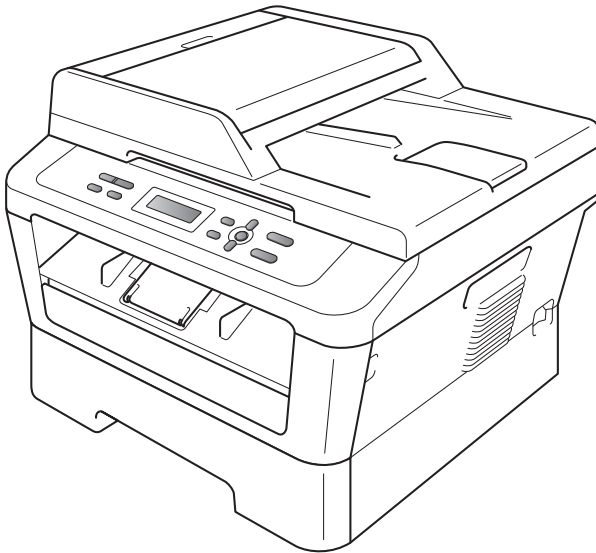


brother®

BASIC USER'S GUIDE

DCP-7060D



Version A

TWN-ENG

If you need to call Customer Service

Please complete the following information for future reference:

Model Number: DCP-7060D

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/>

User's Guides and where do I find it?

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

Table of Contents

(BASIC USER'S GUIDE)

1	General information	1
	Using the documentation	1
	Symbols and conventions used in the documentation	1
	Accessing the Advanced User's Guide, Software User's Guide and Network User's Guide.....	2
	Viewing Documentation	2
	Accessing Brother Support (Windows®)	4
	Accessing Brother Support (Macintosh)	5
	Control panel overview	6
2	Loading paper	8
	Loading paper and print media	8
	Loading paper in the standard paper tray	8
	Loading paper in the manual feed slot	10
	Unscannable and unprintable areas	14
	Paper settings	15
	Paper Type	15
	Paper Size	15
	Acceptable paper and other print media	16
	Type and size of paper	16
	Handling and using special paper	18
3	Loading documents	21
	How to load documents	21
	Using the scanner glass	21
4	Making copies	23
	How to copy	23
	Stop copying	23
	Copy settings	23
5	How to print from a computer	24
	Printing a document	24
6	How to scan to a computer	25
	Scanning a document as PDF file using ControlCenter4 (Windows®)	25
	Changing the SCAN key settings	28
	Before scanning	28
	SCAN key settings	28
	Scanning using the SCAN key	30

A	Routine maintenance	31
	Replacing the consumable items.....	31
	Replacing the toner cartridge	32
	Cleaning the corona wire	37
	Replacing the drum unit.....	38
B	Troubleshooting	43
	Error and maintenance messages.....	43
	Paper Jams.....	46
	Paper is jammed in the standard paper tray.....	46
	Paper is jammed at the back of the machine	47
	Paper is jammed inside the machine.....	49
	Paper is jammed in the Duplex Tray	53
	If you are having difficulty with your machine	55
	Improving the print quality.....	59
	Machine Information	69
	Checking the Serial Number.....	69
	Reset functions.....	69
	How to reset the machine.....	69
C	Menu and features	70
	On-screen programming.....	70
	Menu table.....	70
	Menu keys	70
	How to access the menu mode	71
	Menu table	72
D	Specifications	75
	General	75
	Document Size	76
	Print media.....	77
	Copy	78
	Scanner	78
	Printer	79
	Interfaces	79
	Computer requirements.....	80
	Consumable items	82
E	Appendix (for Taiwan)	83
	Brother numbers	83
F	Index	84

Table of Contents

(ADVANCED USER'S GUIDE)

The Advanced User's Guide explains the following features and operations. You can view the Advanced User's Guide on the Documentation CD-ROM.

1 General Setup

Memory storage

Ecology features

Toner Settings

LCD Contrast

User Settings List

Scanning using a scanner driver

2 Making copies

Copy settings

Duplex Copying (1-sided to 2-sided)

A Routine maintenance

Cleaning the machine

Checking the machine

Packing and shipping the machine

B Glossary

C Index

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 style identifies keys on the machine control panel or computer screen.
<i>Italics</i>	Italicized style emphasizes an important point or refers you to a related topic.
Courier New	Courier New font identifies the messages shown on the LCD of the machine.

WARNING

WARNING indicates a potentially hazardous situation which, if not avoided, could result in death or serious injuries.

CAUTION

CAUTION indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injuries.

IMPORTANT

IMPORTANT indicates a potentially hazardous situation which, if not avoided, may result in damage to property or loss of product function.



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 Advanced User's Guide, Software User's Guide and Network User's Guide

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

Viewing Documentation

- 1 Turn on your computer. Insert the Documentation CD-ROM into your CD-ROM drive. For Windows® users, go to step 3.

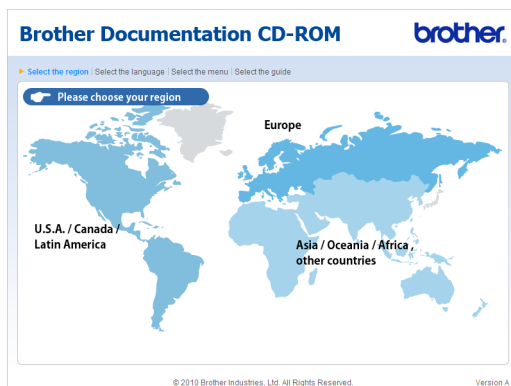


Note

(Windows® users) If the screen does not appear automatically, go to **My Computer (Computer)**, double-click the CD-ROM icon, and then double-click **index.html**.

- 2 (Macintosh users) Double-click the Documentation CD-ROM icon, and then double-click **index.html**.

- 3 Click your country.



- 4 Point to your language, point to **View Guide**, and then click the guide you want to read.



**Note**

- (Windows® users only) Your Web browser may display a yellow bar at the top of the page that contains a security warning about Active X controls. For the page to display correctly you must click on the bar, click **Allow Blocked Content**, then click **Yes** in the Security Warning dialog box.
- (Windows® users only) ¹ For faster access, you can copy all user documentation in PDF format to a local folder on your computer. Point to your language, then click **Copy to local disk**.

¹ Microsoft® Internet Explorer® 6.0 or greater.

Presto! PageManager User's Guide**Note**

Presto! PageManager is available as a download from http://nj.newsoft.com.tw/download/brother/PM9SEInstaller_BR_multilang.dmg

- Instructions for scanning directly from Presto! PageManager. The complete Presto! PageManager User's Guide can be viewed from the Help section in the Presto! PageManager application.

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*
- *ControlCenter*

Accessing Brother Support (Windows®)

You can find all the contacts you will need, such as Web support (Brother Solutions Center) on the installation CD-ROM.

- Click **Brother Support** on the main menu.
The following screen will appear:



- To access our Web site (<http://www.brother.com/>) click **Brother Home Page**.
- For the latest news and product support information (<http://solutions.brother.com/>), click **Brother Solutions Center**.
- To visit our Web site for 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**.

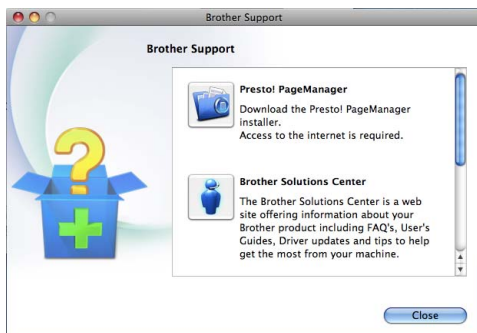
To return to the main page, click **Back**.

Or, if you have finished, click **Exit**.

Accessing Brother Support (Macintosh)

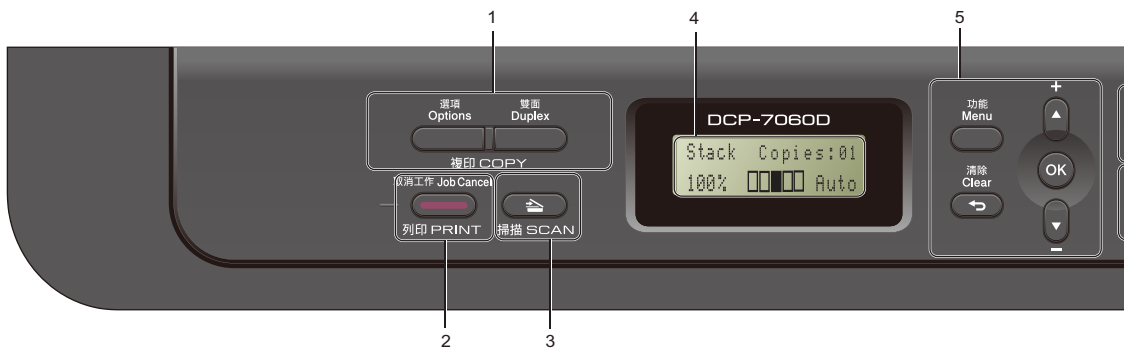
You can find all the contacts you will need, such as Web support (Brother Solutions Center) on the Installation CD-ROM.

- Double-click the **Brother Support** icon. The following screen will appear:



- To download and install Presto! PageManager, click **Presto! PageManager**.
- To register your machine from the Brother Product Register Page (<http://www.brother.com/registration/>), click **On-Line Registration**.
- For the latest news and product support information (<http://solutions.brother.com/>), click **Brother Solutions Center**.
- To visit our Web site for genuine Brother Supplies (<http://www.brother.com/original/>), click **Supplies Information**.

Control panel overview



1 COPY keys:

Options

You can quickly and easily choose temporary settings for copying. These settings include:

Quality
Brightness
Contrast
Enlarge/Reduce
Page Layout

Duplex

You can choose Duplex to copy on both sides of the paper.

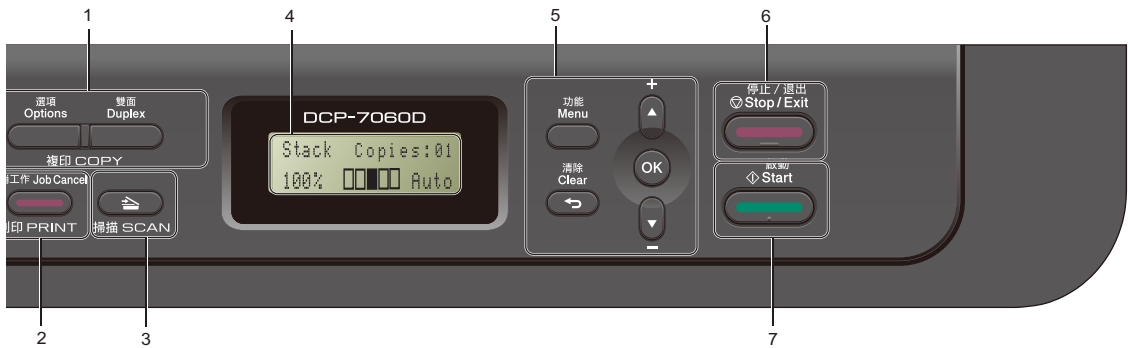
2 PRINT key:

Job Cancel

Cancels a print job and clears it from the machine's memory. To cancel multiple print jobs, hold down this key until the LCD shows Job Cancel (All).

3 SCAN key

Puts the machine in Scan mode.



4 LCD

Displays messages to help you set up and use your machine.

5 Menu keys:

Menu

Lets you access the Menu to program your settings in this machine.

Clear

Deletes entered data or lets you cancel the current setting.

▲ + or ▼ -

Press to scroll through the menus and options.

OK

Lets you store your settings in the machine.

6 Stop/Exit

Stops an operation or exits from a menu.

7 Start

Lets you start making copies or scanning.

2

Loading paper

Loading paper and print media

The machine can feed paper from the standard paper tray or manual feed slot.

When you put paper into the paper tray, note the following:

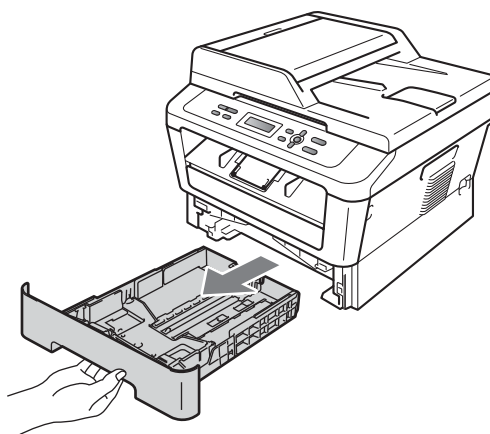
- If your application software supports paper size selection on the print menu, you can select it through the software. If your application software does not support it, you can set the paper size in the printer driver or by using the control panel buttons.

Loading paper in the standard paper tray

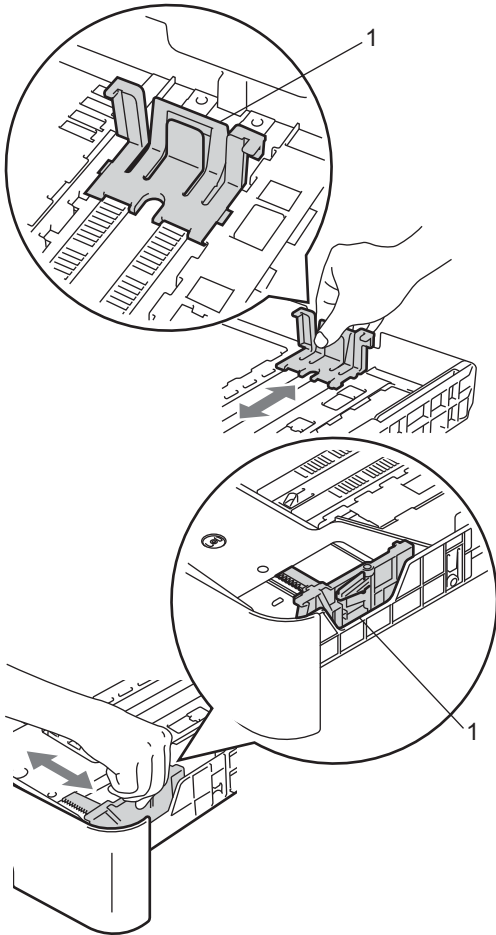
You can load up to 250 sheets. Paper can be loaded up to the maximum paper mark (▼▼▼) on the sliding paper width guide. (For recommended paper to use, see *Paper capacity of the paper trays* on page 17.)

Printing on plain paper, thin paper or recycled paper from the standard paper tray

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



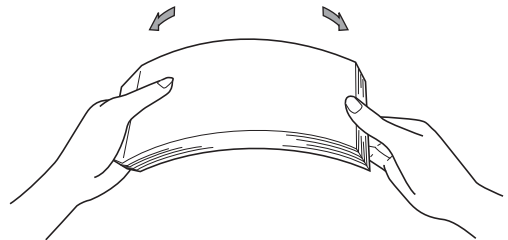
- 2 While pressing the green paper-guide release lever (1), slide the paper guides to fit the paper size you are loading in the tray. Make sure that the guides are firmly in the slots.

**Note**

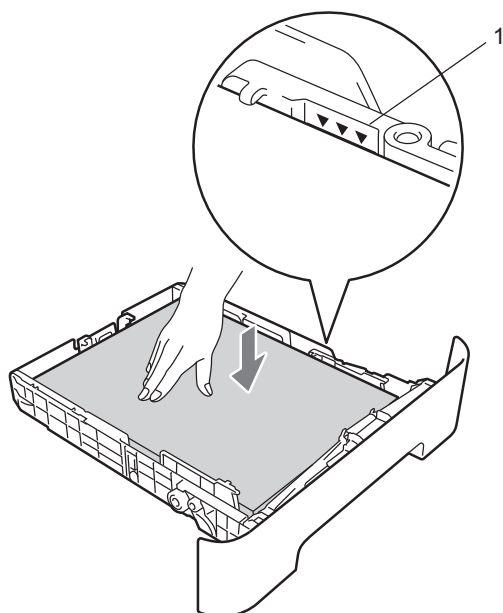
For Legal or Folio size paper, press the release button in the bottom of the paper tray and then pull out the back of the paper tray.

