX	—	—	On Off*	Sets up your machine to poll another fax machine.	90		
Overseas Mode	—	—	On Off*	If you are having difficulty sending faxes overseas, set this to On.	41		
Glass ScanSize	—	—	Letter* A4	Adjust the scan area of the scanner glass to the size of the document.	35		
Set New Default	—	—	—	You can save your fax settings.	42		
Factory Reset	—	—	—	You can restore all settings to the factory settings.	42		
Call History	Outgoing Call	Send a fax	—	You can choose a number from the Outgoing Call history and then make a telephone call to it, send a fax to it, add it to Speed Dial, or delete it.	74		
		Make a phone call	—				
		More	Add to Speed Dial Delete				
	Caller ID hist.	Send a fax	—			You can choose a number from the Caller ID history and then make a telephone call to it, send a fax to it, add it to Speed Dial, or delete it.	74
		Make a phone call	—				
		More	Add to Speed Dial Delete				
Speed Dial	More	Set Speed Dial	—	You can set up dial by pressing only a few keys.	75		
		Setup Groups	—	You can set up a Group numbers for Broadcasting.	78		
		Change	—	You can change Speed Dial numbers.	77		
		Delete	—	You can delete Speed Dial numbers.	77		
	(Press a Speed Dial number)	Send a fax	—	You can send a fax after pressing Black Start or Color Start .	73		
		Make a phone call	—	You can make a telephone call.	73		
 The factory settings are shown in Bold with an asterisk.							

Scan ()

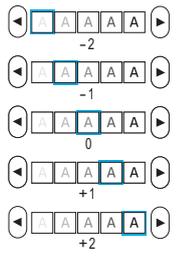
Level1	Option1	Option2	Option3	Descriptions	Page
Scan to E-mail	—	—	—	You can scan a black & white or a color document into your E-mail application.	See <i>Software User's Guide on the CD-ROM</i>
Scan to Image	—	—	—	You can scan a color picture into your graphics application.	
Scan to OCR	—	—	—	You can have your text document converted to an editable text file.	
Scan to File	—	—	—	You can scan a black & white or a color document into your computer.	
Scan to Media (when a memory card or USB Flash memory drive is inserted)	Quality	—	Color 150 dpi* Color 300 dpi Color 600 dpi B/W 200x100 dpi B/W 200 dpi	You can choose the scan resolution, file format for your document.	117
	File Type	—	(If you chose color option in Quality setting) PDF* JPEG		
			(If you chose B&W option in Quality setting) TIFF PDF*		
	File Name	—	—	You can rename the file.	
	Auto Crop	—	On Off*	Scan multiple documents placed on the scanner glass to a memory card or USB Flash memory drive at a time.	118
	Set New Default	—	—	You can save your scan settings as the default settings.	119
Factory Reset	—	—	You can restore all settings to the original factory default settings.	119	
 The factory settings are shown in Bold with an asterisk.					

Copy ()

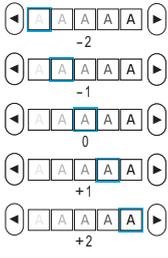
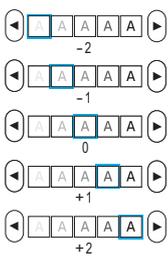
Level1	Level2	Level3	Options	Descriptions	Page
Quality	—	—	Fast Normal* Best	Choose the Copy resolution for the next copy.	95
Enlarge/Reduce	100%*	—	—	—	96
	Enlarge	—	198% 4"x6" → A4 186% 4"x6" → LTR 104% EXE → LTR	You can choose the enlargement ratio for the next copy.	96
	Reduce	—	97% LTR → A4 93% A4 → LTR 83% LGL → A4 78% LGL → LTR 46% LTR → 4"x6"	You can choose the reduction ratio for the next copy.	96
	Fit to Page	—	—	Your machine will adjust the size automatically to the paper size you set.	96
	Custom (25-400%)	—	—	You can enter an enlargement or reduction ratio.	96
Paper Type	—	—	Plain Paper* Inkjet Paper Brother BP71 Other Glossy Transparency	Choose the paper type that matches the paper in the tray.	99
Paper Size	—	—	Letter* Legal A4 A5 4"x6"	Choose the paper size that matches the paper in the tray.	99
 The factory settings are shown in Bold with an asterisk.					

Level1	Level2	Level3	Options	Descriptions	Page
Brightness	—	—		Adjusts the brightness of copies.	98
Contrast	—	—		Adjusts the contrast of copies.	98
Ink Save Mode	—	—	On Off*	You can save same ink.	99
Stack/Sort	—	—	Stack* Sort	You can choose to stack or sort multiple copies.	98
Page Layout	—	Off (1in1)* 2in1 (P) 2in1 (L) 4in1 (P) 4in1 (L) Poster (3 x 3)	—	You can make N in 1 or Poster copies.	96
Book Copy	On	—	—	Corrects dark borders and skew when copying from the scanner glass.	100
	On (Preview)	(Skew Adjustment)	—		
	Off*	—	—		
Watermark Copy	Use Watermark	—	See the watermark copy settings in the following table.	You can place a logo or text into your document as a Watermark.	100
	Edit Template	—			
	Use Image	Scan Media			
Favorite Settings	Store	—	Favorite:1	You can save your Favorite settings.	101
	Rename	—	Favorite:2 Favorite:3		
The factory settings are shown in Bold with an asterisk.					

