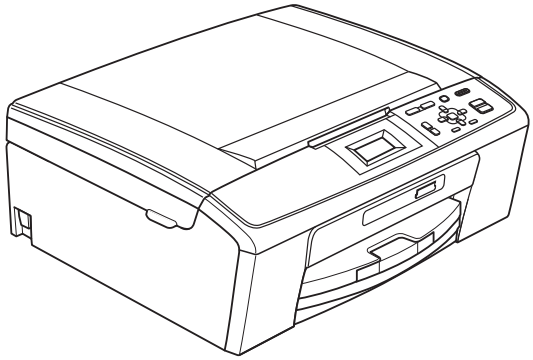
ADVANCED USER'S GUIDE

DCP-J125



Version 0

USA/CAN

User's Guides and where do I find it?

Which manual?	What's in it?	Where is it?
Safety and Legal	Please read the Safety Instructions before you set up your machine.	Printed / In the box
Quick Setup Guide	Read this Guide first. Follow the instructions for setting up your machine and installing the drivers and software for the operating system and connection type you are using.	Printed / In the box
Basic User's Guide	Learn the basic Copy, Scan and PhotoCapture Center® operations and how to replace consumables. See troubleshooting tips.	Printed / In the box
Advanced User's Guide	Learn more advanced operations: Copy, and printing reports. Perform routine maintenance.	PDF file / Documentation CD-ROM
Software User's Guide	Follow these instructions for Printing, Scanning, PhotoCapture Center®, and using the Brother ControlCenter utility.	PDF file / Documentation CD-ROM

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1 General setup

Memory storage

Your menu settings are stored permanently, and in the event of a power failure will not be lost. Also, you will not lose your settings in the **PHOTO CAPTURE** mode key menu if you have chosen `Set New Default`. Temporary settings (for example, `Contrast`) will be lost.

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 choose `General Setup`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Sleep Mode`.
   Press **OK**.
4. Press ▲ or ▼ to choose `1Min`, `2Mins`, `3Mins`, `5Mins`, `10Mins`, `30Mins` or `60Mins` which is the length of time the machine is idle before entering sleep mode.
   Press **OK**.
5. Press **Stop/Exit**.

LCD screen

Changing LCD language

You can change the LCD language.

1. Press **Menu**.
2. Press ▲ or ▼ to choose `Initial Setup`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Local Language`.
   Press **OK**.
4. Press ▲ or ▼ to choose your language.
   Press **OK**.
5. Press **Stop/Exit**.

LCD Contrast

You can adjust the LCD contrast for a sharper and more vivid display. If you are having difficulty reading the LCD, try changing the contrast setting.

1. Press **Menu**.
2. Press ▲ or ▼ to choose `General Setup`.
   Press **OK**.
3. Press ▲ or ▼ to choose `LCD Settings`.
   Press **OK**.
4. Press ▲ or ▼ to choose `LCD Contrast`.
   Press **OK**.
5. Press ◀ to decrease the contrast or press ▶ to increase the contrast.
   Press **OK**.
6. Press **Stop/Exit**.

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 choose `General Setup`.
   Press **OK**.
3. Press ▲ or ▼ to choose `LCD Settings`.
   Press **OK**.
4. Press ▲ or ▼ to choose `Backlight`.
   Press **OK**.
5. Press ▲ or ▼ to choose `Light`, `Med` or `Dark`.
   Press **OK**.
6. 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 choose `General Setup`.
   Press **OK**.
3. Press ▲ or ▼ to choose `LCD Settings`.
   Press **OK**.
4. Press ▲ or ▼ to choose `Dim Timer`.
   Press **OK**.
5. Press ▲ or ▼ to choose `10Secs`, `20Secs`, `30Secs` or `Off`.
   Press **OK**.
6. Press **Stop/Exit**.

2 Printing reports

Reports

The following reports are available:

- Help List

  A help list showing how to program your machine.

- User Settings

  Lists your settings.

How to print a report

1. Press **Menu**.
2. Press ▲ or ▼ to choose Print Reports.
   Press **OK**.
3. Press ▲ or ▼ to choose the report you want.
   Press **OK**.
4. Press **Black Start**.
5. Press **Stop/Exit**.

3 Making copies

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.

To change a setting, press ▲ or ▼ to scroll through the copy settings. When the setting you want is highlighted, press **OK**.

When you are finished choosing settings, press **Black Start** or **Color Start**.

Note

You can save some of the settings that 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 7.)

Stop copying

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

Changing copy quality

You can choose the copy quality. The factory setting is `Normal`.