3

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

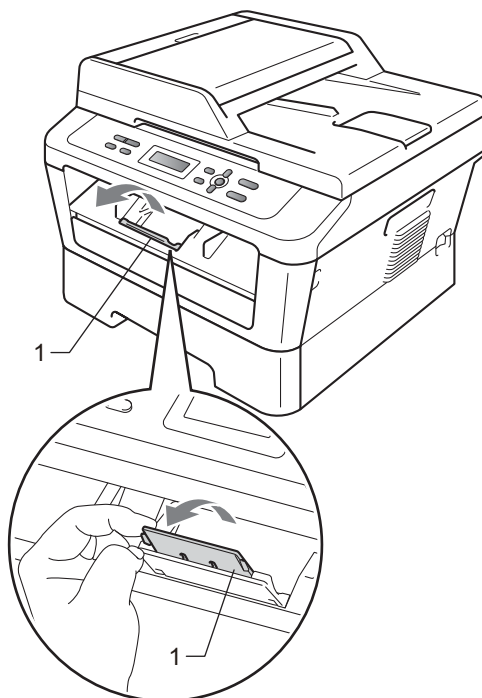


- 4 Put paper in the tray and make sure:
- The paper is below the maximum paper mark (▼▼▼) (1).
- Overfilling the paper tray will cause paper jams.
- The side to be printed on must be *face down*.
 - The paper guides touch the sides of the paper so it will feed properly.



- 5 Put the paper tray firmly back in the machine. Make sure that it is completely inserted into the machine.

- 6 Unfold the support flap (1) to prevent paper from sliding off the face-down output tray.



Loading paper in the manual feed slot

You can load envelopes and special print media one at a time into this slot. Use the manual feed slot to print or copy on labels, envelopes or thicker paper.

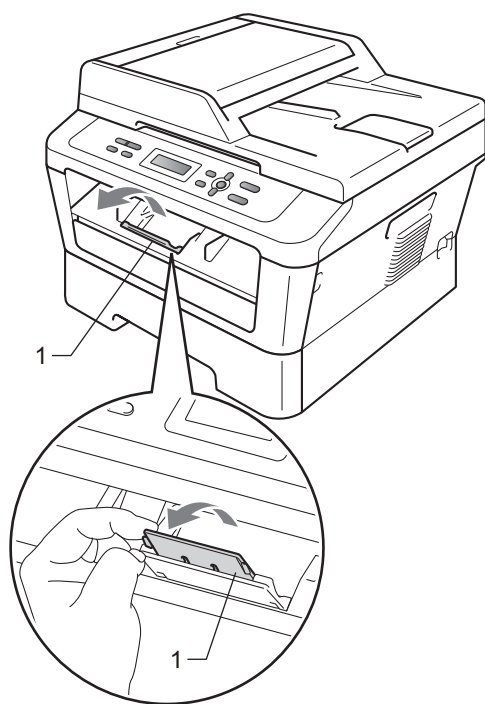


Note

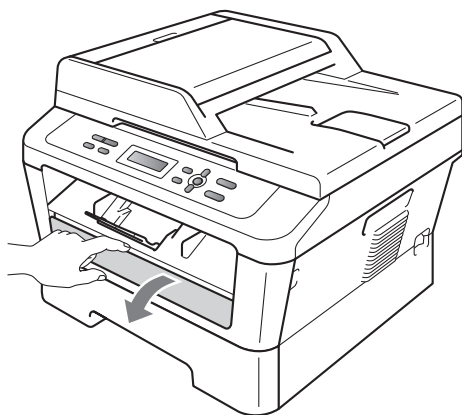
The machine automatically turns on the Manual Feed mode when you put paper in the manual feed slot.

Printing on plain paper or recycled paper from the manual feed slot

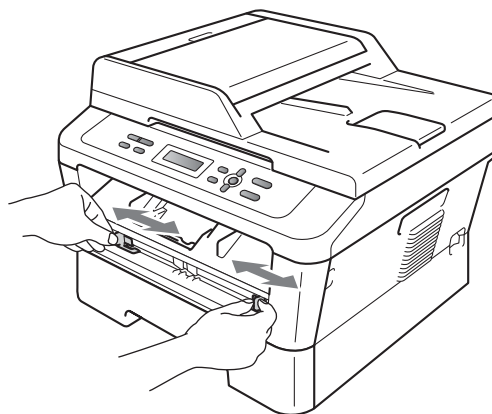
- 1 Unfold the support flap (1) to prevent paper from sliding off the face-down output tray, or remove each page as soon as it comes out of the machine.



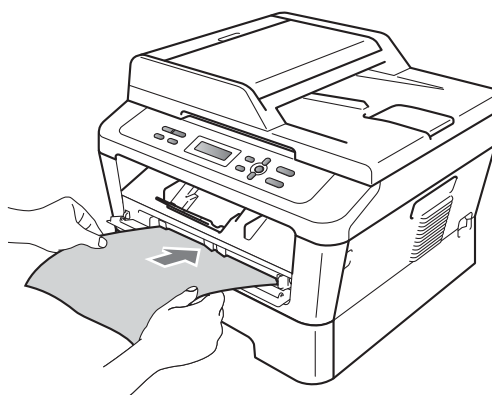
- 2 Open the manual feed slot cover.



- 3 Using both hands, slide the manual feed slot paper guides to the width of the paper that you are going to use.



- 4 Using both hands, put one sheet of paper in the manual feed slot until the front edge of the paper or transparency touches the paper feed roller. When you feel the machine pull in the paper, let go.



Printing on thick paper, bond paper, labels, and envelopes

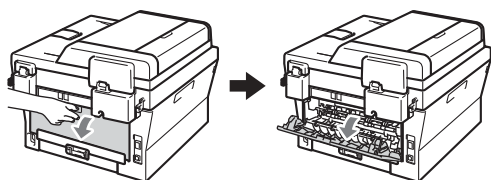
When the back output tray is pulled down, the machine has a straight paper path from the manual feed slot through to the back of the machine. Use this paper feed and output method when you want to print on thick paper, labels or envelopes.



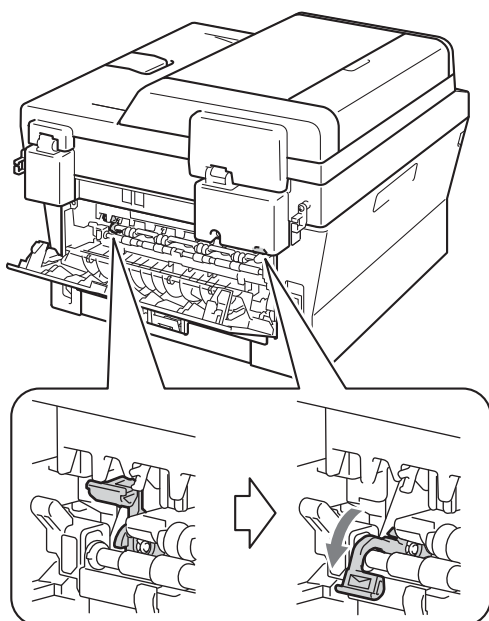
Note

Remove each printed sheet or envelope immediately to prevent a paper jam.

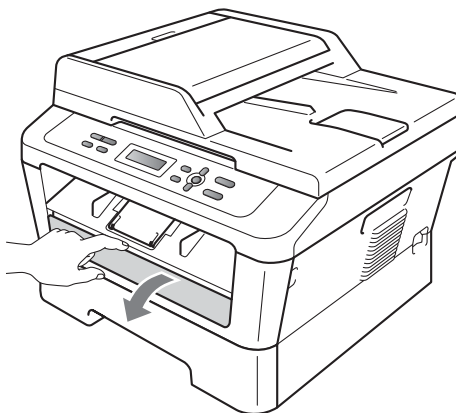
- 1 Open the back cover (back output tray).



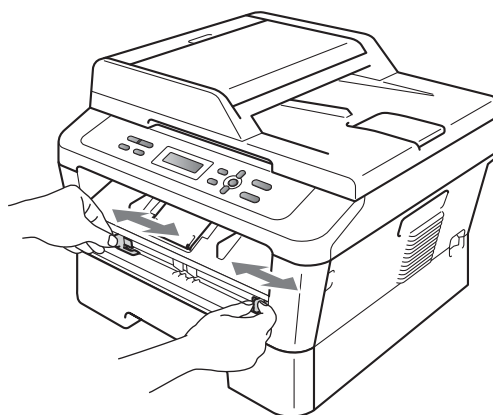
- 2 (For printing envelopes)
Pull down the two green levers, one on the left-hand side and one on the right-hand side, as shown in the illustration below.



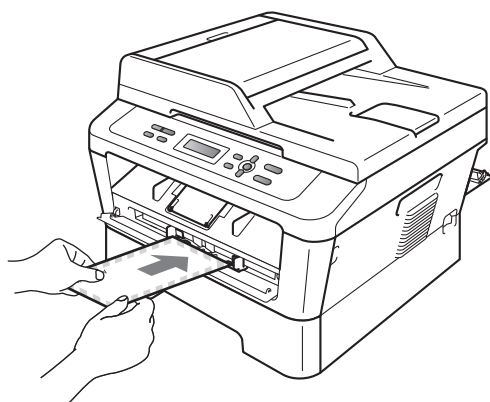
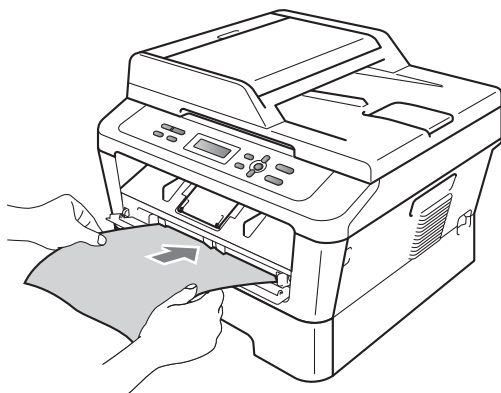
- 3 Open the manual feed slot cover.



- 4 Using both hands, slide the manual feed slot paper guides to the width of the paper that you are going to use.



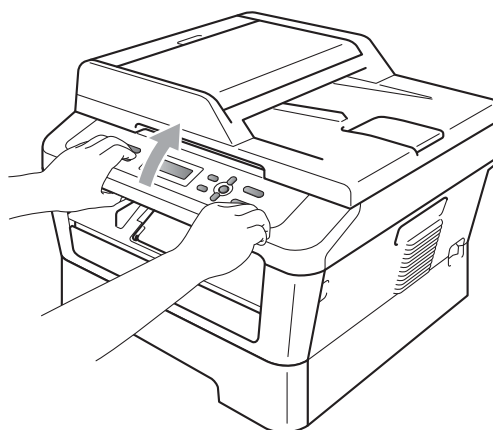
- 5 Using both hands, put one sheet of paper or one envelope in the manual feed slot until the front edge of the paper or envelope touches the paper feed roller. When you feel the machine pull in the paper, let go.



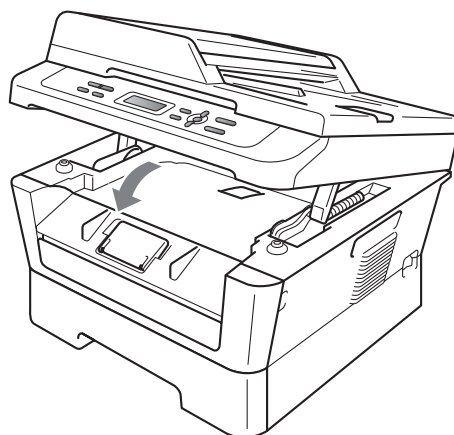
Note

- Put the paper into the manual feed slot with the side to be printed face up.
- Make sure that the print media is straight and in the proper position on the manual feed slot. If it is not, the paper may not be fed properly, resulting in a skewed printout or a paper jam.
- Do not put more than one sheet of paper in the manual feed slot at any one time, as it may cause a jam.

- If you put any print media in the manual feed slot before the machine is in Ready mode, the print media may be ejected without being printed on.
- To easily remove a small printout from the output tray, lift up the scanner cover by using both hands as shown in the illustration.

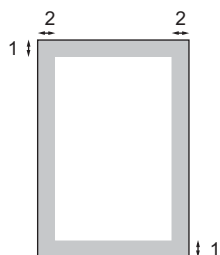


- You can still use the machine while the scanner cover is up. To close the scanner cover, push it down with both hands.



Unscannable and unprintable areas

The figures below show maximum unscannable and unprintable areas. The unscannable and unprintable areas may vary depending on the paper size or settings in the application you are using.



Usage	Document Size	Top (1) Bottom (1)	Left (2) Right (2)
Copy *a single copy or a 1 in 1 copy	Letter	3 mm	4 mm
	A4	3 mm	3 mm
Scan	Letter	3 mm	3 mm
	A4	3 mm	3 mm
Print	Letter	6 mm	6.35 mm
	A4	6 mm	6.35 mm

Paper settings

Paper Type

Set up the machine for the type of paper you are using. This will give you the best print quality.

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 1.General Setup.
Press **OK**.
- 3 Press **▲** or **▼** to choose 1.Paper.
Press **OK**.
- 4 Press **▲** or **▼** to choose 1.Paper Type.
Press **OK**.
- 5 Press **▲** or **▼** to choose Thin, Plain, Thick, Thicker, Recycled Paper or Label.
Press **OK**.
- 6 Press **Stop/Exit**.

Paper Size

You can use several different sizes of paper for printing copies: A4, Letter, Legal, Executive, A5, A5 L, A6, B5, B6 or Folio.

When you change the size of paper in the tray, you will also need to change the setting for paper size at the same time so your machine can fit the document on the page.

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 1.General Setup.
Press **OK**.
- 3 Press **▲** or **▼** to choose 1.Paper.
Press **OK**.
- 4 Press **▲** or **▼** to choose 2.Paper Size.
Press **OK**.
- 5 Press **▲** or **▼** to choose A4, Letter, Legal, Executive, A5, A5 L, A6, B5, B6 or Folio.
Press **OK**.
- 6 Press **Stop/Exit**.

Acceptable paper and other print media

Print quality may vary according to the type of paper you are using.

You can use the following types of print media: thin paper, plain paper, thick paper, bond paper, recycled paper, labels or envelopes.

For best results, follow the instructions below:

- DO NOT put different types of paper in the paper tray at the same time because it may cause paper jams or misfeeds.
- For proper printing, you must choose the same paper size from your software application as the paper in the tray.
- Avoid touching the printed surface of the paper immediately after printing.
- Before you buy a lot of paper, test a small quantity to make sure the paper is suitable.

Type and size of paper

The machine loads paper from the installed standard paper tray or manual feed slot.

The name for the paper trays in the printer driver and this guide are as follows:

Tray and optional unit	Name
Standard paper tray	Tray 1
Manual feed slot	Manual

Paper capacity of the paper trays

	Paper size	Paper type	No. of sheets
Paper Tray (Tray 1)	Letter, Legal, Executive, A4, A5, A5 (Long Edge), A6, B5, B6, Folio ¹ 16K (195x270mm), 16K (184x260mm), 16K (197x273mm)	Plain paper, Thin paper and Recycled paper	up to 250 [80 g/m ²]
Manual feed slot (Manual)	Width: 76.2 to 216 mm Length: 116 to 406.4 mm	Plain paper, Thin paper, Thick paper, Thicker paper, Bond paper, Recycled paper, Envelopes and Labels	Single sheet [80 g/m ²]

¹ Folio size is 215.9 mm x 330.2 mm

Recommended paper specifications

The following paper specifications are suitable for this machine.

Basis weight	75-90 g/m ²
Thickness	80-110 μm
Roughness	Higher than 20 sec.
Stiffness	90-150 cm ³ /100
Grain direction	Long grain
Volume resistivity	10e ⁹ -10e ¹¹ ohm
Surface resistivity	10e ⁹ -10e ¹² ohm-cm
Filler	CaCO ₃ (Neutral)
Ash content	Below 23 wt%
Brightness	Higher than 80%
Opacity	Higher than 85%

- Use paper made for plain paper copying.
- Use paper that is 75 to 90 g/m².
- Use long grain paper with a neutral Ph value, and a moisture content of approx. 5%.
- This machine can use recycled paper that meets DIN 19309 specifications.

Handling and using special paper

The machine is designed to work well with most types of xerographic and bond paper. However, some paper variables may have an effect on print quality or handling reliability. Always test samples of paper before purchasing to ensure desirable performance. Store paper in its original packaging and keep it sealed. Keep the paper flat and away from moisture, direct sunlight and heat.

Some important guidelines when selecting paper are:

- **DO NOT** use inkjet paper because it may cause a paper jam or damage your machine.
- Preprinted paper must use ink that can withstand the temperature of the machine's fusing process 392 degrees Fahrenheit (200 degrees centigrade).
- If you use bond paper, paper that has a rough surface or paper that is wrinkled or creased, the paper may exhibit degraded performance.