Watermark Copy Settings

Option1	Option2	Option3	Option4	Descriptions	Page
Edit Template	—	Text	CONFIDENTIAL* DRAFT COPY	Places a text into your document as a Watermark using a template.	100
	—	Position	A B C D E* F G H I Pattern		
	—	Size	Small Medium* Large		
	—	Angle	-90° -45°* 0° +45° +90°		
	—	Transparency			
	—	Color	Yellow Green Orange Black* Blue Red Purple		
 The factory settings are shown in Bold with an asterisk.					

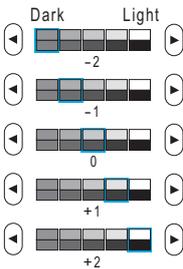
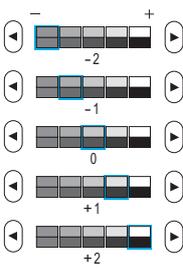
C

Option1	Option2	Option3	Option4	Descriptions	Page
Use Image	Scan (Set page and press start)	Transparency		Places a logo or text into your document as a Watermark using a scanned image.	100
	Media	Position	A B C D E* F G H I Pattern	Places a logo or text into your document as a Watermark using an image from removable media.	
		Size	Small Medium* Large		
		Angle	-90° -45°* 0° +45° +90°		
		Transparency			
 The factory settings are shown in Bold with an asterisk.					

PhotoCapture ()

Level1	Level2	Level3	Options	Descriptions	Page
View Photos	 (Slide Show)	 Auto Correct	See the print settings in the following table.	The machine starts a Slide Show of your photos.	107
				The machine decides the appropriate effect for your photo.	109
	 (Print All)			You can print all photos in your memory card or USB Flash memory drive.	107
Enhance Photos	Enhance	 Auto Correct	See the print settings in the following table.	You can adjust your photos with these settings.	109
		 Enhance Skin			
	 Remove Red-Eye				
		 Enhance Scenery			
		 Monochrome			
		 Sepia			
		 Auto Correct & Remove Red-Eye			
	Trim	—		You can trim your photo and print a part of the image.	109
Index Print	Index Sheet	6 Images/Line* 5 Images/Line	See the print settings in the following table.	You can print a thumbnail page.	108
	Print Photos	—		You can print an individual image.	109
 The factory settings are shown in Bold with an asterisk.					

Print Settings

Option1	Option2	Option3	Option4	Descriptions	Page
Print Quality (Does not appear for DPOF printing.)	Normal Photo*	—	—	Choose the print quality.	112
Paper Type	Plain Paper Inkjet Paper Brother BP71 Other Glossy*	—	—	Choose the paper type.	112
Paper Size	4"x 6"* 5"x 7" Letter A4	(When Letter or A4 is chosen) 3"x 4" 3.5"x 5" 4"x 6" 5"x 7" 6"x 8" Max. Size*	—	Choose the paper and print size.	112
Brightness (Does not appear when Enhance Photos is chosen.)	 <p>Dark Light</p> <p>-2</p> <p>-1</p> <p>0</p> <p>+1</p> <p>+2</p>	—	—	Adjusts the brightness.	113
Contrast (Does not appear when Enhance Photos is chosen.)	 <p>- +</p> <p>-2</p> <p>-1</p> <p>0</p> <p>+1</p> <p>+2</p>	—	—	Adjusts the contrast.	113
 The factory settings are shown in Bold with an asterisk.					

Option1	Option2	Option3	Option4	Descriptions	Page
True2Life (Does not appear when Enhance Photos is chosen.)	On Off*	White Balance		Adjusts the hue of the white areas.	113
		Sharpness		Enhances the detail of the image.	
		Color Density		Adjusts the total amount of color in the image.	
Cropping	On* Off	—	—	Crops the image around the margin to fit the paper size or print size. Turn this feature off if you want to print whole images or prevent unwanted cropping.	115
Borderless	On* Off	—	—	Expands the printable area to fit the edges of the paper.	115
Print Date (Does not appear when DPOF Print is chosen.)	On Off*	—	—	Prints the date on your photo.	115
Set New Default	—	—	—	You can save your print settings.	116
Factory Reset	—	—	—	You can restore all the settings to factory settings.	119
The factory settings are shown in Bold with an asterisk.					