`Fast`	Fast copy speed and lowest amount of ink used. Use this setting to save time (documents to be proof read, large documents or many copies).
`Normal`	Recommended setting for ordinary printouts. Good copy quality with adequate copy speed.
`Best`	Use this setting to copy precise images such as photographs. The highest resolution and slowest speed.

1. Load your document.
2. Enter the number of copies you want.
3. Press ▲ or ▼ to choose `Quality`.
   Press **OK**.
4. Press ▲ or ▼ to choose `Fast`, `Normal` or `Best`.
   Press **OK**.
5. If you do not want to change additional settings, press **Black Start** or **Color Start**.

Enlarging or reducing the copied image

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.

1. Load your document.
2. Enter the number of copies you want.
3. Press ▲ or ▼ to choose `Enlarge/Reduce`.
   Press **OK**.
4. Press ▲ or ▼ to choose `100%`, `Enlarge`, `Reduce`, `Fit to Page`, `Custom(25-400%)`.
5. Do one of the following:
   - If you chose `Enlarge` or `Reduce` press **OK** and press ▲ or ▼ to choose the enlargement or reduction ratio you want. Press **OK** and go to step ❻.
   - If you chose `Custom(25-400%)`, press **OK**. Press ▲, ▼, ◀ or ▶ to select a number, and then press **OK**. Repeat for each number until the percentage is complete.
     Press ▲, ▼, ◀ or ▶ to select OK, and press **OK**. Go to step ❻.
   - If you chose `100%` or `Fit to Page`, press **OK**. Go to step ❻.

198% 4"x6"→A4
186% 4"x6"→LTR
104% EXE→LTR
100%
97% LTR→A4
93% A4→LTR
85% LTR→EXE
83%
78%
46% LTR→4"x6"
Fit to Page
Custom(25-400%)

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

Note

- `Page Layout` is not available with `Enlarge/Reduce` and `Fit to Page`.
- `Fit to Page` does not work properly if the document on the scanner glass is skewed by 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.

IMPORTANT

- Make sure the paper size is set to Letter, A4 or EXE.
- Poster copy is not available for Executive paper size.
- 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.
- (P) means Portrait and (L) means Landscape.
- You can only make one poster copy at a time.

Note

Enlarge/Reduce is not available with Page Layout.

1. Load your document.
2. Enter the number of copies you want.
3. Press ▲ or ▼ to choose Page Layout.
   Press **OK**.
4. Press ▲ or ▼ to choose Off(1in1), 2 in 1 (P), 2 in 1 (L), 4 in 1 (P), 4 in 1 (L) or Poster (3x3).
   Press **OK**.
5. If you do not want to change additional settings, press **Black Start** or **Color Start** to scan the page.
   If you are making a poster the machine scans the pages and starts printing.
   Go to step ❻.
6. After the machine scans the page, press **+** (Yes) to scan the next page.
7. Place the next page on the scanner glass.
   Press **OK**.
   Repeat steps ❻ and ❼ for each page of the layout.
8. After all the pages have been scanned, press **-** (No) to finish.

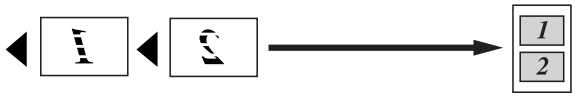
Note

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 your document face down in the direction shown below.

■ **2 in 1 (P)**

■ **2 in 1 (L)**

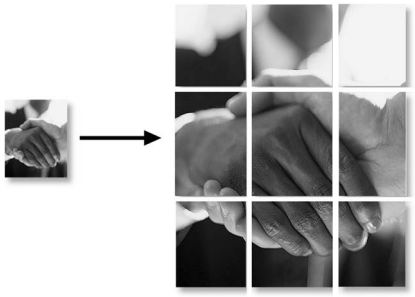


■ **4 in 1 (P)**

■ **4 in 1 (L)**

■ **Poster(3 x 3)**

You can make a poster size copy of a photograph.



Adjusting Density

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

1. Load your document.
2. Enter the number of copies you want.
3. Press ▲ or ▼ to choose `Density`.
   Press **OK**.
4. Press ▶ to make the copy darker or press ◀ to make the copy lighter.
   Press **OK**.
5. If you do not want to change additional settings, press **Black Start** or **Color Start**.

Setting your changes as the new default

You can save the copy settings for `Quality`, `Enlarge/Reduce`, `Density` and `Page Layout` that you use most often by setting them as the default settings. These settings will stay until you change them again.

1. Press ▲ or ▼ to choose your new setting.
   Press **OK**.
   Repeat this step for each setting you want to change.
2. After changing the last setting, press ▲ or ▼ to choose `Set New Default`.
   Press **OK**.
3. Press **+** to choose `Yes`.
4. Press **Stop/Exit**.