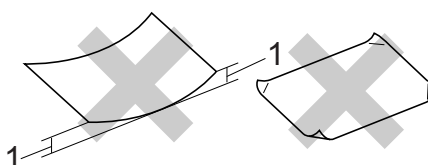
Types of paper to avoid

! IMPORTANT

Some types of paper may not perform well or may cause damage to your machine.

DO NOT use paper:

- that is highly textured
- that is extremely smooth or shiny
- that is curled or warped



1 A curl of 2 mm or greater may cause jams to occur.

- that is coated or has a chemical finish
- that is damaged, creased or folded
- that exceeds the recommended weight specification in this guide
- with tabs and staples
- with letterheads using low temperature dyes or thermography
- that is multipart or carbonless
- that is designed for inkjet printing

If you use any of the types of paper listed above, they may damage your machine. This damage is not covered under any Brother warranty or service agreement.

Envelopes

Most envelopes designed for laser printers will be suitable for your machine. However, some envelopes may have feed and print-quality problems because of the way they have been made. A suitable envelope should have edges with straight, well-creased folds and the leading edge should not be thicker than two sheets of paper. The envelope should lie flat and not be of baggy or flimsy construction. You should buy quality envelopes from a supplier who understands that you will be using the envelopes in a laser machine.

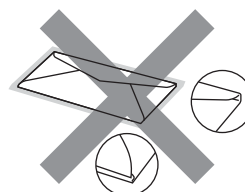
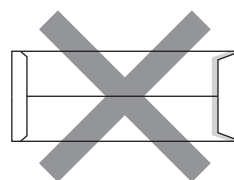
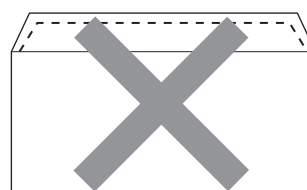
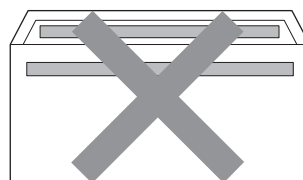
Envelopes can be fed from manual feed slot one at a time. We recommend that you print a test envelope to make sure the print results are what you want before you print or purchase a large quantity of envelopes.

Types of envelopes to avoid

! IMPORTANT

DO NOT use envelopes:

- that are damaged, curled, wrinkled or an unusual shape
- that are extremely shiny or textured
- with clasps, staples, snaps or tie strings
- with self-adhesive closures
- that are of a baggy construction
- that are not sharply creased
- that are embossed (have raised writing on them)
- that were previously printed by a laser machine
- that are pre-printed on the inside
- that cannot be arranged neatly when stacked
- that are made of paper that weighs more than the paper weight specifications for the machine
- with edges that are not straight or consistently square
- with windows, holes, cut-outs or perforations
- with glue on surface as shown in figure below
- with double flaps as shown in figure below
- with sealing flaps that are not folded down when purchased
- with sealing flaps as shown in figure below
- with each side folded as shown in figure below



If you use any of the types of envelopes listed above, they may damage your machine. This damage may not be covered under any Brother warranty or service agreement.

Labels

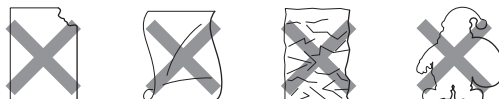
The machine will print on most types of labels designed for use with a laser machine. Labels should have an adhesive that is acrylic-based since this material is more stable at the high temperatures in the fuser unit. Adhesives should not come in contact with any part of the machine, because the label stock may stick to the drum unit or rollers and cause jams and print quality problems. No adhesive should be exposed between the labels. Labels should be arranged so that they cover the entire length and width of the sheet. Using labels with spaces may result in labels peeling off and causing serious jams or print problems.

All labels used in this machine must be able to withstand a temperature of 392 degrees Fahrenheit (200 degrees centigrade) for a period of 0.1 seconds.

Do not feed a label sheet through the machine more than one time.

Types of labels to avoid

Do not use labels that are damaged, curled, wrinkled or an unusual shape.



! IMPORTANT

- Avoid feeding labels with the carrier sheet exposed because your machine will be damaged.
- Label sheets should not exceed the paper weight specifications described in this User's Guide. Labels exceeding this specification may not feed or print properly and may cause damage to your machine.
- DO NOT insert labels that have previously been used or that have labels missing from the sheet.

How to load documents

You can make copies and scan from the scanner glass.

Using the scanner glass

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

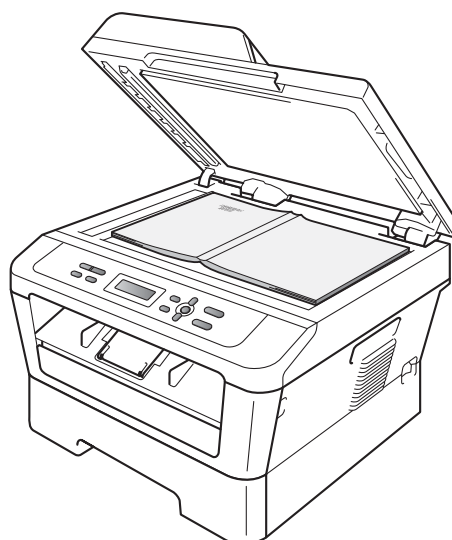
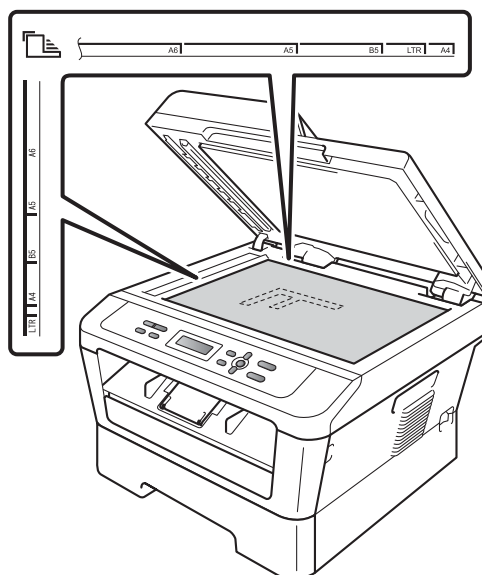
Document Sizes Supported

Length:	Up to 297.0 mm
Width:	Up to 215.9 mm
Weight:	Up to 2.0 kg

How to load documents

- 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 the document is a book or is thick, do not slam or press on the cover.

How to copy

The following steps show the basic copy operation. For details about each option, see the *Advanced User's Guide* on the CD-ROM.



Stack 100% Copies:01
 □□■□ Auto

- 1 Load your document *face down* on the scanner glass. (See *Using the scanner glass* on page 21.)
- 2 If you want to make a single copy, press **Start**.
 If you want to make multiple copies, press repeatedly or hold down ▲ or ▼ to increase or decrease the number of copies, and then press **Start**.

Stop copying

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

Copy settings

You can change the following copy settings:

Press **Menu**, **Options** or **Duplex** and then press ▲ or ▼ to scroll through the copy settings. When the setting you want is displayed, press **OK**.

For details about changing the copy settings, see *Copy settings* in *Chapter 2* of the *Advanced User's Guide*.

You can change the following copy settings:

- Enlarge/Reduce
- Quality
- Brightness
- Contrast
- Page Layout
- Duplex

Printing a document

The machine can receive data from your computer and print it. To print from a computer, install the printer driver. (See *Printing for Windows*® or *Printing and Faxing* for Macintosh in the *Software User's Guide* for details about the print settings.)

- 1 Install the Brother printer driver on the Installation CD-ROM. (See the *Quick Setup Guide*.)
- 2 From your application, choose the Print command.
- 3 Choose the name of your machine in the **Print** dialog box and click **Properties**.
- 4 Choose the settings you want in the **Properties** dialog box.
 - Paper Size
 - Orientation
 - Copies
 - Media Type
 - Resolution
 - Print Settings
 - Multiple Page
 - Duplex / Booklet
 - Paper Source
- 5 Click **OK** to begin printing.

Scanning a document as PDF file using ControlCenter4 (Windows®)

(For Macintosh users) See *Scanning* in the *Software User's Guide*.

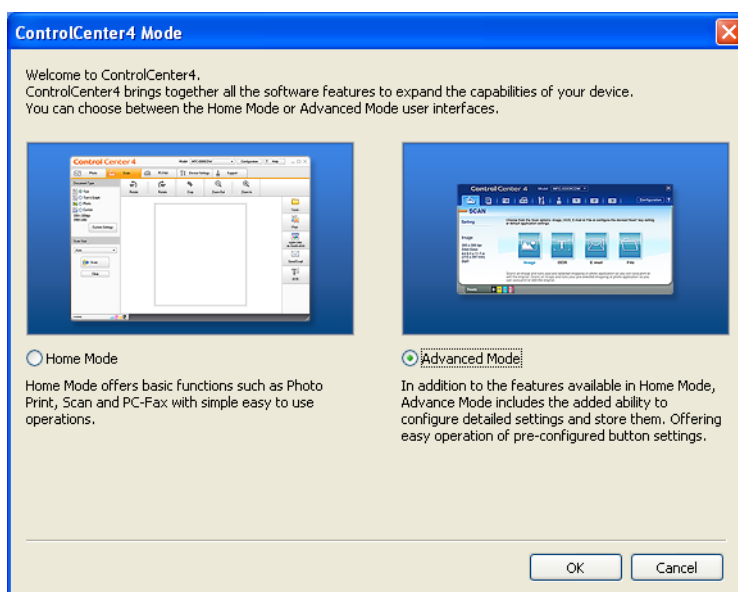


Note

The screens on your PC may vary depending on your model.

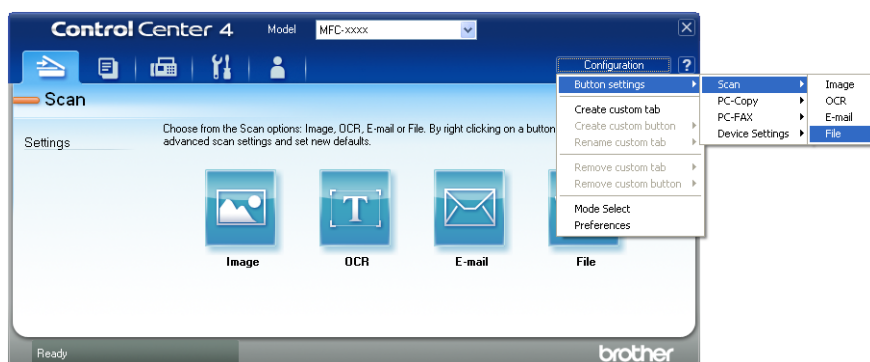
ControlCenter4 is a software utility that lets you quickly and easily access the applications you use most often. Using ControlCenter4 eliminates the need to manually launch specific applications. You can use ControlCenter4 on your computer.

- 1 Load your document. (See *How to load documents* on page 21.)
- 2 Open ControlCenter4 by clicking **start/All Programs/Brother/XXX-XXXX** (where XXX-XXXX is your model name)/**ControlCenter4**. The ControlCenter4 application will open.
- 3 Choose **Home Mode** or **Advanced Mode** before you use ControlCenter4.

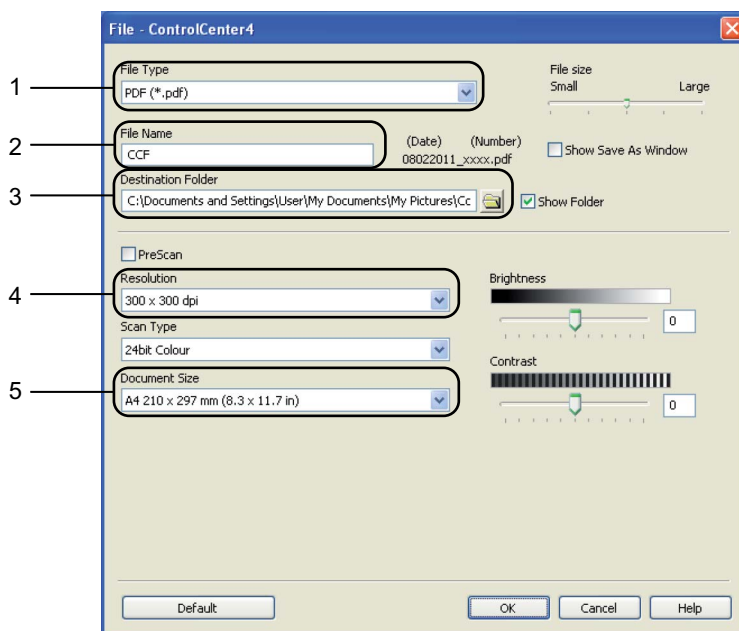



- 4 Make sure the machine you want to use is selected from the **Model** pull-down list.

- 5 Set the file type for saving to a folder. By default, the scanned data is saved as **JPEG (*.jpg)**. Click **Configuration**, and then select **Button settings**, **Scan** and **File**.



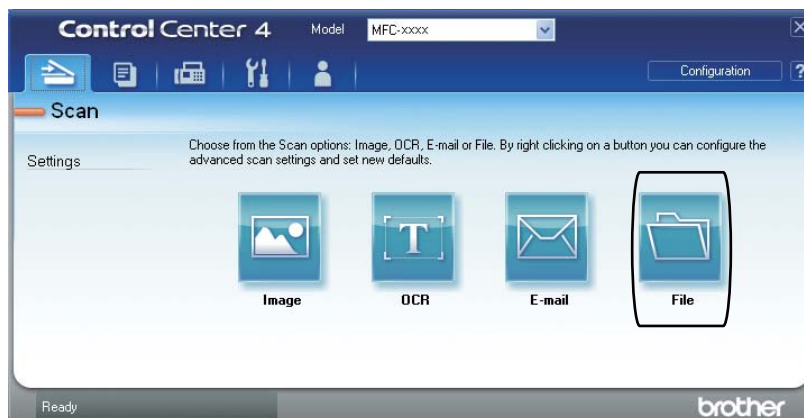
The configuration dialog box appears. You can change the default settings.



- 1 Choose **PDF (*.pdf)** from the **File Type** pull-down list.
- 2 You can enter the file name you want to use for the document.
- 3 You can save the file to the default folder, or choose your preferred folder by clicking the  **Browse** button.
- 4 You can choose a scanning resolution from the **Resolution** pull-down list.
- 5 You can choose the document size from the pull-down list.

- 6 Click **OK**.

- 7 Click **File**.
The machine starts the scanning process. The folder where the scanned data is saved will open automatically.



Changing the SCAN key settings

Before scanning

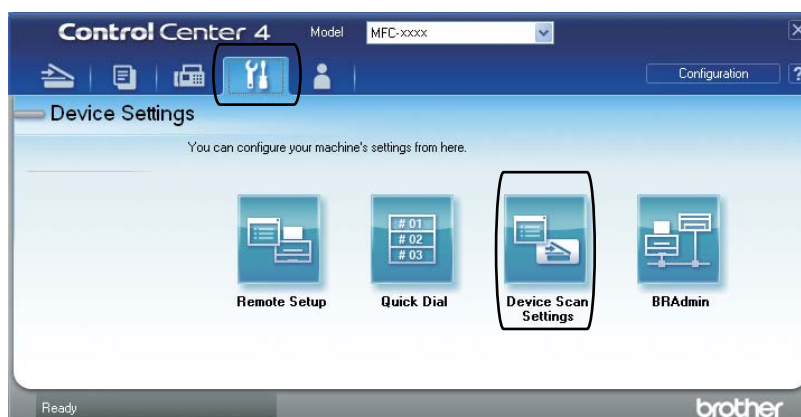
To use the machine as a scanner, install a scanner driver. If the machine is on a network, configure it with a TCP/IP address.

- Install the scanner drivers on the Installation CD-ROM. (See the *Quick Setup Guide*.)
- Configure the machine with a TCP/IP address if network scanning does not work. (See *Configuring Network Scanning* in the *Software User's Guide*.)