C

Speed Dial (Speed Dial)

Level1	Level2	Level3	Options	Descriptions	Page
Speed Dial	More	Set Speed Dial	—	You can set up dial by pressing only a few keys.	75
		Setup Groups	—	You can set up a Group numbers for Broadcasting.	78
		Change	—	You can change Speed Dial numbers.	77
		Delete	—	You can delete Speed Dial numbers.	77
	(Press a Speed Dial number)	Send a fax	—	You can send a fax after pressing Black Start or Color Start .	73
		Make a phone call	—	You can make a telephone call.	73
 The factory settings are shown in Bold with an asterisk.					

Call History (Call History)

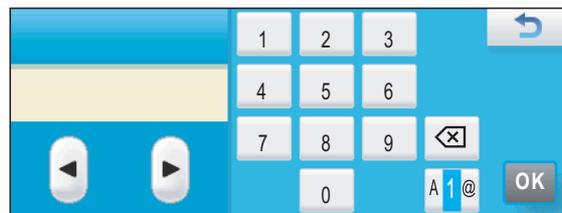
Level1	Level2	Level3	Options	Descriptions	Page
Call History	Outgoing Call	Send a fax	—	You can choose a number from the Outgoing Call history and then make a telephone call to it, send a fax to it, add it to Speed Dial, or delete it.	74
		Make a phone call	—		
		More	Add to Speed Dial Delete		
	Caller ID hist.	Send a fax	—	You can choose a number from the Caller ID history and then make a telephone call to it, send a fax to it, add it to Speed Dial, or delete it.	74
		Make a phone call	—		
		More	Add to Speed Dial Delete		
 The factory settings are shown in Bold with an asterisk.					

Entering Text

When you are setting certain menu selections, you may need to enter text into the machine.

Press **A1@** to choose numbers, letters or special characters. Up to six letters are assigned to each button on the LCD.

By pressing the correct button repeatedly, you can access the character you want.



Inserting spaces

To enter a space, press **A1@** to choose special characters, then press the space button **⏏** or **⏏**.



Note

The characters available may differ depending on your country.

Making corrections

If you entered an incorrect letter and want to change it, use the arrow buttons to move the cursor under the incorrect character. Then press **⏏**. Re-enter the correct character. You can also insert letters by moving the cursor and entering a character.

Repeating letters

If you need to enter a letter that is on the same button as the letter before it, press **▶** to move the cursor to the right before you press the same button again.

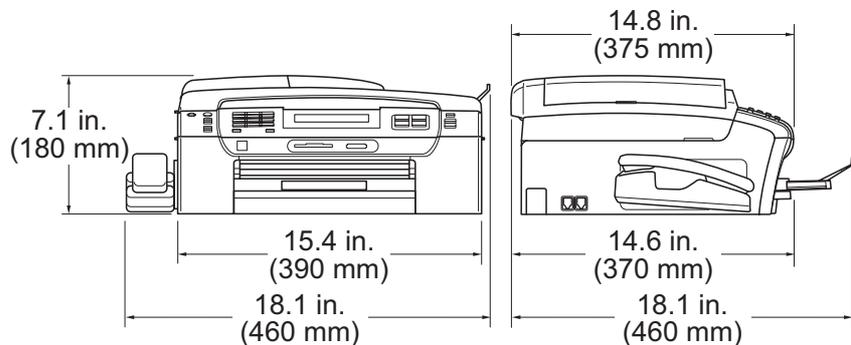
D

Specifications

General

Printer Type	Inkjet	
Print Method	Black:	Piezo with 94 × 1 nozzle
	Color:	Piezo with 94 × 3 nozzles
Memory Capacity	48 MB	
LCD (liquid crystal display)	Touchscreen 5 in. (120.7 mm) Color LCD ¹	
	Touchscreen active area: 4.95 in. (125.96 mm) ¹	
Power Source	AC 100 to 120 V 50/60 Hz	
Power Consumption	Off Mode:	Average 0.55 W
	Sleep Mode:	Average 4.5 W
	Standby:	Average 7 W
	Operating:	Average 30 W

Dimensions



Weight	19.0 lb (8.6 kg)	
Noise	Operating:	50 dB or less
Temperature	Operating:	50 °F - 95 °F (10 to 35 °C)
	Best Print Quality:	68 °F - 91 °F (20 to 33 °C)
Humidity	Operating:	20 - 80% (without condensation)
	Best Print Quality:	20 - 80% (without condensation)

¹ Measured diagonally

ADF (automatic document feeder)

For best results we recommend:

Up to 15 pages

Temperature: 68 °F - 86 °F (20 °C - 30 °C)

Humidity: 50% - 70%

Paper: 20 lb (80 g/m²) A4 or Letter size

Print media

Paper Input

Paper Tray

- Paper Type:
Plain Paper, Inkjet Paper (coated paper),
Glossy Photo Paper¹, Transparency^{1 2} and Envelopes
- Paper Size:
Letter, Legal, Executive, A4, A5, A6, JIS B5,
envelopes (commercial No.10, DL, C5, Monarch, JE4),
Photo 4" × 6", Photo 2L 5" × 7", Index card and
Postcard³

Width: 3 7/8 in. (98 mm) - 8.5 in. (215.9 mm)
Length: 5.8 in. (148 mm) - 14 in. (355.6 mm)

For more details, see *Paper weight, thickness and
capacity* on page 20.
- Maximum paper tray capacity:

Approx. 100 sheets of 20 lb (80 g/m²) plain paper

Photo Bypass Tray (USA)

Photo Paper Tray (Canada)

- Paper type:
Plain Paper, Inkjet Paper (coated paper) and Glossy
Paper¹
- Paper size:
Photo 4 × 6 in. and Photo L 3.5 × 5 in.