Restoring all settings to the factory settings

You can restore the copy settings `Quality`, `Enlarge/Reduce`, `Density` and `Page Layout`, that you have changed, to the factory settings.

1. Press ▲ or ▼ to choose `Factory Reset`.
   Press **OK**.
2. Press **+** to choose `Yes`.
3. Press **Stop/Exit**.

4 PhotoCapture Center®: Printing photos from a memory card

PhotoCapture Center® operations

Memory cards folder structure

Your machine is designed to be compatible with modern digital camera image files and memory cards; 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.
- The DPOF file on the memory cards must be in a valid DPOF format. (See *DPOF printing* on page 11.)

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)

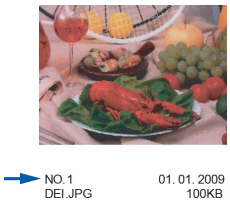
  Your machine is designed to read memory cards that have been formatted by a digital camera.

  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.

Print Images

Print Index (Thumbnails)

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

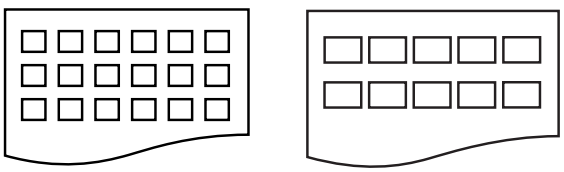


The PhotoCapture Center® does not recognize any other numbers or file names that your digital camera or computer has used to identify the pictures. You can print a thumbnail page. This will show all the pictures on the memory card.

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 in the proper slot.
   Press (**PHOTO CAPTURE**).
2. Press ▲ or ▼ to choose `Print Index`.
   Press **OK**.
3. Press ▲ or ▼ to choose `6 IMGs/Line` or `5 IMGs/Line`.
   Press **OK**.



`6 IMGs/Line` `5 IMGs/Line`

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

4. Press ▲ or ▼ to choose the paper settings, `Paper Type` and `Paper Size`.
   Do one of the following:
   - If you chose `Paper Type`, press **OK** and press ▲ or ▼ to choose the type of paper you are using, `Plain Paper`, `Inkjet Paper`, `Brother BP71`, `Brother BP61` or `Other Glossy`.
     Press **OK**.
   - If you chose `Paper Size`, press **OK** and press ▲ or ▼ to choose the paper size you are using, `Letter` or `A4`.
     Press **OK**.
   - If you do not want to change the paper settings, go to step ❺.
5. 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 the memory card in the proper slot.
   Press (**PHOTO CAPTURE**).
2. Print the Index. (See *Print Index (Thumbnails)* on page 10.)
3. Press ▲ or ▼ to choose `Print Photos`.
   Press **OK**.
4. Press ▲ repeatedly to enter the image number that you want to print from the Index page (Thumbnails).
   If you want to choose a two digit number, press ▶ to move the cursor to the next digit.
   (For example, enter 1, ▶, 6 to print image No.16.)
   Press **OK**.

Note

Press ▼ to decrease the image number.

5 Repeat step ❹ until you have entered all the image numbers that you want to print.
(For example, enter **1**, **OK**, **3**, **OK**, **6**, **OK** to print images No.1, No.3 and No.6.)

Note

You can enter up to 12 characters (including commas) for the image numbers you want to print.

6 After you have chosen all the image numbers, press **OK** again.

7 Press **+** or **-** repeatedly to enter the number of copies you want.

8 Do one of the following:

- Change the print settings. (See *PhotoCapture Center® print settings* on page 12.)
- If you do not want to change any settings, press **Color Start** to print.

Print All Photos

You can print all the photos on your memory card.

1 Make sure you have put the memory card in the proper slot.
Press (**PHOTO CAPTURE**).

2 Press ▲ or ▼ to choose `Print All Photos`.
Press **OK**.

3 Press **+** or **-** repeatedly to enter the number of copies you want.

4 Do one of the following:

- Change the print settings. (See *PhotoCapture Center® print settings* on page 12.)
- 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 (Memory Stick™, Memory Stick PRO™, Memory Stick Duo™, Memory Stick PRO Duo™, SD or SDHC) containing DPOF information is put into your machine, you can print the chosen image easily.

1 Make sure you have put the memory card in the proper slot.
Press (**PHOTO CAPTURE**). The machine will ask you if you want to use DPOF settings.

2 Press **+** to choose `Yes`.

3 Do one of the following:

- Change the print settings. (See *PhotoCapture Center® print settings* on page 12.)
- 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 Web site or accompanying documentation.