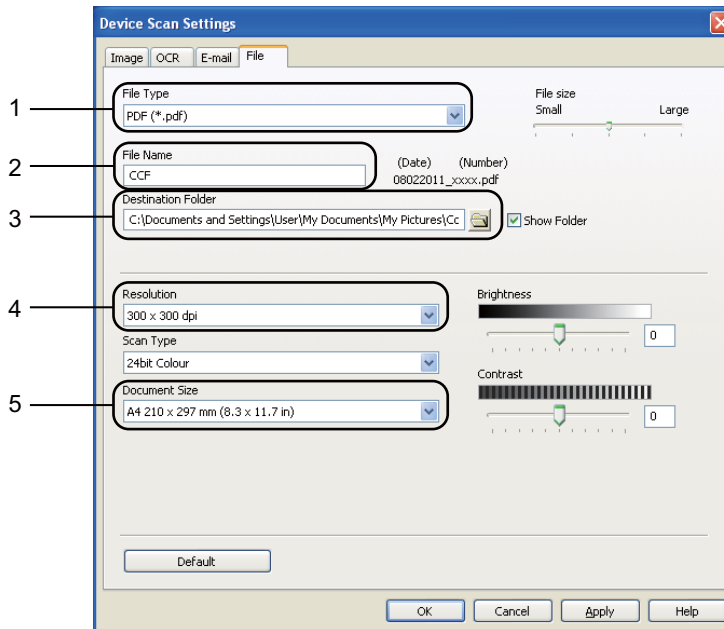
SCAN key settings


You can change your machine's **SCAN** key settings using ControlCenter4.

- 1 Open ControlCenter4 by clicking **start/All Programs/Brother/XXX-XXXX** (where XXX-XXXX is your model name)/**ControlCenter4**. The ControlCenter4 application will open.
- 2 Make sure the machine you want to use is selected from the **Model** pull-down list.
- 3 Click the **Device Settings** tab.
- 4 Click **Device Scan Settings**.




- 5 Choose the **File** tab. You can change the default settings.



- 1 You can choose the file type from the pull-down list.
- 2 You can enter the file name you want to use for the document.
- 3 You can save the file to the default folder, or choose your preferred folder by clicking the  **Browse** button.
- 4 You can choose a scanning resolution from the **Resolution** pull-down list.
- 5 You can choose the document size from the pull-down list.

- 6 Click **OK**.

Scanning using the SCAN key

- 1 Load your document. (See *How to load documents* on page 21.)
- 2 Press  (**SCAN**).
- 3 Press ▲ or ▼ to choose `Scan to PC`.
Press **OK**.
- 4 Press ▲ or ▼ to choose `File`.
Press **OK**.
- 5 (For Network users)
Press ▲ or ▼ to choose the destination computer you want to send to.
Press **OK**.
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination computer using the dial pad on the control panel.
Press **OK**.
- 6 Press **Start**.
The machine starts the scanning process.



Note

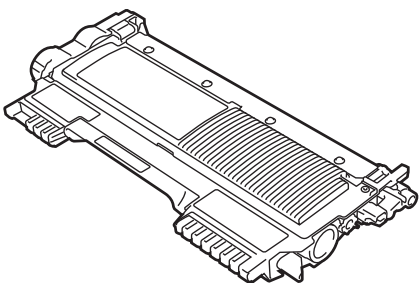
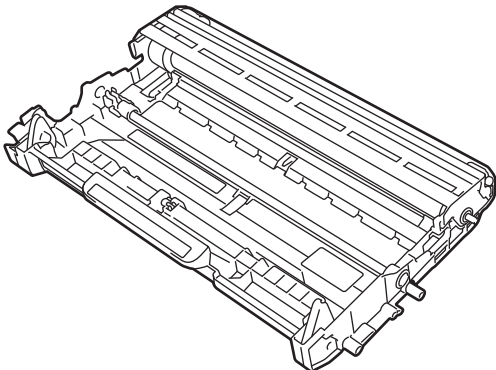
Choose the scan mode you want.

Scan to:

- `E-mail` (Scan to PC)
 - `Image` (Scan to PC)
 - `OCR` (Scan to PC)
 - `File` (Scan to PC)
-

Replacing the consumable items

The machine will indicate when it is time to replace the consumable items. (See *Replacing the toner cartridge* on page 32 and *Replacing the drum unit* on page 38.) To avoid any inconvenience, you may want to buy spare consumable items before the machine stops printing.

Toner cartridge	Drum unit
See <i>Replacing the toner cartridge</i> on page 32. Order No. TN-420, TN-450	See <i>Replacing the drum unit</i> on page 38. Order No. DR-420
	



Note

- Discard used consumable according to local regulations, keeping it separate from domestic waste. If you have questions, call your local waste disposal office.
- We recommend placing used consumable items on a piece of paper to prevent accidentally spilling or scattering the material inside.
- If you use paper that is not a direct equivalent for the recommended paper, the life of consumable items and machine parts may be reduced.
- The projected life of the toner cartridges is based on ISO/IEC 19752. Frequency of replacement will vary depending on the complexity of printed pages, percentage of coverage and type of media used.

Replacing the toner cartridge

Order No. For the Order No. of toner cartridges, see *Replacing the consumable items* on page 31.

The Standard toner cartridge can print approximately 1,200 pages¹. The High Yield toner cartridge can print approximately 2,600 pages¹. Actual page count will vary depending on your average type of document. When a toner cartridge is running low, the LCD shows `Toner Low`.

The toner cartridge that comes supplied with the machine is a Starter toner cartridge that will need to be replaced after approximately 700 pages¹.

¹ Approx. cartridge yield is declared in accordance with ISO/IEC 19752.

! IMPORTANT

Brother strongly recommends that you DO NOT refill the toner cartridge provided with your machine. We also strongly recommend that you continue to use only Genuine Brother Brand replacement toner cartridges. Use or attempted use of potentially incompatible toner 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 toner and/or cartridges. To protect your investment and obtain premium performance from the Brother machine, we strongly recommend the use of Genuine Brother Supplies.



Note

- It is a good idea to keep a new toner cartridge ready for use when you see the `Toner Low` warning.
- To ensure high quality printing, we recommend that you use only Genuine Brother Brand toner cartridges. When you want to buy toner cartridges, please call Brother Customer Service.
- We recommend that you clean the machine when you replace the toner cartridge. See *Cleaning and Checking the machine* in Appendix A of the *Advanced User's Guide*.
- If you change the print density setting for lighter or darker printing, the amount of toner used will change.
- Wait to unpack the toner cartridge until immediately before you put it into the machine.

Toner Low

`Toner Low`

If the LCD shows `Toner Low`, buy a new toner cartridge and have it ready before you get a `Replace Toner` message.

Replace Toner

When the following message appears on the LCD, you need to replace the toner cartridge:

`Replace Toner`

The machine will stop printing until you replace the toner cartridge. A new and unused genuine Brother toner cartridge will reset the Replace Toner mode.

**Note**

To force the machine to continue printing after the LCD shows *Replace Toner*, set the machine to Continue mode (Press **Menu**, press **▲** or **▼** to choose **1.General Setup** and press **OK**, press **▲** or **▼** to choose **4.Replace Toner** and press **OK**, press **▲** or **▼** to choose **Continue** and press **OK**). The machine will continue printing until the LCD shows *Toner Ended*. (For details about the Toner settings, see *Toner Settings* in *Chapter 1 of the Advanced User's Guide*.)

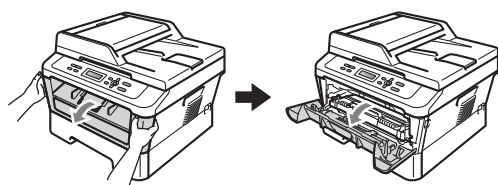
Toner Ended

Toner Ended

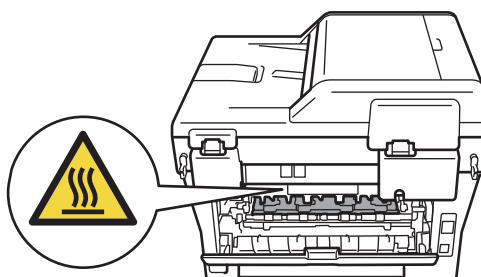
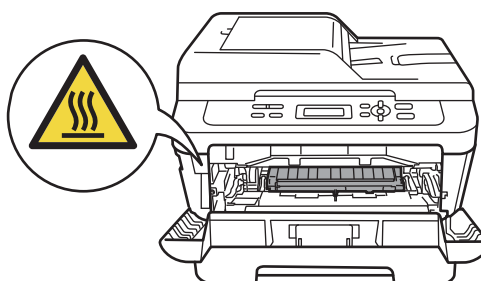
The machine stops printing until you replace the toner cartridge with a new one. (See *Replacing the toner cartridge* on page 33.)

Replacing the toner cartridge

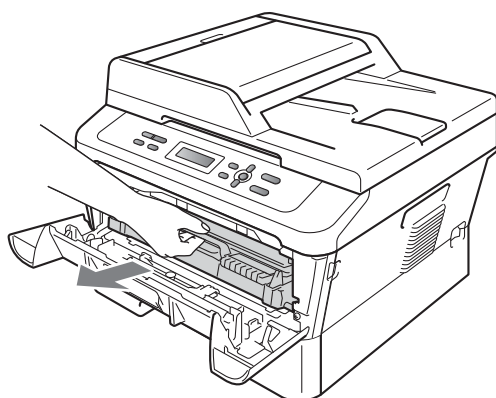
- 1 Make sure that the machine is turned on.
- 2 Open the front cover and leave the machine turned on for 10 minutes to cool down.

**WARNING****HOT SURFACE**

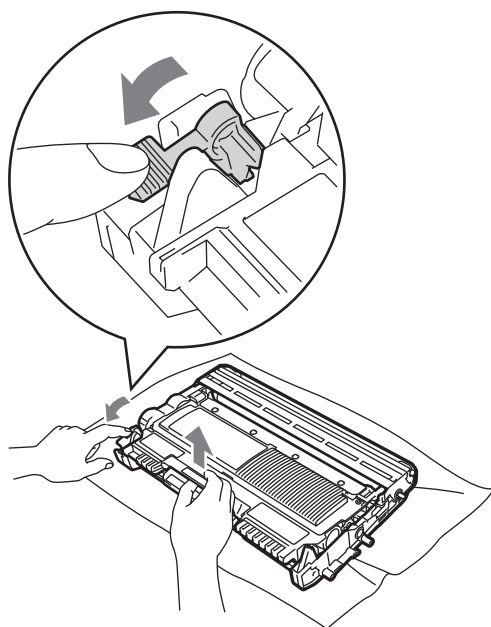
After you have just used the machine, some internal parts of the machine will be extremely hot. When you open the front or back cover (back output tray) of the machine, DO NOT touch the shaded parts shown in the illustration. If you do this, you may burn yourself.



- 3 Take out the drum unit and toner cartridge assembly.



- 4 Push down the green lock lever and take the toner cartridge out of the drum unit.



WARNING

DO NOT put a toner cartridge into a fire. It could explode, resulting in injuries.

DO NOT use cleaning materials that contain ammonia, alcohol, any type of spray or any type of flammable substance to clean the inside or outside of the machine. Doing this may cause a fire or electrical shock.

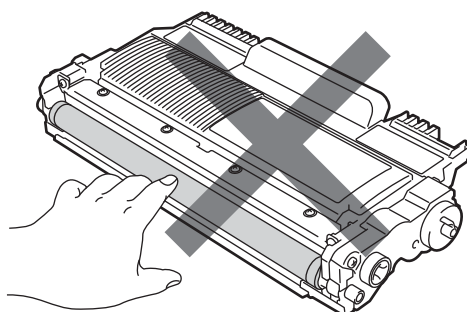
See *To use the product safely* in the *Safety and Legal* booklet for how to clean the machine.

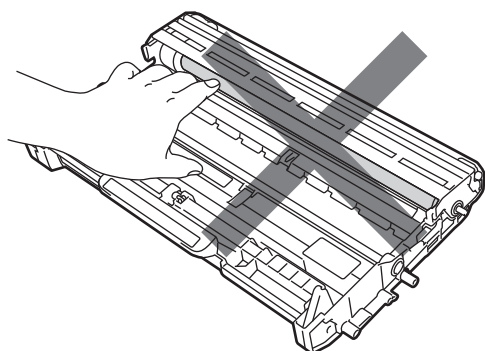


Be careful not to inhale toner.

IMPORTANT

- We recommend that you place the drum unit and/or the toner cartridge on a clean, flat, level, stable surface with a sheet of disposable paper or cloth underneath it in case you accidentally spill or scatter toner.
- Handle the toner cartridge carefully. If toner scatters on your hands or clothes, immediately wipe or wash it off with cold water.
- To avoid print quality problems, DO NOT touch the shaded parts shown in the illustration.



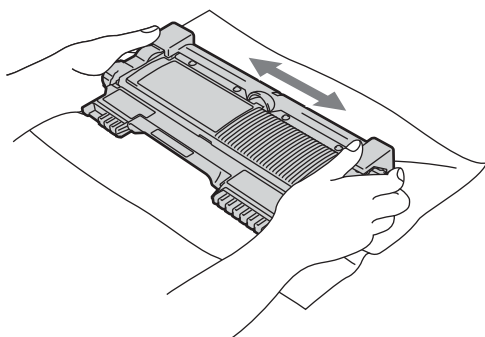


Note

- Be sure to seal up the toner cartridge tightly in a suitable bag so that toner powder does not spill out of the cartridge.
- Discard used consumable according to local regulations, keeping it separate from domestic waste. If you have questions, call your local waste disposal office.

5

Unpack the new toner cartridge. Hold the cartridge level with both hands and gently shake it from side to side several times to spread the toner evenly inside the cartridge.

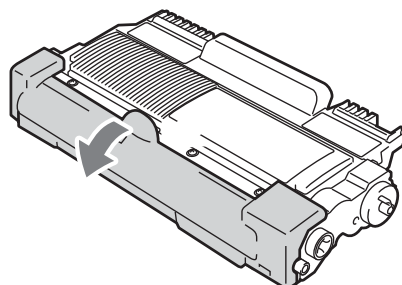


! IMPORTANT

Wait to unpack the new toner cartridge until immediately before you put it in the machine. If a toner cartridge is left unpacked for a long time, the toner life will be shortened.

6

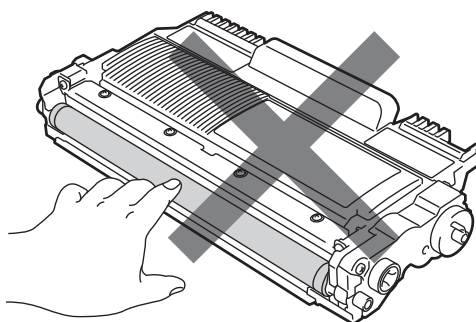
Pull off the protective cover.



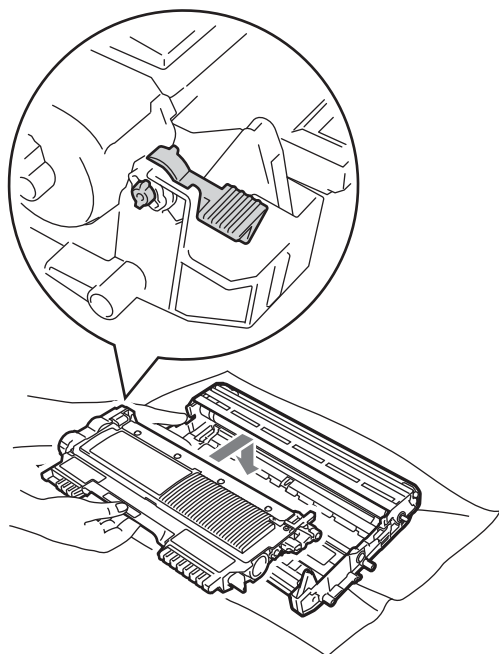
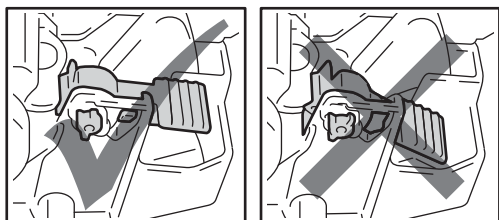
A

! IMPORTANT

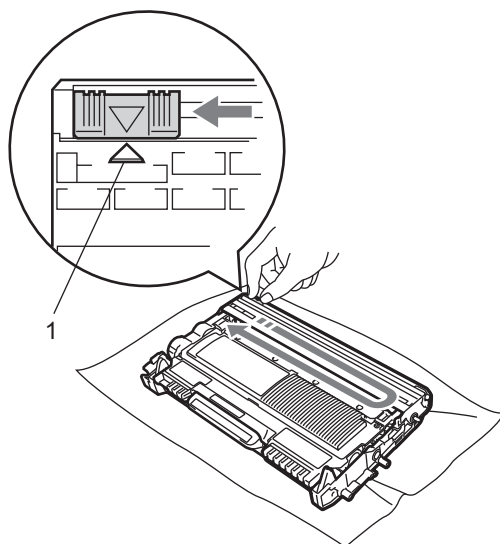
Put the toner cartridge in the drum unit immediately after you have removed the protective cover. To prevent any degradation to the print quality, DO NOT touch the shaded parts shown in the illustrations.