Width: 3.5 in. (89 mm) - 4.0 in. (101.6 mm)
Length: 5.0 in. (127 mm) - 6.0 in. (152.4 mm)
- Maximum paper tray capacity:

Up to 20 sheets

Paper Output

Up to 50 sheets of 20 lb (80 g/m²) plain paper (face up print
delivery to the output paper tray cover)¹

¹ For glossy photo paper or transparencies, we recommend removing printed pages from the output paper tray cover immediately after they exit the machine to avoid smudging.

² Use only transparencies recommended for inkjet printing.

³ See *Paper type and size for each operation* on page 19.

Fax

Compatibility	ITU-T Super Group 3
Coding System	MH/MR/MMR/JPEG
Modem Speed	Automatic Fallback 33600 bps
Document Size	ADF Width: 5.8 in. to 8.5 in. (148 mm to 215.9 mm) ADF Length: 5.8 in. to 14 in. (148 mm to 355.6 mm) Scanner Glass Width: Max. 8.5 in. (215.9 mm) Scanner Glass Length: Max. 11.7 in. (297 mm)
Scanning Width	8.2 in. (208 mm) (Letter)
Printing Width	8.2 in. (208 mm)
Gray Scale	Levels : 64 (Black & White) / 256 (Color)
Polling Types	Standard, Sequential: (Black only)
Contrast Control	Automatic/Light/Dark (manual setting)
Resolution	<ul style="list-style-type: none"> ■ Horizontal 203 dot/in. (8 dot/mm) ■ Vertical <ul style="list-style-type: none"> Standard <ul style="list-style-type: none"> 98 line/in. (3.85 line/mm) (Black) 196 line/in. (7.7 line/mm) (Color) Fine <ul style="list-style-type: none"> 196 line/in. (7.7 line/mm) (Black/Color) Photo <ul style="list-style-type: none"> 196 line/in. (7.7 line/mm) (Black) Superfine <ul style="list-style-type: none"> 392 line/in. (15.4 line/mm) (Black)
Speed Dial	100 stations × 2 numbers
Groups	Up to 6
Broadcasting ¹	250 stations
Automatic Redial	1 time after 5 minutes
Ring Delay	0, 1, 2, 3 or 4 rings
Communication Source	Public switched telephone network

Memory Transmission Up to 480²/400³ pages

Out of Paper Reception Up to 480²/400³ pages

¹ Black & White only

² 'Pages' refers to the 'Brother Standard Chart No. 1' (a typical business letter, Standard resolution, MMR code). Specifications and printed materials are subject to change without prior notice.

³ 'Pages' refers to the 'ITU-T Test Chart #1' (a typical business letter, Standard resolution, MMR code). Specifications and printed materials are subject to change without prior notice.

Message Center

Message Center	Yes
ICM Recording Time	Max. 29 minutes / Max. 99 messages (Max.180 secs / 1 message)
Toll Saver	Yes
Recording Conversation	Yes
OGM	Yes
OGM Recording Time	20 secs

D

Copy

Color/Black

Yes/Yes

Document Size

ADF Width: 5.8 in. to 8.5 in. (148 mm to 215.9 mm)

ADF Length: 5.8 in. to 14 in. (148 mm to 355.6 mm)

Scanner Glass Width: Max. 8.5 in. (215.9 mm)

Scanner Glass Length: Max. 11.7 in. (297 mm)

Copy Width: Max. 8.26 in. (210 mm)

Multiple Copies

Stacks/Sorts up to 99 pages

Enlarge/Reduce

25% to 400% (in increments of 1%)

Resolution

(Black & White)

- Scans up to 1200 × 1200 dpi

- Prints up to 1200 × 1200 dpi

(Color)

- Scans up to 600 × 1200 dpi

- Prints up to 600 × 1200 dpi

Ink Save Mode

Yes

PhotoCapture Center[®]