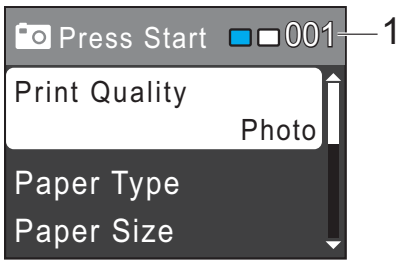
PhotoCapture Center® print settings

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.

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 14.)



1 No. of prints

(For View Photo(s))

You can see the total number of photos that will be printed.

(For Print All Photos, Print Photos)

You can see the number of copies of each photo that will be printed.

(For DPOF printing)

This does not appear.

Print Quality

1. Press ▲ or ▼ to choose `Print Quality`. Press **OK**.
2. Press ▲ or ▼ to choose `Normal` or `Photo`. Press **OK**.
3. If you do not want to change additional settings, press **Color Start** to print.

Paper options

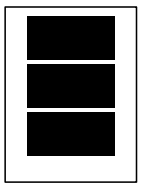
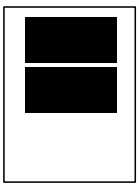
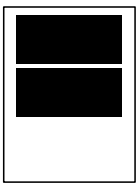
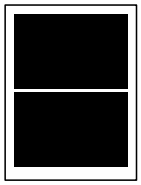
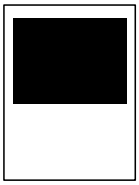
Paper Type

1. Press ▲ or ▼ to choose `Paper Type`. Press **OK**.
2. Press ▲ or ▼ to choose the paper type you are using, `Plain Paper`, `Inkjet Paper`, `Brother BP71`, `Brother BP61` or `Other Glossy`. Press **OK**.
3. If you do not want to change additional settings, press **Color Start** to print.

Paper and print size

1. Press ▲ or ▼ to choose `Paper Size`. Press **OK**.
2. Press ▲ or ▼ to choose the paper size you are using, `4"x 6"`, `5"x 7"`, `Letter` or `A4`. Press **OK**.
3. If you chose `Letter` or `A4`, press ▲ or ▼ to choose the print size. Press **OK**.

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
		

4. If you do not want to change additional settings, press **Color Start** to print.

Adjusting Brightness, Contrast and Color

Brightness

1. Press ▲ or ▼ to choose `Brightness`. Press **OK**.
2. Press ◀ to make a darker print or press ▶ to make a lighter print. Press **OK**.
3. If you do not want to change additional settings, press **Color Start** to print.

Contrast

You can choose the contrast setting. Increasing the contrast will make an image look sharper and more vivid.

1. Press ▲ or ▼ to choose `Contrast`. Press **OK**.
2. Press ▶ to increase the contrast or press ◀ to decrease the contrast. Press **OK**.
3. If you do not want to change additional settings, press **Color Start** to print.

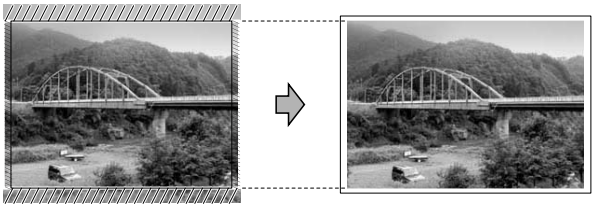
Cropping

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.

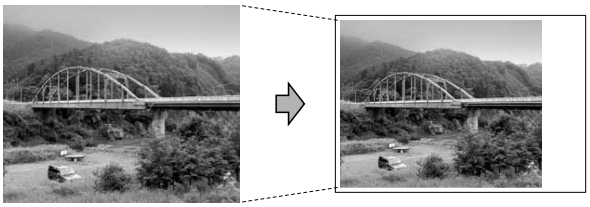
The factory setting is `On`. If you want to print the whole image, turn this setting to `Off`. When you set `Cropping` to `Off`, also set `Borderless` to `Off`. (See *Borderless printing* on page 14.)

1. Press ▲ or ▼ to choose `Cropping`. Press **OK**.
2. Press ▲ or ▼ to choose `Off` (or `On`). Press **OK**.
3. If you do not want to change additional settings, 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 ▲ or ▼ to choose `Borderless`. Press **OK**.
2. Press ▲ or ▼ to choose `Off` (or `On`). Press **OK**.
3. If you do not want to change additional settings, 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 ▲ or ▼ to choose `Print Date`. Press **OK**.
2. Press ▲ or ▼ to choose `On` (or `Off`). Press **OK**.
3. If you do not want to change additional settings, press **Color Start** to print.

Note

The DPOF setting on your camera must be turned off to use the `Print Date` feature.