- 7 Put the new toner cartridge firmly into the drum unit until you hear it lock into place. If you put it in properly, the green lock lever will lift automatically.



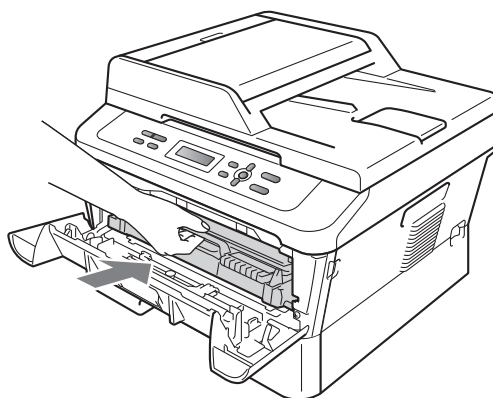
- 8 Clean the primary corona wire inside the drum unit by gently sliding the green tab from left to right and right to left several times.



Note

Be sure to return the tab to the home position (▲) (1). If you do not, printed pages may have a vertical stripe.

- 9 Put the drum unit and toner cartridge assembly back into the machine. Close the front cover.



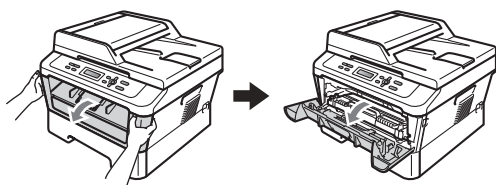
**Note**

After replacing the toner cartridge, DO NOT turn off the machine's power switch or open the front cover until the LCD returns to Ready mode.

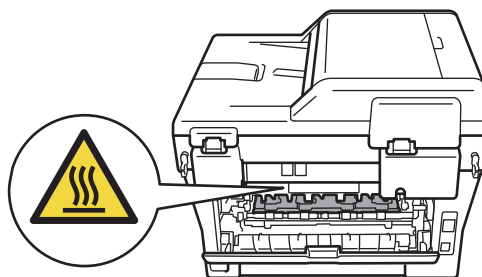
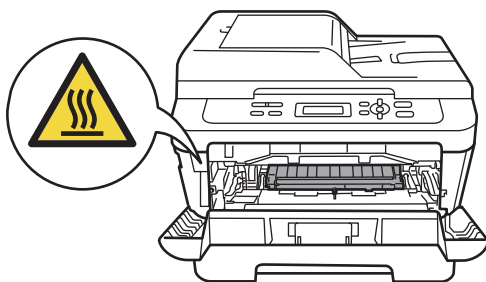
Cleaning the corona wire

If you have print quality problems, clean the corona wire as follows:

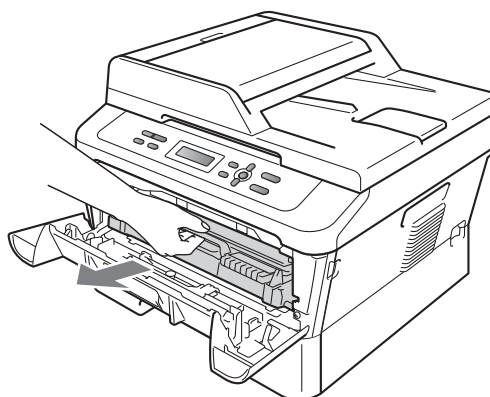
- 1 Open the front cover and leave the machine turned on for 10 minutes to cool down.

**WARNING****HOT SURFACE**

After you have just used the machine, some internal parts of the machine will be extremely hot. When you open the front or back cover (back output tray) of the machine, DO NOT touch the shaded parts shown in the illustration. If you do this, you may burn yourself.



- 2 Slowly take out the drum unit and toner cartridge assembly.



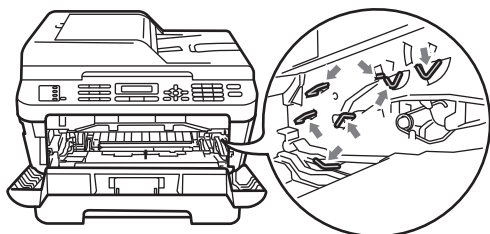
A

**CAUTION**

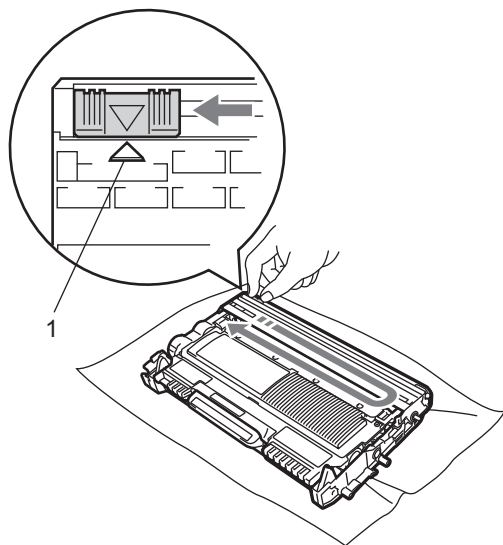
We recommend that you place the drum unit and toner cartridge assembly on a clean, flat surface with a sheet of disposable paper or cloth underneath it in case you accidentally spill or scatter toner.

Handle the toner cartridge carefully. If toner scatters on your hands or clothes, immediately wipe or wash it off with cold water.

To prevent damage to the machine caused by static electricity, DO NOT touch the electrodes shown in the illustration.



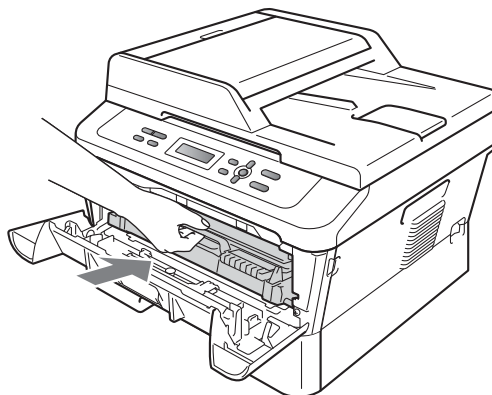
- 3 Clean the corona wire inside the drum unit by gently sliding the green tab from left to right and right to left several times.



Note

Be sure to return the tab to the home position (▲) (1). If you do not, printed pages may have a vertical stripe.

- 4 Put the drum unit and toner cartridge assembly back into the machine. Close the front cover.



Replacing the drum unit

Order No. DR-420

A new drum unit can print approximately 12,000 Letter or A4 size single-sided pages.



Note

- There are many factors that determine the actual drum life, such as the temperature, humidity, type of paper, type of toner used and so on. Under ideal conditions, the average drum life is estimated at approximately 12,000 pages. The actual number of pages that your drum will print may be significantly less than this estimate. Because we have no control over the many factors that determine the actual drum life, we cannot guarantee a minimum number of pages that will be printed by your drum.
- For best performance, use only genuine Brother toner. The machine should be used only in a clean, dust-free environment with adequate ventilation.

- Printing with a non-Brother drum unit may reduce not only the print quality but also the quality and life of the machine itself. Warranty coverage does not apply to problems caused by the use of a non-Brother drum unit.

Drum Error

Drum Error

The corona wire has become dirty. Clean the corona wire in the drum unit. (See *Cleaning the corona wire* on page 37.)

If you cleaned the corona wire and Drum Error was not cleared, replace the drum unit with a new one.

Replace Drum

Replace Drum

Please replace the drum unit with a new one. We recommend a genuine Brother drum unit be installed at this time.

After replacement, reset the drum counter by following the instructions included with the new drum unit.

Drum Stop

Drum Stop

We cannot guarantee the print quality. Please replace the drum unit with a new one. We recommend a genuine Brother drum unit be installed at this time.

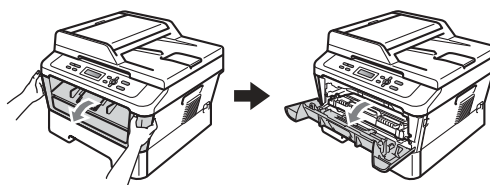
After replacement, reset the drum counter by following the instructions included with the new drum unit.

Replacing the drum unit

! IMPORTANT

- While removing the drum unit, handle it carefully because it may contain toner. If toner scatters on your hands or clothes, immediately wipe or wash it off with cold water.
- Every time you replace the drum unit, clean the inside of the machine. (See *Cleaning and Checking the machine* in Appendix A of the *Advanced User's Guide*.)

- 1 Make sure that the machine is turned on.
- 2 Open the front cover and leave the machine turned on for 10 minutes to cool down.

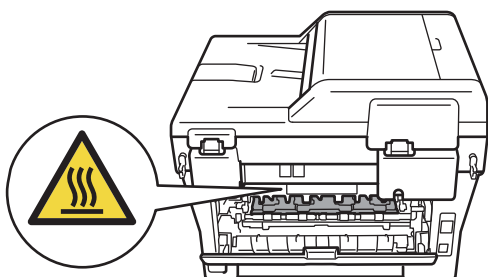
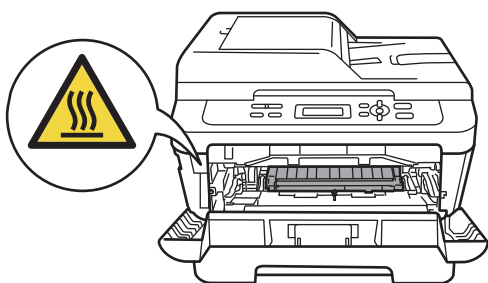


! WARNING

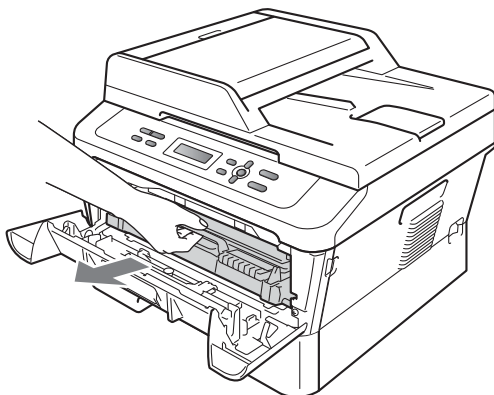


HOT SURFACE

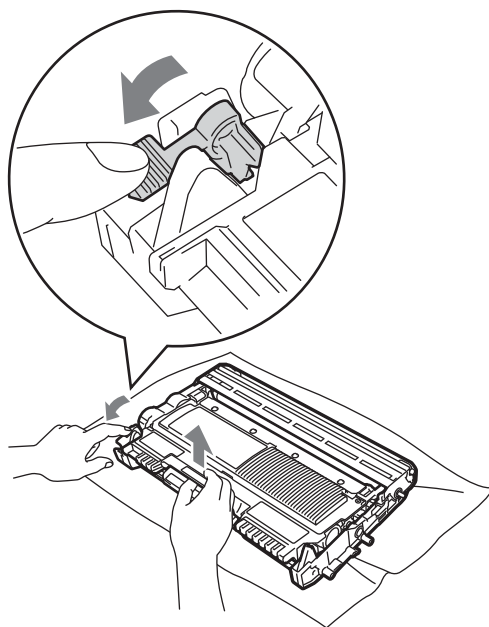
After you have just used the machine, some internal parts of the machine will be extremely hot. When you open the front or back cover (back output tray) of the machine, DO NOT touch the shaded parts shown in the illustration. If you do this, you may burn yourself.



- 3 Take out the drum unit and toner cartridge assembly.



- 4 Push down the green lock lever and take the toner cartridge out of the drum unit.



! WARNING

DO NOT put a toner cartridge into a fire. It could explode, resulting in injuries.

DO NOT use cleaning materials that contain ammonia, alcohol, any type of spray, or any type of flammable substance to clean the outside or inside of the machine. Doing this may cause a fire or electrical shock.

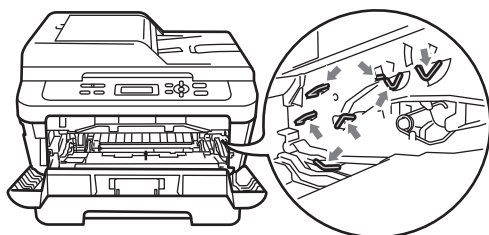
See *To use the product safely* in the *Safety and Legal booklet* for how to clean the machine.



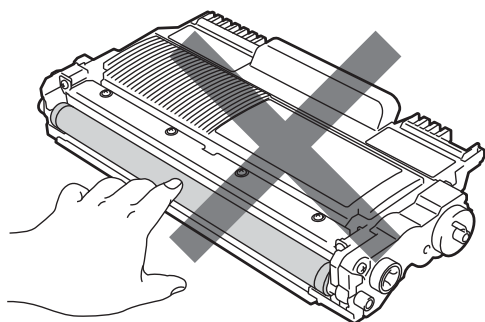
Be careful not to inhale toner.

! IMPORTANT

- To prevent damage to the machine from static electricity, DO NOT touch the electrodes shown in the illustration.

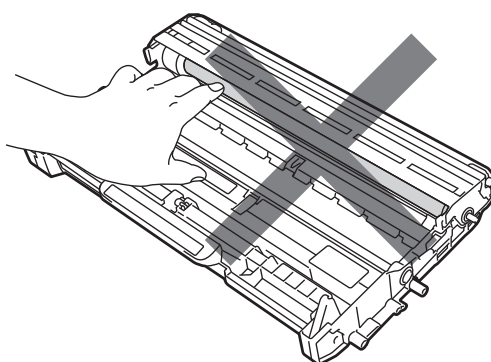


- Handle the toner cartridge carefully. If toner scatters on your hands or clothes, immediately wipe or wash it off with cold water.
- We recommend that you place the drum unit and/or the toner cartridge on a clean, flat surface with a sheet of disposable paper or cloth underneath it in case you accidentally spill or scatter toner.
- To avoid print quality problems, DO NOT touch the shaded parts shown in the illustrations.



5 ! IMPORTANT

- To avoid print quality problems, DO NOT touch the shaded parts shown in the illustrations.



- Wait to unpack the new drum unit until immediately before you put it in the machine. Exposure to direct sunlight or room light may damage the drum unit.

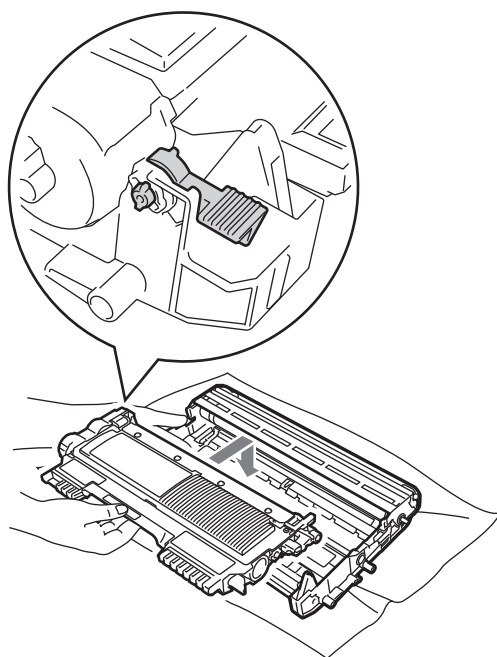
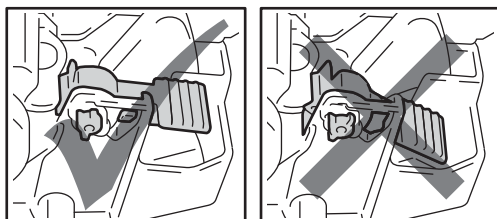
A



Note

Discard used consumable according to local regulations, keeping it separate from domestic waste. If you have questions, call your local waste disposal office.

- 6 Put the toner cartridge firmly into the new drum unit until you hear it lock into place. If you put the cartridge in properly, the green lock lever will lift automatically.



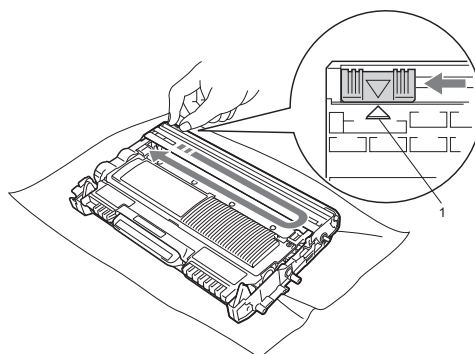
Note

Make sure that you put in the toner cartridge properly or it may separate from the drum unit.

- 7 Clean the corona wire of the drum unit by gently sliding the green tab from left to right and right to left several times.

⚠ CAUTION

Be sure to return the green tab to the home position (▲) (1). If you do not, printed pages may have a vertical stripe.