Compatible Media ¹	<p>CompactFlash[®] (4 MB - 16 GB) (Type I only) (Microdrive[™] is not compatible) (Compact I/O cards such as Compact LAN card and Compact Modem card are not supported.)</p> <p>Memory Stick[™] (16 MB - 128 MB) Memory Stick PRO[™] (256 MB - 16 GB) (Not available for music data with MagicGate[™]) Memory Stick Duo[™] with adapter (16 MB - 128 MB) Memory Stick Micro[™] (M2[™]) with adapter</p> <p>SD ² SDHC ³ microSD with adapter miniSD with adapter xD-Picture Card[™] ⁴ USB Flash memory drive ⁵</p>
Resolution	Up to 1200 × 2400 dpi
File Extension	
(Media Format)	DPOF (ver.1.0, ver.1.1), Exif DCF (up to ver.2.1)
(Image Format)	Photo Print: JPEG ⁶ Scan to Media: JPEG, PDF (Color) TIFF, PDF (Black)
Color Enhancement	True2Life [®]
Photo Enhance	Auto Correct, Enhance Skin-Tone, Enhance Scenery, Trimming, Slide Show, Remove Red-Eye, Monochrome and Sepia
Number of Files	Up to 999 files (The folder inside memory cards or USB Flash memory drive is also counted)
Folder	File must be stored in the 4th folder level of the memory card or USB Flash memory drive.
Borderless	Letter, A4, Photo 4" × 6", Photo 5" × 7" ⁷

¹ Memory cards, adapters and USB Flash memory drive are not included.

² 16 MB to 2 GB

³ 4 GB to 16 GB

⁴ xD-Picture Card[™] Conventional Card from 16 MB to 512 MB
 xD-Picture Card[™] Type M from 256 MB to 2 GB
 xD-Picture Card[™] Type M⁺ 1 GB and 2 GB
 xD-Picture Card[™] Type H from 256 MB to 2 GB

- 5 USB 2.0 Standard
USB Mass Storage standard from 16 MB to 32 GB
Support format: FAT12/FAT16/FAT32
- 6 Progressive JPEG format is not supported.
- 7 See *Paper type and size for each operation* on page 19.

PictBridge

Compatibility

Supports the Camera & Imaging Products Association PictBridge standard CIPA DC-001.

Visit <http://www.cipa.jp/pictbridge> for more information.

Interface

USB direct interface

Scanner

Color/Black	Yes/Yes
TWAIN Compliant	Yes (Windows® 2000 Professional/Windows® XP/ Windows® XP Professional x64 Edition/Windows Vista®) Mac OS X 10.3.9 - 10.4.x - 10.5.x ¹
WIA Compliant	Yes (Windows® XP ² /Windows Vista®)
Color Depth	36 bit color Processing (Input) 24 bit color Processing (Output) (Actual Input: 30 bit color/Actual Output: 24 bit color)
Resolution	Up to 19200 × 19200 dpi (interpolated) ³ Up to 1200 × 2400 dpi (optical) (Scanner Glass) Up to 1200 × 600 dpi (optical) (ADF)
Document Size	ADF Width: 5.8 in. to 8.5 in. (148 mm to 215.9 mm) ADF Length: 5.8 in. to 14 in. (148 mm to 355.6 mm) Scanner Glass Width: Max. 8.5 in. (215.9 mm) Scanner Glass Length: Max. 11.7 in. (297 mm)
Scanning Width	Up to 8.26 in. (210 mm)
Gray Scale	256 levels
Auto Crop	Yes

¹ For the latest driver updates for the Mac OS X you are using, visit us at <http://solutions.brother.com>.

² Windows® XP in this User's Guide includes Windows® XP Home Edition, Windows® XP Professional, and Windows® XP Professional x64 Edition.

³ Maximum 1200 × 1200 dpi scanning when using the WIA Driver for Windows® XP and Windows Vista® (resolution up to 19200 × 19200 dpi can be selected by using the Brother scanner utility)

Printer

Printer Driver	Windows® 2000 Professional/Windows® XP/ Windows® XP Professional x64 Edition/ Windows Vista®/Windows Server® 2003 ¹ / Windows Server® 2003 x64 Edition ¹ / Windows Server® 2008 ¹ driver supporting Brother Native Compression mode Mac OS X 10.3.9 - 10.4.x - 10.5.x ² : Brother Ink Driver
Resolution	Up to 1200 × 6000 dpi 1200 × 2400 dpi 1200 × 1200 dpi 600 × 1200 dpi 600 × 600 dpi 600 × 300 dpi 600 × 150 dpi (Color) 450 × 150 dpi (Black & White)
Printing Width	8.26 in. [8.5 in. (borderless) ³] ⁵
Borderless	Letter, A4, A6, Photo 4" × 6", Index Card, Photo L 3.5" × 5", Photo 2L 5" × 7", Postcard ⁴
Ink Save Mode	Yes

¹ Print only via network.

² For the latest driver updates for the Mac OS X you are using, visit us at <http://solutions.brother.com>.

³ When the Borderless feature is set to On.

⁴ See *Paper type and size for each operation* on page 19.

⁵ When printing on letter size paper.

Interfaces

USB

Use a USB 2.0 interface cable that is no longer than 6 feet (2 m).^{1 2}

LAN³

Use an Ethernet UTP cable category 5 or greater.