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. Press ▲ or ▼ to choose your new setting. Press **OK**.
   Repeat this step for each setting you want to change.
2. After changing the last setting, press ▲ or ▼ to choose `Set New Default`. Press **OK**.
3. Press **+** to choose `Yes`.
4. Press **Stop/Exit**.

Restoring all settings to the factory settings

You can restore the PhotoCapture settings `Print Quality`, `Paper Type`, `Paper Size`, `Brightness`, `Contrast`, `Cropping`, `Borderless` and `Print Date`, that you have changed, to the factory settings.

1. Press ▲ or ▼ to choose `Factory Reset`. Press **OK**.
2. Press **+** to choose `Yes`.
3. Press **Stop/Exit**.

Scan to a memory card

How to set a new default

You can save the Scan to Media settings (Quality and File Type) 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 ▲ or ▼ to choose Scan to Media.
   Press **OK**.
3. Press ▲ or ▼ to choose Set New Default.
   Press **OK**.
4. Press **+** to choose Yes.
5. Press **Stop/Exit**.

How to reset to the factory settings

You can restore the Scan to Media settings (Quality and File Type), that you have changed, to the factory settings.

1. Press (**SCAN**).
2. Press ▲ or ▼ to choose Scan to Media.
   Press **OK**.
3. Press ▲ or ▼ to choose Factory Reset.
   Press **OK**.
4. Press **+** to choose Yes.
5. Press **Stop/Exit**.

A Routine maintenance

Cleaning and checking the machine

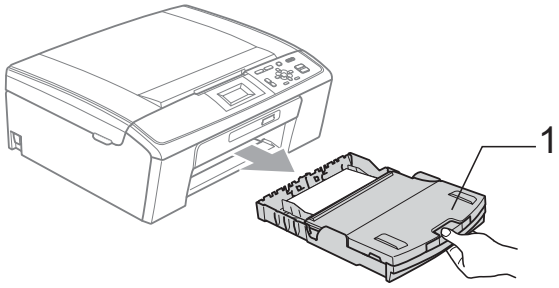
Cleaning the outside of the machine

IMPORTANT

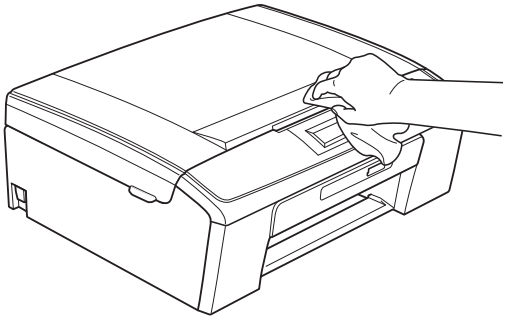
- Use neutral detergents. Cleaning with volatile liquids such as thinner or benzine will damage the outside surface of the machine.
- DO NOT use cleaning materials that contain ammonia.
- DO NOT use isopropyl alcohol to remove dirt from the control panel. It may crack the panel.

Clean the outside of the machine as follows:

1. Pull the paper tray (1) completely out of the machine.

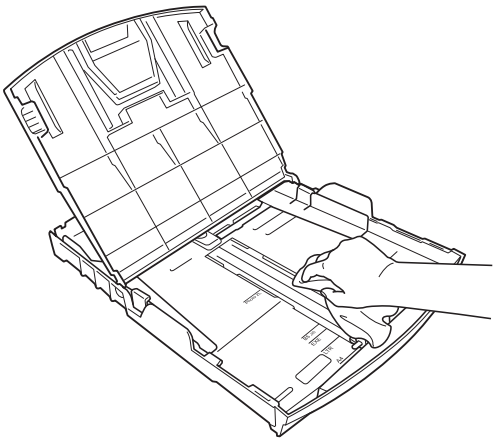


2. Wipe the outside of the machine with a *dry*, lint-free soft cloth to remove dust.



3. Lift the output paper tray cover and remove anything that is stuck inside the paper tray.

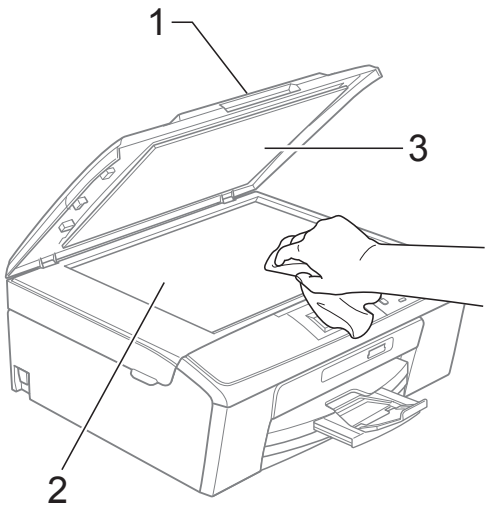
4. Wipe the inside and outside of the paper tray with a *dry*, lint-free soft cloth to remove dust.