- 8 Put the new drum unit and toner cartridge assembly in the machine.

Resetting the drum counter

When you replace the drum unit with a new one, you need to reset the drum counter by completing the following steps:

- 1 Open the front cover and press **Clear**. To confirm you are installing a new drum unit, press ▲.
- 2 When the LCD shows *Accepted*, close the front cover.

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 error or required routine maintenance and shows the appropriate message. The most common error and maintenance messages are shown below.

You can correct most errors and perform routine maintenance 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
Cartridge Error	The toner cartridge is not installed properly.	Pull out the drum unit and remove the toner cartridge, then re-install the toner cartridge in the drum unit.
Cooling Down Wait for a while	The temperature of the drum unit or toner cartridge is too hot. The machine will pause its current print job and go into cooling down mode. During the cooling down mode, you will hear the cooling fan running while the LCD shows <i>Cooling Down, and Wait for a while</i> .	Make sure that you can hear the fan in the machine spinning and that the exhaust outlet is not blocked by something. If the fan is spinning, remove any obstacles that surround the exhaust outlet, and then leave the machine turned on but do not use it for several minutes. If the fan is not spinning, disconnect the machine from the AC power outlet for several minutes then reconnect it.
Cover is Open	The front cover is not completely closed.	Close the front cover of the machine.
Cover is Open	The fuser cover is not completely closed or paper was jammed in the back of the machine when you turned on the power.	<ul style="list-style-type: none"> ■ Close the fuser cover of the machine. ■ Make sure paper is not jammed inside the back of the machine, and then close the fuser cover and press Start.
Drum Error	The corona wire on the drum unit needs to be cleaned.	Clean the corona wire on the drum unit. (See <i>Cleaning the corona wire</i> on page 37.)
Drum Stop	It is time to replace the drum unit.	Replace the drum unit. (See <i>Replacing the drum unit</i> on page 39.)
Duplex Disabled	The duplex tray is removed or is not properly installed.	Carefully put the duplex tray into the machine until it clicks into place.
	The back of the machine is not closed completely.	Close the back cover of the machine.
EL Error	The machine has a mechanical problem.	Open the front cover and close it again.

Error Message	Cause	Action
Fuser Error	The temperature of the fuser unit does not rise to a specified temperature within the specified time.	Turn the power switch off, wait a few seconds, and then turn it on again. Leave the machine for 15 minutes with the power turned on.
	The fuser unit is too hot.	
Init Unable XX	The machine has a mechanical problem.	<ul style="list-style-type: none"> ■ Disconnect the machine from the power for several minutes and then reconnect it. ■ If the problem continues, call Brother Customer Service.
Jam Duplex	The paper is jammed in the duplex tray at the back of the machine.	(See <i>Paper is jammed in the Duplex Tray</i> on page 53.)
Jam Inside	The paper is jammed inside the machine.	(See <i>Paper is jammed inside the machine</i> on page 49.)
Jam Rear	The paper is jammed in the back of the machine.	(See <i>Paper is jammed at the back of the machine</i> on page 47.)
Jam Tray	The paper is jammed in the paper tray of the machine.	(See <i>Paper is jammed in the standard paper tray</i> on page 46.)
No Paper	The machine is out of paper or paper is not properly loaded in the paper tray.	<p>Do one of the following:</p> <ul style="list-style-type: none"> ■ Refill the paper in the paper tray and press Start. ■ Remove the paper and load it again. Then press Start. ■ If the problem is not resolved, the paper pick-up roller may need to be cleaned. Clean the paper pick-up roller. (See <i>Cleaning the paper pick-up rollers in Appendix A of the Advanced User's Guide</i>.)
Manual Feed	Manual feed was selected as the paper source when there was no paper in the manual feed slot.	Place a sheet of paper in the manual feed slot. (See <i>Loading paper in the manual feed slot</i> on page 10.)
No Toner	The toner cartridge is not installed correctly.	Pull out the drum unit. Take out the toner cartridge and then put it back into the drum unit.
Out of Memory	The machine's memory is full.	<p>Do one of the following:</p> <ul style="list-style-type: none"> ■ Press Start to copy the scanned pages. (Copy operation in progress) ■ Press Stop/Exit and wait until the other operations in progress finish, and then try again. ■ Reduce print resolution. (See the <i>Basic tab in the Software User's Guide</i>.)

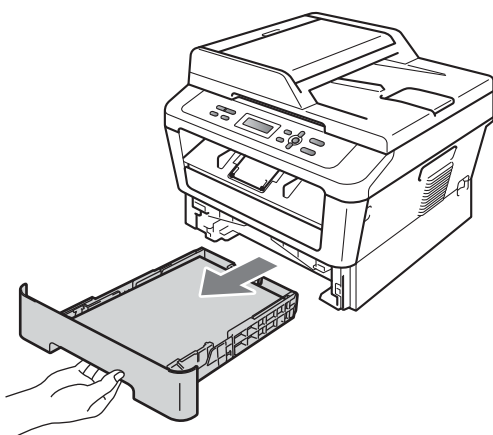
Error Message	Cause	Action
Print Unable XX	The machine has a mechanical problem.	Do one of the following: <ul style="list-style-type: none"> ■ Disconnect the machine from the AC power outlet for several minutes, then reconnect it. ■ If the problem continues, call Brother Customer Service.
Replace Drum	It is time to replace the drum unit.	Replace the drum unit. (See <i>Replacing the drum unit</i> on page 39.)
	The drum unit counter was not reset when a new drum was installed.	Reset the drum unit counter. (See <i>Resetting the drum counter</i> on page 42.)
Replace Toner	The machine will stop printing until you replace the toner cartridge.	If you have set the Toner setting to Stop , replace the toner cartridge with a new and unused genuine Brother toner cartridge. This will reset the Replace Toner mode. (See <i>Replacing the toner cartridge</i> on page 32.) If you have set the Toner setting to Continue , the machine will continue to print data until the LCD shows Toner Ended . For how to operate the machine in Continue mode, see <i>Toner Settings</i> in Chapter 1 of the <i>Advanced User's Guide</i> .
Size Error DX	The paper in the tray is not a suitable size for automatic duplex printing.	Load A4 paper for automatic duplex printing, and then press Start . (See <i>Print media</i> on page 77.)
Toner Ended	It is time to replace the toner cartridge.	Replace the toner cartridge with a new one. (See <i>Replacing the toner cartridge</i> on page 32.)
Toner Low	You will need to replace the toner cartridge soon.	Buy a new toner cartridge before you get a Replace Toner message.

Paper Jams

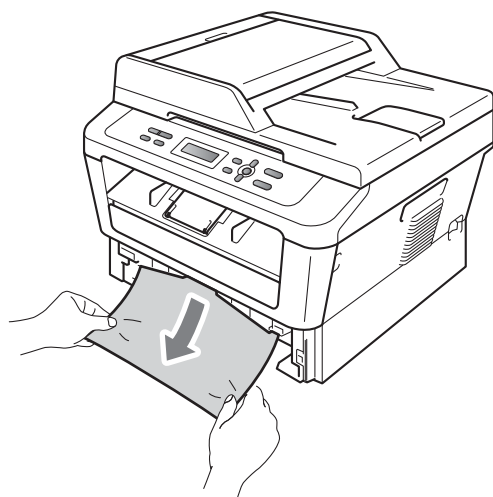
Paper is jammed in the standard paper tray

If the LCD shows Jam Tray, follow these steps:

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



- 2 Use both hands to slowly pull out the jammed paper.



! IMPORTANT

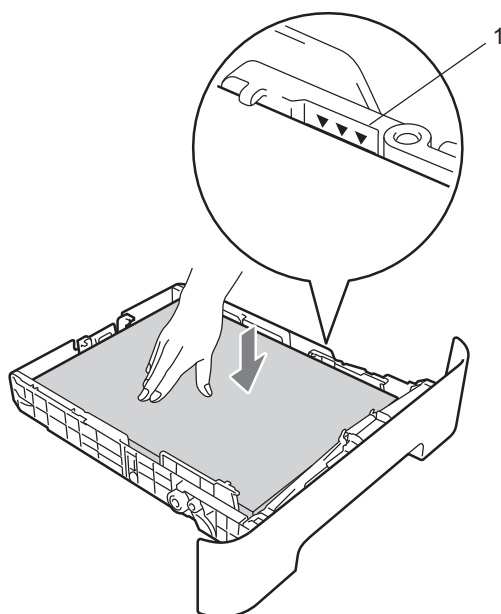
If the paper cannot easily be removed in this direction, stop and follow the instructions for *Paper is jammed inside the machine* on page 49.



Note

Pulling out the jammed paper downwards allows you to remove the paper more easily.

- 3 Make sure the paper is below the maximum paper mark (▼▼▼) (1) of the paper tray. While pressing the green paper-guide release lever, slide the paper guides to fit the paper size. Make sure that the guides are firmly in the slots. (See *Loading paper in the standard paper tray* on page 8.)

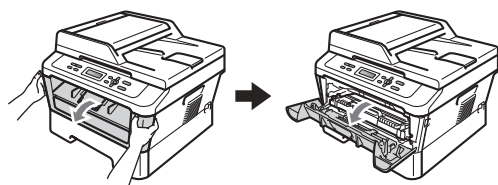


- 4 Put the paper tray firmly back in the machine.

Paper is jammed at the back of the machine

If the LCD shows **Jam Rear**, a paper jam occurred behind the back cover. Follow these steps:

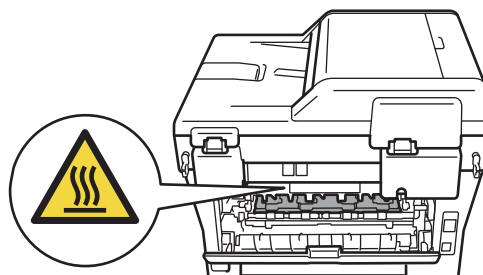
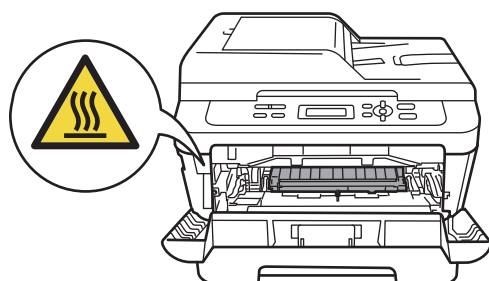
- 1 Open the front cover. Leave the machine turned on for 10 minutes to cool down.



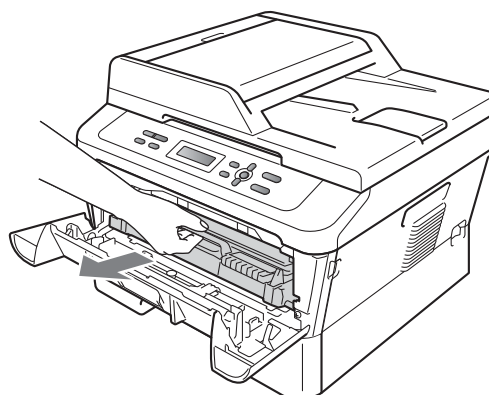
WARNING

HOT SURFACE

After you have just used the machine, some internal parts of the machine will be extremely hot. When you open the front or back cover (back output tray) of the machine, DO NOT touch the shaded parts shown in the illustration. If you do this, you may burn yourself.

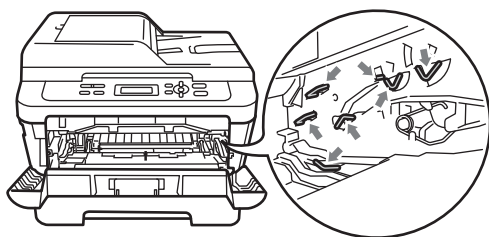


- 2 Slowly take out the drum unit and toner cartridge assembly.

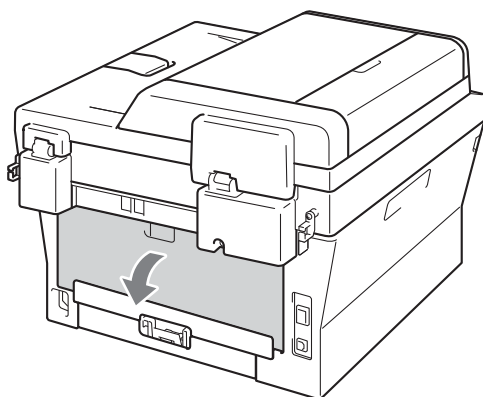


! IMPORTANT

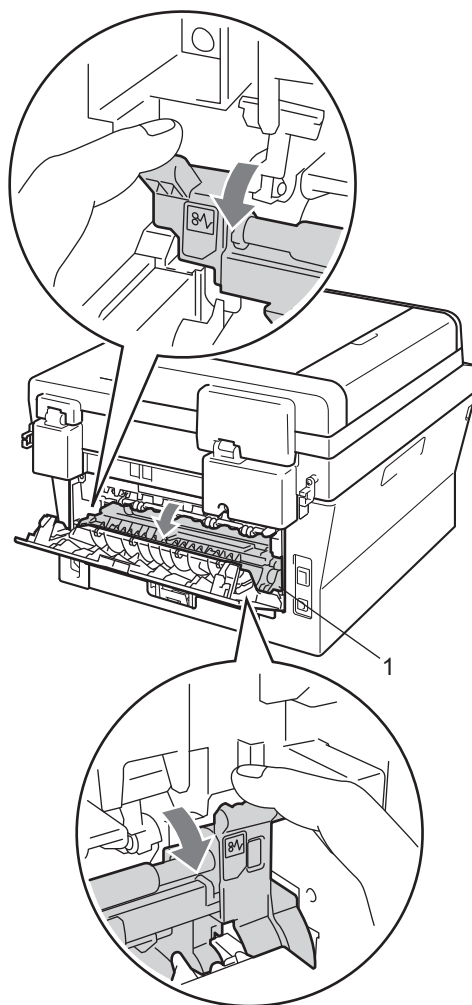
- We recommend that you place the drum unit and the toner cartridges on a clean, flat surface with a sheet of disposable paper or cloth underneath it in case you accidentally spill or scatter toner.
- To prevent damage to the machine caused by static electricity, **DO NOT** touch the electrodes shown in the illustration.



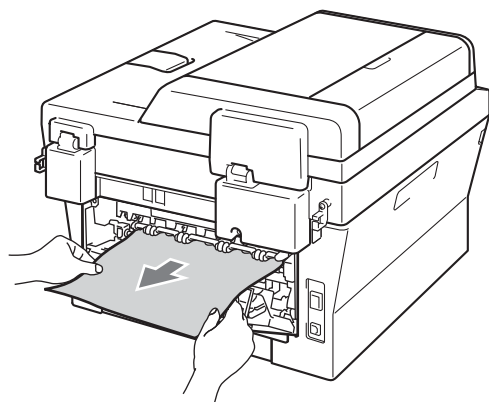
- 3 Open the back cover (face-up output tray).



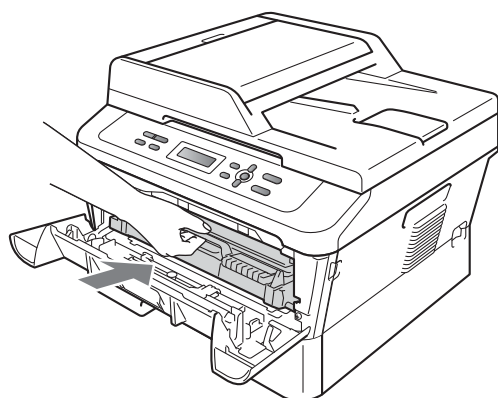
- 4 Pull down the tabs at the left and right hand sides to open the fuser cover (1).



- 5 Using both hands, gently pull the jammed paper out of the fuser unit.



- 6 Close the fuser cover and the back cover (face-up output tray).
- 7 Put the drum unit and toner cartridge assembly back into the machine.

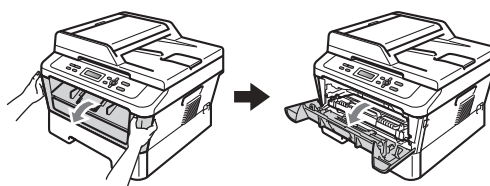


- 8 Close the front cover. If the machine does not start printing automatically, press **Start**.