Wireless LAN

Your machine supports IEEE 802.11b/g wireless communication with your wireless LAN using Infrastructure mode or a wireless Peer-to-Peer connection in Ad-hoc Mode.

¹ Your machine has a USB 2.0 Hi-speed interface. The machine can also be connected to a computer that has a USB 1.1 interface.

² Third party USB ports are not supported.

³ See *Network (LAN)* on page 211 and the *Network User's Guide* for detailed network specifications.

Computer requirements

SUPPORTED OPERATING SYSTEMS AND SOFTWARE FUNCTIONS									
Computer Platform & Operating System Version		Supported PC Software Functions	PC Interface	Processor Minimum Speed	Minimum RAM	Recommended RAM	Hard Disk Space to install		
							For Drivers	For Applications	
Windows® Operating System ¹	Windows® 2000 Professional ⁵	Printing, PC Fax ⁴ , Scanning, Removable Disk ⁶	USB, 10/100 Base-TX (Ethernet), Wireless 802.11b/g	Intel® Pentium® II or equivalent	64 MB	256 MB	110 MB	340 MB	
	Windows® XP Home ^{2 5}				128 MB		110 MB	340 MB	
	Windows® XP Professional ^{2 5}								
	Windows® XP Professional x64 Edition ²				64-bit (Intel®64 or AMD64) supported CPU	256 MB	512 MB	110 MB	340 MB
	Windows Vista® ²		Intel® Pentium® 4 or equivalent 64-bit (Intel®64 or AMD64) supported CPU	512 MB	1 GB	600 MB	530 MB		
	Windows Server® 2003 (print only via network)	Printing	10/100 Base-TX (Ethernet), Wireless 802.11b/g	Intel® Pentium® III or equivalent	256 MB	512 MB	50 MB	N/A	
	Windows Server® 2003 x64 Edition (print only via network)			64-bit (Intel®64 or AMD64) supported CPU					
Windows Server® 2008 (print only via network)	Intel® Pentium® 4 or equivalent 64-bit (Intel®64 or AMD64) supported CPU			512 MB	2 GB				
Macintosh Operating System	Mac OS X 10.3.9 - 10.4.3	Printing, PC Fax Send ⁴ , Scanning, Removable Disk ⁶	USB ³ , 10/100 Base-TX (Ethernet), Wireless 802.11b/g	PowerPC® G4/G5	128 MB	256 MB	80 MB	400 MB	
	Mac OS X 10.4.4 -10.5.x			PowerPC® G3 350MHz	512 MB				1 GB
				PowerPC® G4/G5					
				Intel® Core™ Processor					

Conditions:

- Microsoft® Internet Explorer® 5.5 or greater.
- For WIA, 1200 × 1200 resolution. Brother Scanner Utility enables to enhance up to 19200 × 19200 dpi.
- Third party USB ports are not supported.
- PC Fax supports black and white only.
- PaperPort™ 11SE supports Microsoft® SP4 or higher for Windows® 2000 and SP2 or higher for XP.
- Removable disk is a function of PhotoCapture Center®.

For the latest driver updates, visit:
 (in USA) www.brother.com
 (in Canada) www.brother.ca
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Consumable items

Ink	The machine uses individual Black, Yellow, Cyan and Magenta ink cartridges that are separate from the print head assembly.
Service Life of Ink Cartridge	Starter ink cartridges are in the box. The first time you install the ink cartridges the machine will use extra ink to fill the ink delivery tubes. This is a one-time process that enables high quality printing. Afterward, replacement ink cartridges will print the specified number of pages. Starter cartridge yield is approx. 65% of the yield of the LC61 replacement cartridge.
Replacement Consumables	<Black> LC61BK, <Cyan> LC61C, <Magenta> LC61M, <Yellow> LC61Y Black - Approximately 450 pages ¹ Cyan, Magenta, Yellow - Approximately 325 pages ¹ For more information about the replacement consumables, visit us at www.brother.com/pageyield .

¹ Approx. cartridge yield is declared in accordance with ISO/IEC 24711.

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.

When you print photo images, Brother recommends Innobella™ glossy photo paper (BP71 series) for high quality. Brilliant prints are made easier with Innobella™ Ink and paper.