5. Close the output paper tray cover and put the paper tray firmly back in the machine.

Cleaning the scanner glass

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.



Note

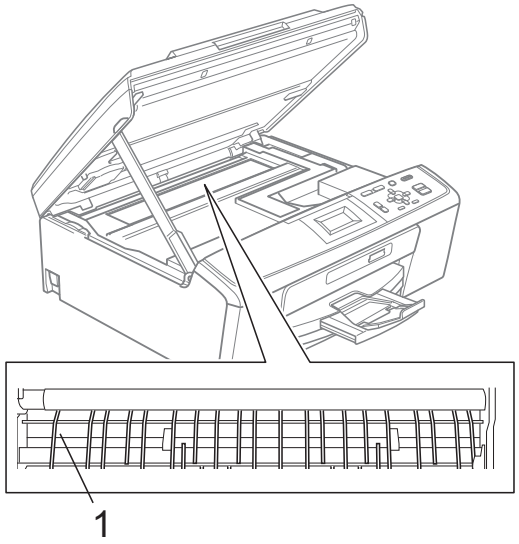
In addition to cleaning the scanner glass with a non-flammable glass cleaner, run your finger tip over the glass to see if you can feel anything on it. If you feel dirt or debris, clean the glass again concentrating on that area. You may need to repeat the cleaning process three or four times. To test, 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 to avoid an electrical shock.

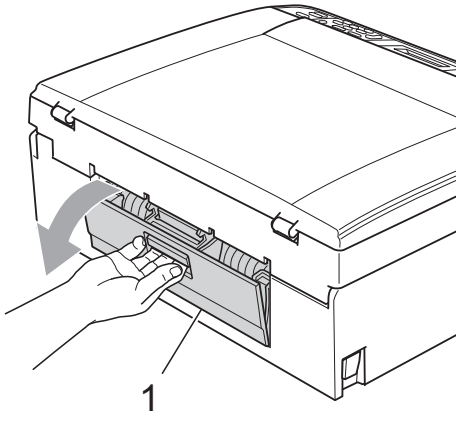
1. Lift the scanner cover until it locks securely in the open position.
2. Clean the machine's printer platen (1) and the area around it, wiping off any scattered ink with a *dry*, lint-free soft cloth.



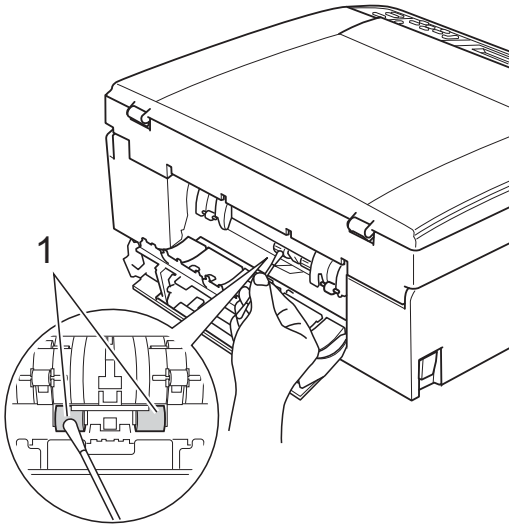
A

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. Re-connect the power cord.
6. Slowly push the paper tray completely back into the machine.

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 or blank text in the text or graphics on your printed pages. You can clean Black only, three colors at a time (Cyan/Magenta/Yellow), 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 **Menu**.
2. Press ▲ or ▼ to choose `Ink`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Cleaning`.
   Press **OK**.
4. Press ▲ or ▼ to choose `Black`, `Color` or `All`.
   Press **OK**.
   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 Brand replacement ink 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 in the *Basic User's Guide*.)

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 **Menu**.
2. Press ▲ or ▼ to choose `Ink`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Test Print`.
   Press **OK**.
4. Press ▲ or ▼ to choose `Print Quality`.
   Press **OK**.
5. Press **Color Start**.
   The machine begins printing the Print Quality Check Sheet.
6. Check the quality of the four color blocks on the sheet.
7. Do one of the following:
   - If all lines are clear and visible, press **+** to choose `Yes`, and go to step ⓫.
   - If you can see missing short lines as shown below, press **-** to choose `No`.

OK Poor

8. The LCD asks you if the print quality is OK for black and the three colors.
   Press **+** (`Yes`) or **-** (`No`).
9. The LCD asks you if you want to start cleaning.
   Press **+** (`Yes`).
   The machine starts cleaning the print head.
10. After cleaning is finished, press **Color Start**.
    The machine starts printing the Print Quality Check Sheet again. Return to step ❻.
11. 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 in the *Basic User's Guide*.)