Paper is jammed inside the machine

If the LCD shows **Jam Inside**, follow these steps:

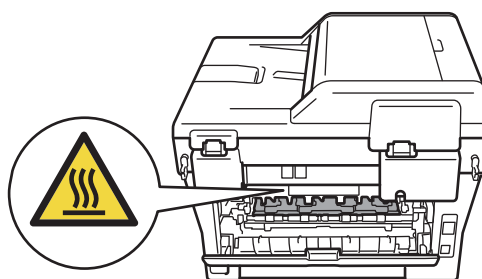
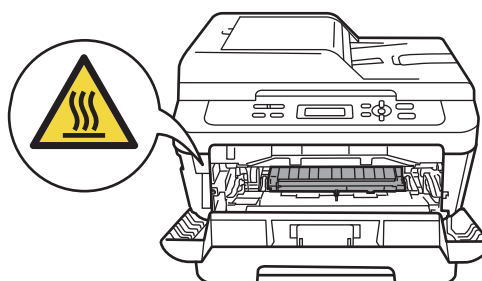
- 1 Leave the machine turned on for 10 minutes to cool down.
- 2 Open the front cover.



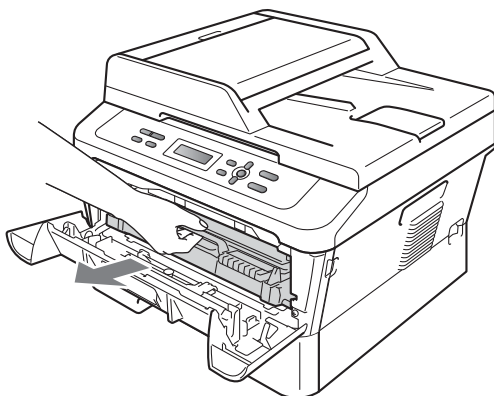
WARNING

HOT SURFACE

After you have just used the machine, some internal parts of the machine will be extremely hot. When you open the front or back cover (back output tray) of the machine, **DO NOT** touch the shaded parts shown in the illustration. If you do this, you may burn yourself.



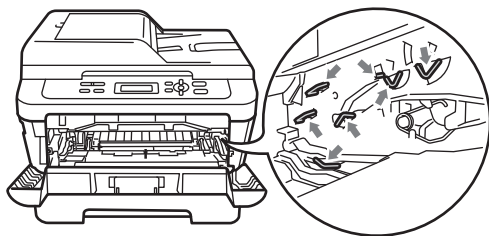
- 3 Slowly take out the drum unit and toner cartridge assembly. The jammed paper may be pulled out with the drum unit and toner cartridge assembly, or this may release the paper so you can pull it out of the inside of the machine.



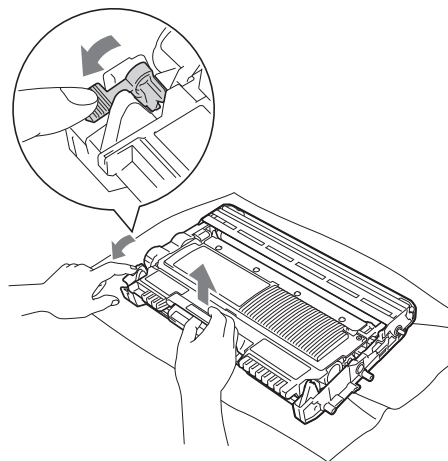
If you can not remove the drum unit and toner cartridge assembly easily, do not use extra force. Instead, go to step 7.

! IMPORTANT

- We recommend that you put the drum unit and toner cartridge assembly on a piece of disposable paper or cloth in case you accidentally spill or scatter toner.
- To prevent damage to the machine from static electricity, DO NOT touch the electrodes shown in the illustration.

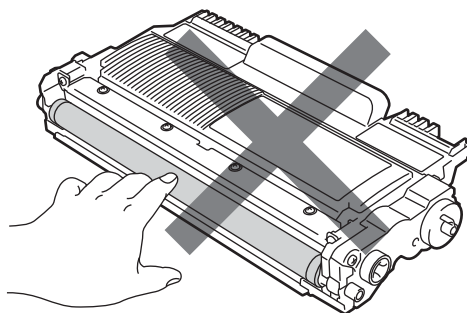


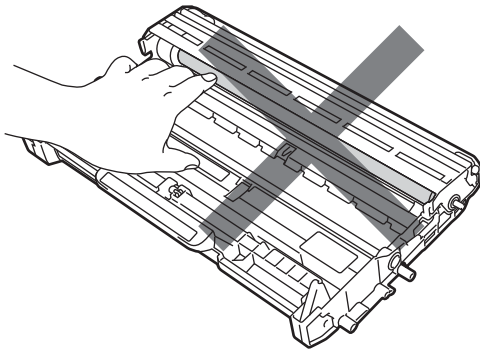
- 4 Push down the green lock lever and take the toner cartridge out of the drum unit. Clear the jammed paper if there is any inside the drum unit.



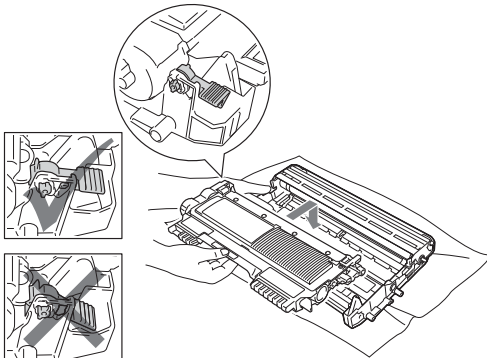
! IMPORTANT

- Handle the toner cartridge carefully. If toner scatters on your hands or clothes, immediately wipe or wash it off with cold water.
- To avoid print quality problems, DO NOT touch the shaded parts shown in the illustrations.



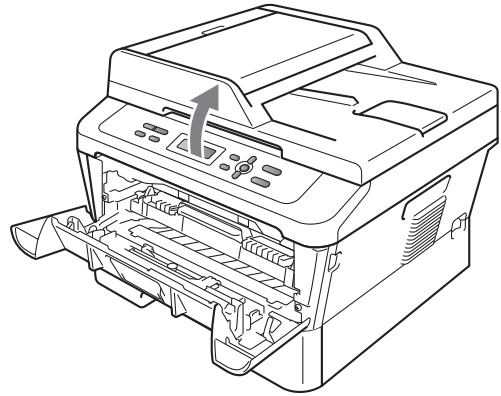


- 5 Put the toner cartridge back into the drum unit until you hear it lock into place. If you put the cartridge in properly, the green lock lever will lift automatically.

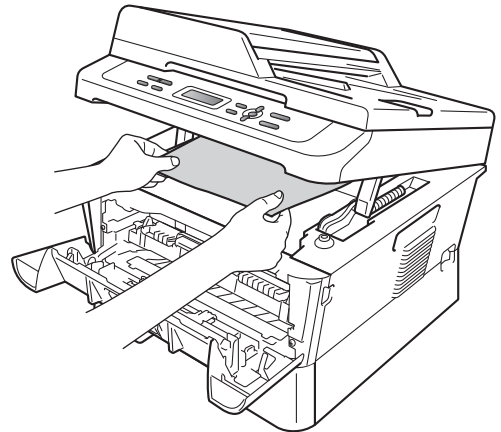


- 6 If you were able to remove the drum unit and toner cartridge assembly and the jammed paper, you have cleared the paper jam. Put the drum unit and toner cartridge assembly back into the machine and close the front cover. If the machine does not start printing automatically, press **Start**.

- 7 Lift the scanner cover.

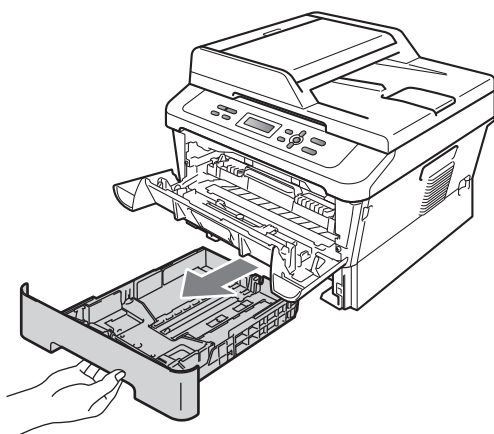


Use both hands to carefully pull the jammed paper up and out of the output tray opening.

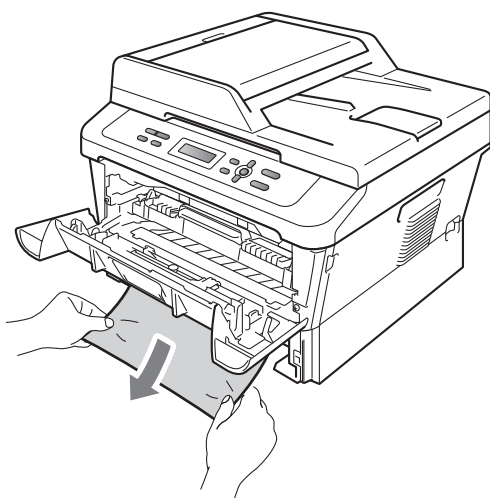


- 8 Close the scanner cover.

- 9 If you could not pull the jammed paper out of the output tray opening as shown in step 7, take the paper tray completely out of the machine.



- 10 Pull the jammed paper out of the paper tray opening.



- 11 Put the paper tray back into the machine. If you have removed the jammed paper, you have cleared the paper jam.



Note

- If the LCD shows a **Jam Inside** message, check if there is a torn piece of paper inside the machine and drum unit by following the instructions in steps 3 to 6.
- If you turn off the machine while the LCD shows a **Jam Inside** message, the machine will print incomplete data from your computer.

Paper is jammed in the Duplex Tray

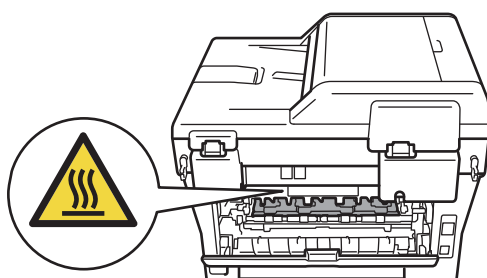
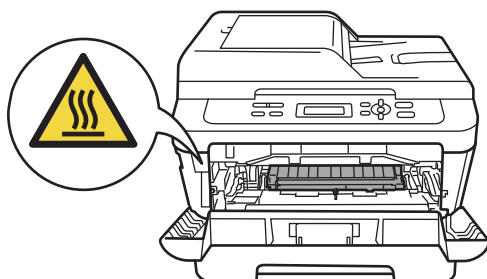
If the LCD shows **Jam Duplex**, follow these steps:

- 1 Leave the machine turned on for 10 minutes to cool down.

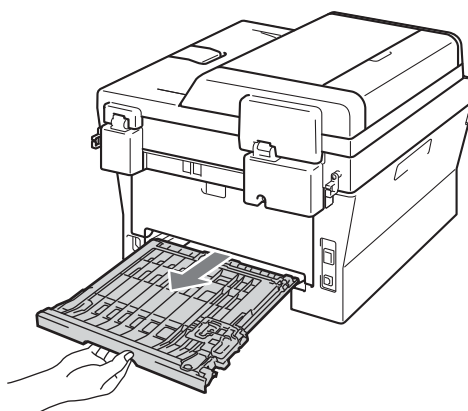
WARNING

HOT SURFACE

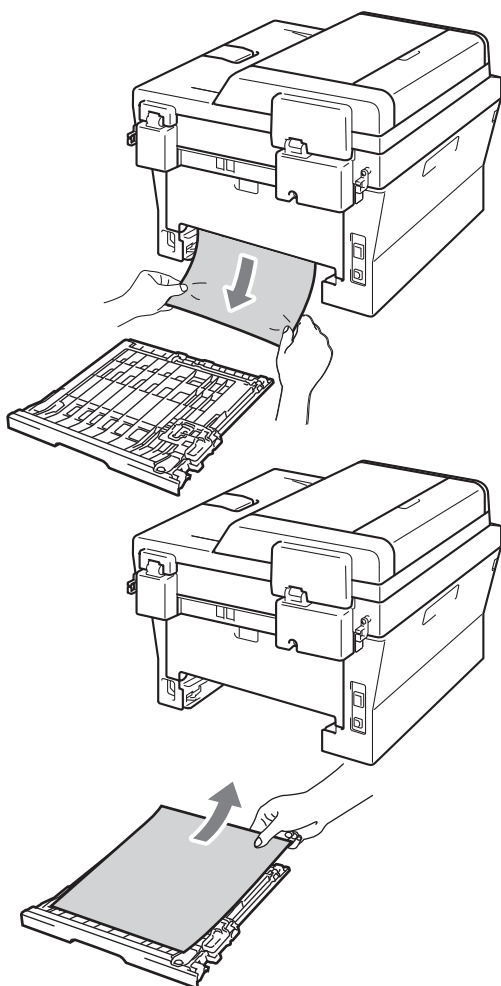
After you have just used the machine, some internal parts of the machine will be extremely hot. When you open the front or back cover (back output tray) of the machine, **DO NOT** touch the shaded parts shown in the illustration. If you do this, you may burn yourself.



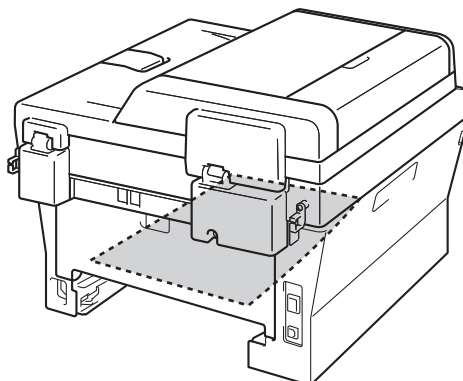
- 2 Pull the duplex tray completely out of the machine.



- 3 Pull the jammed paper out of the machine or the duplex tray.



- 4 Make sure that the jammed paper does not remain under the machine from static electricity.



- 5 Put the duplex tray back in the machine.

If you are having difficulty with your machine

! 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, check the chart below and follow the troubleshooting tips. You can solve most problems 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/>.

Copy difficulties

Difficulties	Suggestions
Vertical black line appears in copies.	Black vertical lines on copies are typically caused by dirt or correction fluid on the glass strip, or the corona wire is dirty. (See <i>Cleaning the scanner glass</i> in <i>Appendix A</i> of the <i>Advanced User's Guide</i> and <i>Cleaning the corona wire</i> on page 37.)
Copies are blank.	Make sure you are loading the document properly. (See <i>Using the scanner glass</i> on page 21.)

B

Printing difficulties

Difficulties	Suggestions
Poor print quality	See <i>Improving the print quality</i> on page 59.
No printout.	<ul style="list-style-type: none"> ■ Check that the machine is plugged in and the power switch is turned on. ■ Check that the toner cartridge and drum unit are installed properly. (See <i>Replacing the drum unit</i> on page 39.) ■ Check the interface cable connection on both the machine and your computer. (See the <i>Quick Setup Guide</i>.) ■ Check that the correct printer driver has been installed and chosen. ■ Check to see if the LCD is showing an error message. (See <i>Error and maintenance messages</i> on page 43.) ■ Check that the machine is online: <ul style="list-style-type: none"> (Windows® 7 and Windows Server® 2008 R2) Click the Start button and Devices and Printers. Right-click Brother DCP-XXXX Printer. Make sure that Use Printer Offline is unchecked. (Windows Vista®) Click the Start button, Control Panel, Hardware and Sound, and then Printers. Right-click Brother DCP-XXXX Printer. Make sure that Use Printer Offline is unchecked. (Windows® XP and Windows Server® 2003/2008) Click the Start button and choose Printers and Faxes. Right-click Brother DCP-XXXX Printer. Make sure that Use Printer Offline is unchecked. (Windows® 2000) Click the Start button and choose Settings and then Printers. Right-click Brother DCP-XXXX Printer. Make sure that Use Printer Offline is unchecked.