Network (LAN)

LAN	You can connect your machine to a network for Network Printing, Network Scanning, PC Fax Send, PC Fax Receive (Windows® only), Remote Setup and Removable Disk ¹ . Also included is Brother BRAdmin Light ² Network Management software.	
Support for	Windows® 2000 Professional/Windows® XP/ Windows® XP Professional x64 Edition/Windows Vista®/ Windows Server® 2003 ³ /Windows Server® 2003 x64 Edition ³ / Windows Server® 2008 ³	
	Mac OS X 10.3.9 - 10.4.x - 10.5.x ⁴	
	Ethernet 10/100 BASE-TX Auto Negotiation (Wired LAN)	
	IEEE 802.11 b/g (Wireless LAN)	
Protocols	TCP/IP:	ARP, RARP, BOOTP, DHCP, APIPA (Auto IP), NetBIOS/WINS, LPR/LPD, Custom Raw Port/Port9100, DNS Resolver, mDNS, LLMNR responder, FTP Server, TELNET, SNMPv1, TFTP, Scanner Port, LLTD responder, Web Services (Printing)
Network Security	SSID/ESSID, 128 (104) / 64 (40) bit WEP, WPA2-PSK (AES), WPA-PSK (TKIP/AES)	
Setup Support Utility (one-push configuration)	SecureEasySetup™	Yes (simple setup with your SecureEasySetup™-capable access point/router)
	AOSS™	Yes (simple setup with your AOSS™-capable access point/router)
	WPS	Yes (simple setup with your Wi-Fi Protected Setup-capable access point/router)

¹ See the Computer Requirements chart on page 209.

² If you require more advanced printer management, use the latest Brother BRAdmin Professional utility version that is available as a download from <http://solutions.brother.com>.

³ Print only via network.

⁴ For the latest driver updates for the Mac OS X you are using, visit us at <http://solutions.brother.com>.

Wireless one-push configuration

If your wireless access point supports either SecureEasySetup™, Wi-Fi Protected Setup (PBC ¹) or AOSS™, you can configure the machine easily without a computer. By pushing a button on the wireless LAN router / access point and the machine, you can set up the wireless network and security settings. See the user's guide for your wireless LAN router / access point for instructions on how to access one-push mode.

¹ Push Button Configuration

Note

Access points/routers that support SecureEasySetup™, Wi-Fi Protected Setup or AOSS™ have the symbols shown below.



E

Glossary

This is a comprehensive list of features and terms that appear in Brother manuals. Availability of these features depends on the model you purchased.

ADF (automatic document feeder)

The document can be placed in the ADF and scanned one page at a time automatically.

Auto Reduction

Reduces the size of incoming faxes.

Automatic fax transmission

Sending a fax without picking up the handset of an external telephone.

Automatic Redial

A feature that enables your machine to redial the last fax number after five minutes if the fax did not go through because the line was busy.

Backup Print

Your machine prints a copy of every fax that is received and stored in memory. This is a safety feature so you will not lose messages during a power failure.

Batch Transmission

(Black & white faxes only) As a cost saving feature, all delayed faxes to the same fax number can be sent as one transmission.

Beeper Volume

Volume setting for the beep when you press a key or make an error.

Brightness

Changing the Brightness makes the whole image lighter or darker.

Broadcasting

The ability to send the same fax message to more than one location.

Caller ID

A service purchased from the telephone company that lets you see the number (or name) of the party calling you.

CNG tones

The special tones (beeps) sent by fax machines during automatic transmission to tell the receiving machine that a fax machine is calling.

Coding method

Method of coding the information contained in the document. All fax machines must use a minimum standard of Modified Huffman (MH). Your machine is capable of greater compression methods, Modified Read (MR), Modified Modified Read (MMR) and JPEG, if the receiving machine has the same capability.

Communication error (Comm. Error)

An error during fax sending or receiving, usually caused by line noise or static.

Compatibility group

The ability of one fax unit to communicate with another. Compatibility is assured between ITU-T Groups.

Contrast

Setting to compensate for dark or light documents, by making faxes or copies of dark documents lighter and light documents darker.

Delayed Fax

Sends your fax at a specified time later.

Distinctive Ring

A subscriber service purchased from the telephone company that gives you another telephone number on an existing telephone line. The Brother machine uses the new number to simulate a dedicated fax line.

Dual Access

Your machine can scan outgoing faxes or scheduled jobs into memory at the same time it is sending a fax from memory or receiving or printing an incoming fax.

Easy Receive

Enables your machine to respond to CNG tones if you interrupt a fax call by answering it.

ECM (Error Correction Mode)

Detects errors during fax transmission and resends the pages of the fax that had an error.

Extension telephone

A telephone using the same line as your fax but plugged into a separate wall jack.

External telephone

A telephone that is plugged into the EXT jack of your machine.

F/T Ring Time

The length of time that the Brother machine rings (when the Receive Mode setting is Fax/Tel) to notify you to pick up a voice call that it answered.

Fax Forwarding

Sends a fax received into the memory to another pre-programmed fax number.

Fax Journal

Lists information about the last 200 incoming and outgoing faxes. TX means Transmit. RX means Receive.

Fax Receive Code

Press this code (* 5 1) when you answer a fax call on an extension or external telephone.

Fax Storage

You can store received faxes in memory.

Fax tones

The signals sent by sending and receiving fax machines while communicating information.

Fax/Tel

You can receive faxes and telephone calls. Do not use this mode if you are using a telephone answering device (TAD).

Fine resolution

Resolution is 203 × 196 dpi. It is used for small print and graphs.