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.

A

Checking the print alignment

You may need to adjust the print alignment after transporting the machine if your printed text becomes blurred or images become faded.

1. Press **Menu**.
2. Press ▲ or ▼ to choose `Ink`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Test Print`.
   Press **OK**.
4. Press ▲ or ▼ to choose `Alignment`.
   Press **OK**.
5. Press **Black Start** or **Color Start**.
   The machine starts printing the Alignment Check Sheet.
6. Check the 600 dpi and 1200 dpi test prints to see if number 5 most closely matches number 0.
   - If the number 5 samples of both the 600 dpi and 1200 dpi test prints are the best matches, press **+** (`Yes`) to finish Alignment Check, and go to step ❾.
   - 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 ◀ or ▶ to choose the number of the test print that most closely matches the number 0 sample (1-8).
   Press **OK**.
8. For 1200 dpi, press ◀ or ▶ to choose the number of the test print that most closely matches the number 0 sample (1-8).
   Press **OK**.
9. Press **Stop/Exit**.

Checking the ink volume

Although an ink volume icon appears on the LCD, you can use the **Menu** key to see a large graph showing the ink that is left in each cartridge.

1. Press **Menu**.
2. Press ▲ or ▼ to choose `Ink`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Ink Volume`.
   Press **OK**.
   The LCD shows the ink volume.
4. 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*.)

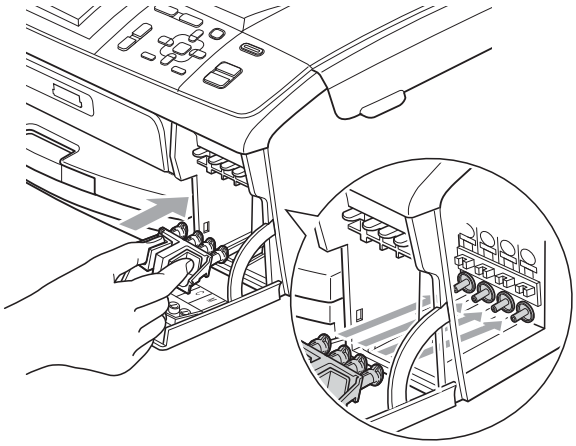
Packing and shipping the machine

When you transport the machine, use the packing materials that came with your machine. If you do not pack the machine properly, any damage that may occur in transit may not be covered by your warranty.

IMPORTANT

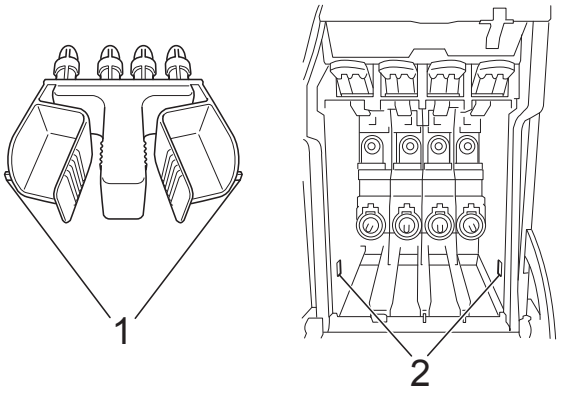
It is important to allow the machine to “park” the print head after a print job. Listen carefully to the machine before unplugging it to make sure that all mechanical noise has stopped. Not allowing the machine to finish this parking process may lead to print problems and possible damage to the print head.

1. Open the ink cartridge cover.
2. Press the ink release levers to release the ink cartridges and then take out the ink cartridges.
   (See *Replacing the ink cartridges* in *appendix A* of the *Basic User’s Guide*.)
3. Install the green protective part and then close the ink cartridge cover.



IMPORTANT

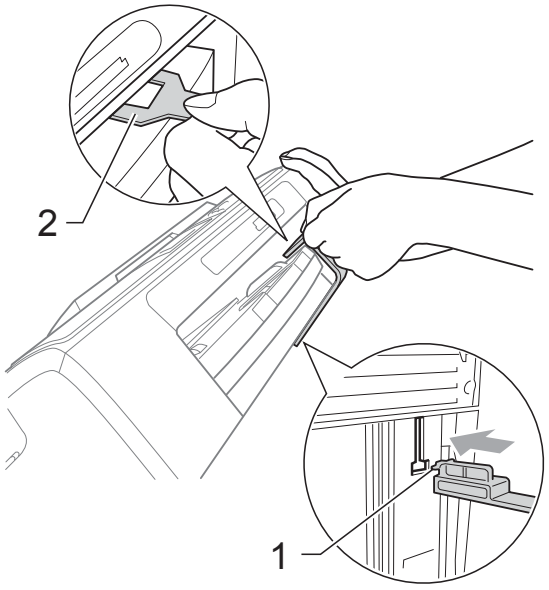
- Make sure that the plastic tabs on both sides of the green protective part (1) have securely clicked into place (2).



- 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.

A

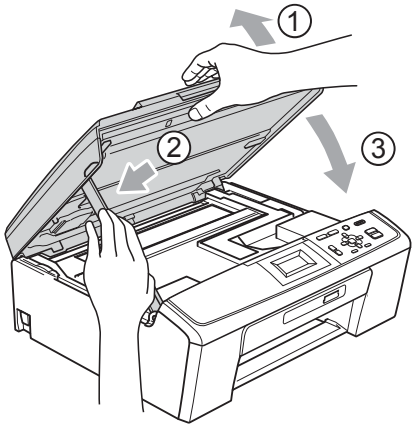
4 Lift the machine from the front and hook the tab of the green protective part into the keyed opening (1) on the bottom of the paper tray. Then latch the protective part over the raised portion of the paper tray (2).



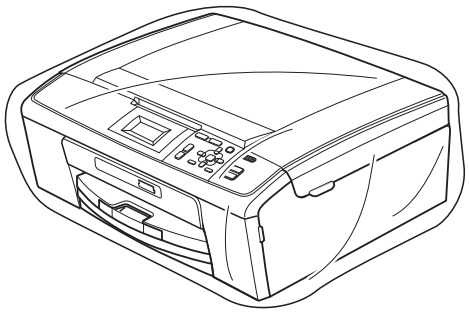
5 Unplug the machine from the AC power outlet.

6 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.

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



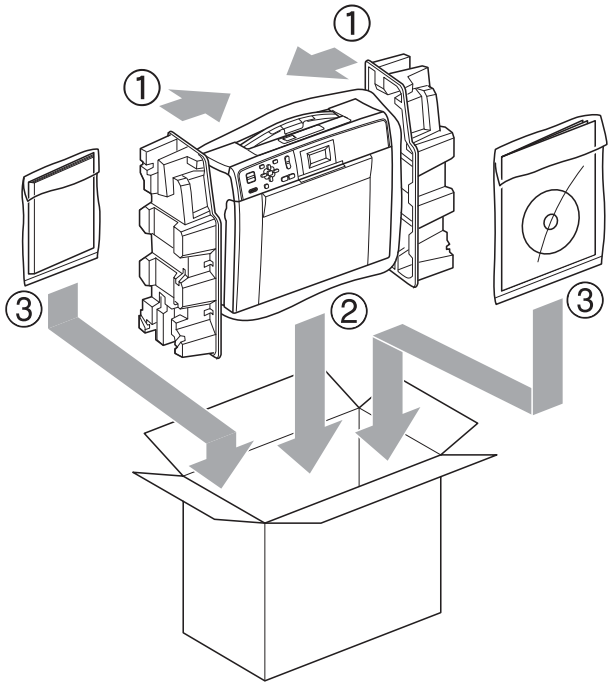
8 Wrap the machine in the bag.



9 Pack the machine and the printed materials in the original carton with the original packing material as shown below.
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.



10 Close the carton and tape it shut.

B 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.

Brightness

Changing the Brightness makes the whole image lighter or darker.

Contrast

Setting to compensate for dark or light documents, by making copies of dark documents lighter and light documents darker.

Density

Changing the Density makes the whole image lighter or darker.

Gray Scale

The shades of grey available for copying and scanning.

Help list

A printout of the complete Menu table that you can use to program your machine when you do not have the Basic 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.

LCD (Liquid Crystal Display)

The LCD screen on the machine that shows interactive messages during On-Screen Programming.

Menu mode

Programming mode for changing your machine's settings.

OCR (optical character recognition)

ScanSoft™ PaperPort™11SE with OCR or Presto! PageManager software application converts an image of text to text you can edit.

PhotoCapture Center®

Allows you to print digital photos from your digital camera at high resolution for photo quality printing.

Scanning

The process of sending an electronic image of a paper document into your computer.

Scan to Media

You can scan a black & white or color document into a memory card. Black & white images can be in TIFF or PDF file format and color images can be in PDF or JPEG file format.

Temporary settings

You can choose certain options for each copy without changing the default settings.

User Settings

A printed report that shows the current settings of the machine.

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http://www.brother.com

These machines are made for use in the USA and Canada only. We cannot recommend using them overseas because the power requirements of your Digital Copier/Printer 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**.