Gray Scale

The shades of gray available for copying, scanning and faxing photographs.

Group number

A combination of Speed Dial numbers that are stored in a Speed Dial location for Broadcasting.

Help list

A printout of the complete Menu table that you can use to program your machine when you do not have the User's Guide with you.

Innobella™

Innobella™ is a range of genuine consumables offered by Brother. For best quality results Brother recommends Innobella™ Ink and Paper.

Journal Period

The pre-programmed time period between automatically printed Fax Journal Reports. You can print the Fax Journal on demand without interrupting the cycle.

LCD (liquid crystal display)

The display screen on the machine that shows interactive messages during On-Screen Programming and shows the date and time when the machine is idle.

Manual fax

Depending on your model, you can lift the handset, or handset of the external telephone or you can press **Speaker Phone** to hear the receiving fax machine answer before you press **Black Start** or **Color Start** to begin sending.

Menu mode

Programming mode for changing your machine's settings.

OCR (optical character recognition)

The bundled ScanSoft™ PaperPort™ 11SE with OCR or Presto! PageManager software application converts an image of text to text you can edit.

Output Paper Reception

Receives faxes into the machine's memory when the machine is out of paper.

Overseas Mode

Makes temporary changes to the fax tones to accommodate noise and static on overseas telephone lines.

Paging

This feature enables your machine to call your cell phone or pager when a fax is received into its memory. The machine will also page for voice messages.

Pause

Allows you to place a 3.5 second delay in the dialing sequence while you are dialing using the dial pad or while you are storing Speed Dial numbers. Press the **Pause** key on the control panel or the **Pause** button on the LCD as many times as needed for longer pauses.

Photo resolution (B&W only)

A resolution setting that uses varying shades of gray for the best representation of photographs.

PhotoCapture Center®

Allows you to print digital photos from your digital camera at high resolution for photo quality printing.

PictBridge

Allows you to print photos directly from your digital camera at high resolution for photo quality printing.

Polling

The process of a fax machine calling another fax machine to retrieve waiting fax messages.

Pulse (Canada only)

A form of rotary dialing on a telephone line.

Quick Dial List

A listing of names and numbers stored in Speed Dial memory, in numerical order.

Real Time Transmission

When memory is full, you can send faxes in real time.

Remaining jobs

You can check which jobs are waiting in memory and cancel jobs individually.

Remote Access Code

Your own 4-digit code (---*) that allows you to call and access your machine from a remote location.

Remote Retrieval Access

The ability to access your machine remotely from a touch tone telephone.

Resolution

The number of vertical and horizontal lines per inch. See: Standard, Fine, Super Fine and Photo.

Ring Delay

The number of rings before the machine answers in **Fax Only** and **Fax/Tel** modes.

Ring Volume

Volume setting for the machine's ring.

Scan to Media

You can scan a black & white or color document into a memory card or USB Flash memory drive. Black & white images can be in TIFF or PDF file format and color images can be in PDF or JPEG file format.

Scanning

The process of sending an electronic image of a paper document into your computer.

Search

An electronic, numerical or alphabetical listing of stored Speed Dial and Group numbers.

Speed Dial

A pre-programmed number for easy dialing. You must press *Speed Dial*, the two digit code, and **Black Start** or **Color Start** to start the dialing process.

Standard resolution

203 × 97 dpi. It is used for regular size text and quickest transmission.

Station ID

The stored information that appears on the top of faxed pages. It includes the sender's name and fax number.

Super Fine resolution (B&W)

392 × 203 dpi. Best for very small print and line art.

TAD (telephone answering device)

You can connect an external device or answering machine to the EXT. jack of your machine.

Telephone Answer Code (For Fax/Tel mode only)

When the machine answers a voice call, it pseudo/double-rings. You can pick up at an extension telephone by pressing this code (**# 5 1**).

Temporary settings

You can choose certain options for each fax transmission and copy without changing the default settings.

Tone

A form of dialing on the telephone line used for Touch Tone telephones.

Transmission

The process of sending faxes over the phone lines from your machine to the receiving fax machine.

Transmission Verification Report

A listing for the last fax sent, that shows its date, time and number.

True2Life[®]

Adjusts the color in the image for better print quality by improving sharpness, white balance and color density.

User Settings

A printed report that shows the current settings of the machine.

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EQUIPMENT ATTACHMENT LIMITATIONS (Canada only)

NOTICE

This product meets the applicable Industry Canada technical specifications.

NOTICE

The Ringer Equivalence Number is an indication of the maximum number of devices allowed to be connected to a telephone interface. The termination on an interface may consist of any combination of devices subject only to the requirement that the sum of the RENs of all the devices does not exceed five.

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These machines are made for use in the USA and Canada only. We cannot recommend using them overseas because it may violate the Telecommunications Regulations of that country and the power requirements of your multi-function center may not be compatible with the power available in foreign countries. **Using USA or Canada models overseas is at your own risk and may void your warranty.**