Printing difficulties (continued)

Difficulties	Suggestions
The machine prints unexpectedly or it prints garbage.	<ul style="list-style-type: none"> ■ Press Job Cancel to cancel print jobs. ■ Check the settings in your application to make sure it is set up to work with your machine. ■ Pull out the paper tray and wait until the machine stops printing. Then turn off the machine's power switch and disconnect from the power for several minutes.
The machine prints the first couple of pages correctly, then some pages have text missing.	<ul style="list-style-type: none"> ■ Check the settings in your application to make sure that it is set up to work with your machine. ■ Your computer is not recognizing the machine's input buffer's full signal. Make sure that you connected the interface cable correctly. (See the <i>Quick Setup Guide</i>.)
The headers or footers appear when the document displays on the screen but they do not show up when it is printed.	There is an unprintable area on the top and bottom of the page. Adjust the top and bottom margins in your document to allow for this. (See <i>Unscannable and unprintable areas</i> on page 14.)
The machine does not print on both sides of the paper even though the printer driver setting is Duplex.	Check the paper size setting in the printer driver. You need to choose A4 (60 to 105 g/m ²).
The machine is not printing or has stopped printing.	<p>Press Job Cancel.</p> <p>As the machine cancels the job and clears it from the memory it may produce an incomplete printout.</p>

Scanning difficulties

Difficulties	Suggestions
TWAIN errors appear while scanning.	Make sure that the Brother TWAIN driver is chosen as the primary source. In Presto! PageManager, click File, Select Source and choose the Brother TWAIN driver.
OCR does not work.	<p>Try increasing the scanning resolution.</p> <p>(Macintosh users)</p> <p>Make sure you have downloaded and installed Presto! PageManager from http://nj.newsoft.com.tw/download/brother/PM9SEInstaller_BR_multilang.dmg</p>

Software difficulties

Difficulties	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.
Cannot perform '2 in 1' or '4 in 1' printing.	Check that the paper size setting in the application and in the printer driver are the same.
The machine does not print from Adobe® Illustrator®.	Try to reduce the print resolution. (See <i>Advanced tab</i> in the <i>Software User's Guide</i> .)

Paper handling difficulties

Difficulties	Suggestions
The machine does not feed paper. The LCD shows No Paper or a Paper Jam message.	<ul style="list-style-type: none"> ■ If there is no paper, load a new stack of paper into the paper tray. ■ If there is paper in the paper tray, make sure it is straight. If the paper is curled, you should straighten it. Sometimes it is helpful to remove the paper, turn the stack over and put it back into the paper tray. ■ Reduce the amount of paper in the paper tray, and then try again. ■ Make sure that manual feed mode is not chosen in the printer driver. ■ Clean the paper pick-up roller. See <i>Cleaning the paper pick-up rollers</i> in <i>Appendix A</i> of the <i>Advanced User's Guide</i>. ■ If the LCD shows the Paper Jam message and you still have a problem, see <i>Error and maintenance messages</i> on page 43.
How do I print on envelopes?	You can load envelopes from the manual feed slot. Your application must be set up to print the envelope size you are using. This is usually done in the Page Setup or Document Setup menu of your application.
What paper can I use?	<p>You can use thin paper, plain paper, thick paper, bond paper, recycled paper, envelopes and labels that are made for laser machines. (For details, see <i>Acceptable paper and other print media</i> on page 16.)</p> <ul style="list-style-type: none"> ■ You can load envelopes from the manual feed slot.
There is a paper jam.	Clear the jammed paper.

Print quality difficulties

Difficulties	Suggestions
Printed pages are curled.	<ul style="list-style-type: none"> ■ Low quality thin or thick paper or not printing on the recommended side of the paper could cause this problem. Try turning over the stack of paper in the paper tray. ■ Make sure that you choose the Paper Type that suits the print media type you are using. (See <i>Acceptable paper and other print media</i> on page 16.)
Printed pages are smeared.	The Paper Type setting may be incorrect for the type of print media you are using, or the print media may be too thick or have a rough surface. (See <i>Acceptable paper and other print media</i> on page 16 and <i>Basic tab</i> in the <i>Software User's Guide</i> .)
Printouts are too light.	<ul style="list-style-type: none"> ■ If this problem occurs when making copies or printing turn Toner Save mode to Off in the machine menu settings. (See <i>Toner Save</i> in <i>Chapter 1</i> of the <i>Advanced User's Guide</i>.) ■ Set Toner Save mode to Off in the Advanced tab in the printer driver. (See <i>Advanced tab</i> in the <i>Software User's Guide</i>.) ■ In the Basic tab of the printer driver, click the Settings button and check the Enhance Black Printing check box.

Other

Difficulties	Suggestions
The machine will not turn on.	<p>Adverse conditions on the power connection (such as lightning or a power surge) may have triggered the machine's internal safety mechanisms. Turn the machine off and unplug the power cord. Wait for ten minutes, then plug in the power cord and turn the machine on.</p> <p>If the problem is not solved, turn off the machine. Plug the power cord into a different known working outlet and turn on the machine.</p>

Improving the print quality


If you have a print quality problem, make a copy first (put a document on the scanner glass and press **Start**). If the printout looks good, the problem is probably not the machine. Check the interface cable connections or try printing a different document. If the printout or test page printed from the machine has a quality problem, check the following steps first. And then, if you still have a print quality problem, check the chart below and follow the recommendations.


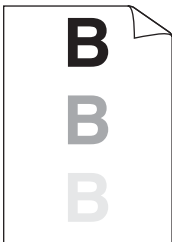







Note


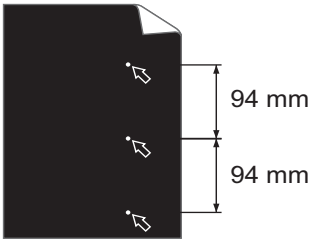
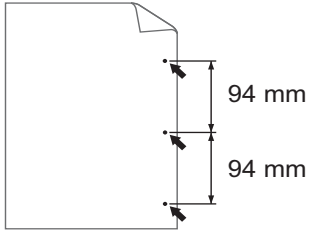

Using non-Brother supplies may affect the print quality, hardware performance, and machine reliability.

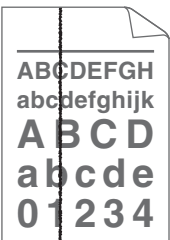


- 1 To get the best print quality, we suggest using the recommended paper. Check that you use paper that meets our specifications. (See *Acceptable paper and other print media* on page 16.)
- 2 Check that the drum unit and toner cartridge assembly are installed properly.

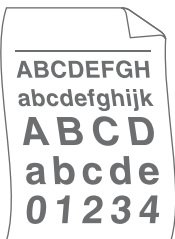
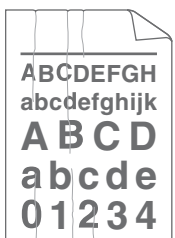
Examples of poor print quality	Recommendation
 <p>Faint</p>	<ul style="list-style-type: none"> ■ Take out the drum unit and toner cartridge assembly. Hold the assembly level with both hands and gently shake it from side to side several times to spread the toner evenly inside the cartridge. ■ Check if the Toner Setting for Replace Toner is set to Continue (Continue mode). See <i>Toner settings</i> in <i>Chapter 1</i> of the <i>Advanced User's Guide</i>. ■ Check the machine's environment. Conditions such as humidity, high temperatures, and so on, may cause this print fault. See the <i>Safety and Legal booklet</i>. ■ If the whole page is too light, Toner Save mode may be on. Turn off Toner Save mode in the machine menu settings or Toner Save mode in the printer Properties of the driver. See <i>Toner save</i> in <i>Chapter 1</i> of the <i>Advanced User's Guide</i> or <i>Advanced tab</i> in <i>Chapter 2</i> of the <i>Software User's Guide</i>. ■ Clean the corona wire of the drum unit. See <i>Cleaning the corona wire</i> on page 37. ■ Put in a new toner cartridge. See <i>Replacing the toner cartridge</i> on page 32. ■ Put in a new drum unit. See <i>Replacing the drum unit</i> on page 38.

Examples of poor print quality	Recommendation
 <p data-bbox="200 558 395 585">Gray background</p>	<ul style="list-style-type: none"> ■ Make sure that you use paper that meets our specifications. See <i>Acceptable paper and other print media</i> on page 16. ■ Check the machine's environment. Conditions such as high temperatures and high humidity can increase the amount of background shading. See the <i>Safety and Legal booklet</i>. ■ Put in a new toner cartridge. See <i>Replacing the toner cartridge</i> on page 32. ■ Put in a new drum unit. See <i>Replacing the drum unit</i> on page 38.
 <p data-bbox="264 896 330 923">Ghost</p>	<ul style="list-style-type: none"> ■ Make sure that you use paper that meets our specifications. Rough-surfaced paper or thick print media may cause this problem. See <i>Acceptable paper and other print media</i> on page 16. ■ Make sure that you choose the proper media type in the printer driver or in the machine's Paper Type menu setting. See <i>Acceptable paper and other print media</i> on page 16 and <i>Basic tab</i> in <i>Chapter 2</i> of the <i>Software User's Guide</i>. ■ Choose Reduce Ghosting mode in the printer driver. See <i>Ghost Reduction Setting</i> in <i>Chapter 2</i> (for Windows®) or <i>Chapter 8</i> (for Macintosh) of the <i>Software User's Guide</i>. ■ Put in a new toner cartridge. See <i>Replacing the toner cartridge</i> on page 32. ■ Put in a new drum unit. See <i>Replacing the drum unit</i> on page 38. ■ The fuser unit may be contaminated. Call Brother Customer Service.
 <p data-bbox="220 1447 374 1474">Toner specks</p>	<ul style="list-style-type: none"> ■ Make sure that you use paper that meets our specifications. Rough-surfaced paper may cause the problem. See <i>Acceptable paper and other print media</i> on page 16. ■ Clean the corona wire and the drum unit. See <i>Cleaning the corona wire</i> on page 37 and <i>Cleaning the drum unit</i> in <i>Appendix A</i> of the <i>Advanced User's Guide</i>. ■ The drum unit may be damaged. Put in a new drum unit. See <i>Replacing the drum unit</i> on page 38. ■ The fuser unit may be contaminated. Call Brother Customer Service.

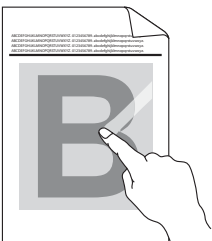
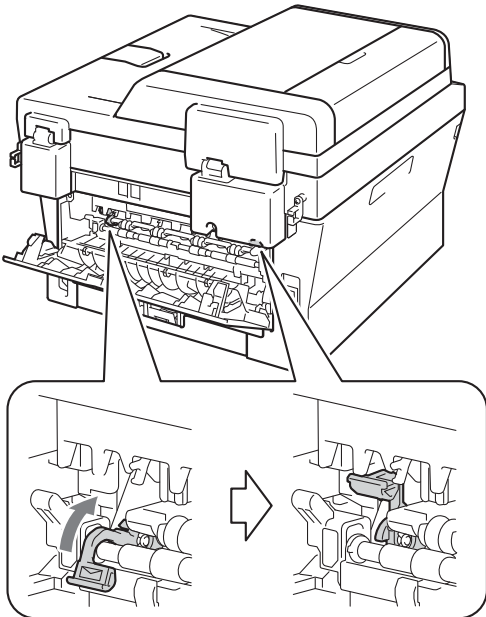
Examples of poor print quality	Recommendation
 <p data-bbox="257 562 399 591">Hollow print</p>	<ul style="list-style-type: none"> ■ Make sure that you use paper that meets our specifications. See <i>Acceptable paper and other print media</i> on page 16. ■ Choose Thick Paper mode in the printer driver, choose <i>Thick</i> in the machine's Paper Type menu setting or use thinner paper than you are currently using. See <i>Paper Type</i> on page 15 and <i>Basic tab</i> in the <i>Software User's Guide</i>. ■ Check the machine's environment. Conditions such as high humidity can cause hollow print. See the <i>Safety and Legal booklet</i>. ■ The drum unit may be damaged. Put in a new drum unit. See <i>Replacing the drum unit</i> on page 38.
 <p data-bbox="278 935 378 964">All black</p>	<ul style="list-style-type: none"> ■ Clean the corona wire inside the drum unit by sliding the green tab from left to right and right to left several times. Be sure to return the green tab to the home position (▲). See <i>Cleaning the corona wire</i> on page 37. ■ The drum unit may be damaged. Put in a new drum unit. See <i>Replacing the drum unit</i> on page 38. ■ The fuser unit may be contaminated. Call Brother Customer Service.
 <p data-bbox="168 1273 488 1302">White lines across the page</p>	<ul style="list-style-type: none"> ■ Make sure that you use paper that meets our specifications. A rough surfaced paper or thick print media can cause problems. ■ Make sure that you choose the appropriate media type in the printer driver or in the machine's Paper Type menu setting. See <i>Acceptable paper and other print media</i> on page 16 and <i>Basic tab</i> in the <i>Software User's Guide</i>. ■ The problem may disappear by itself. Print multiple pages to clear this problem, especially if the machine has not been used for a long time. ■ The drum unit may be damaged. Put in a new drum unit. See <i>Replacing the drum unit</i> on page 38.
 <p data-bbox="203 1644 454 1673">Lines across the page</p>	<ul style="list-style-type: none"> ■ Clean the corona wire of the drum unit. See <i>Cleaning the corona wire</i> on page 37. ■ The drum unit may be damaged. Put in a new drum unit. See <i>Replacing the drum unit</i> on page 38.

Examples of poor print quality	Recommendation
 <p data-bbox="134 556 463 614">White lines, bands or ribbing across the page</p>	<ul style="list-style-type: none"> ■ Check the machine's environment. Conditions such as high humidity and high temperatures may cause this print quality problem. ■ If the problem is not solved after printing a few pages, put in a new drum unit. (See <i>Replacing the drum unit</i> on page 38.)
 <p data-bbox="137 919 459 977">White Spots on black text and graphics at 94 mm intervals</p>  <p data-bbox="134 1277 463 1306">Black Spots at 94 mm intervals</p>	<ul style="list-style-type: none"> ■ Make ten copies of a blank, white sheet of paper. See <i>How to copy</i> on page 23. If the problem is not solved, the drum unit may have glue from a label stuck on the OPC drum surface. Clean the drum unit. See <i>Cleaning the drum unit</i> in <i>Appendix A</i> of the <i>Advanced User's Guide</i>. ■ The drum unit may be damaged. Put in a new drum unit. See <i>Replacing the drum unit</i> on page 38.
 <p data-bbox="134 1609 463 1667">Black toner marks across the page</p>	<ul style="list-style-type: none"> ■ Make sure that you use paper that meets our specifications. See <i>Acceptable paper and other print media</i> on page 16. ■ If you use label sheets for laser printers, the glue from the sheets may sometimes stick to the OPC drum surface. Clean the drum unit. See <i>Cleaning the drum unit</i> in <i>Appendix A</i> of the <i>Advanced User's Guide</i>. ■ Do not use paper that has clips or staples because they will scratch the surface of the drum. ■ If the unpacked drum unit is in direct sunlight or room light, the unit may be damaged. ■ The toner cartridge may be damaged. Put in a new toner cartridge. See <i>Replacing the toner cartridge</i> on page 32. ■ The drum unit may be damaged. Put in a new drum unit. See <i>Replacing the drum unit</i> on page 38.


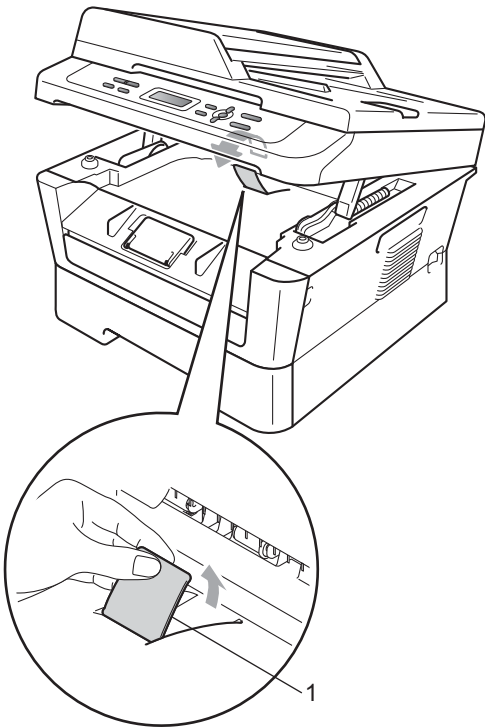
Examples of poor print quality	Recommendation
 <p>Black lines down the page Printed pages have toner stains down the page.</p>	<ul style="list-style-type: none"> ■ Clean the corona wire inside the drum unit by sliding the green tab. See <i>Cleaning the corona wire</i> on page 37. ■ Make sure the green tab of the corona wire is at the home position (▲). ■ The drum unit may be damaged. Put in a new drum unit. See <i>Replacing the drum unit</i> on page 38. ■ The toner cartridge may be damaged. Put in a new toner cartridge. See <i>Replacing the toner cartridge</i> on page 32. ■ The fuser unit may be contaminated. Call Brother Customer Service.
 <p>White lines down the page</p>	<ul style="list-style-type: none"> ■ The toner cartridge may be damaged. Put in a new toner cartridge. See <i>Replacing the toner cartridge</i> on page 32. ■ The drum unit may be damaged. Put in a new drum unit. See <i>Replacing the drum unit</i> on page 38. ■ Check if the Toner Setting for <i>Replace Toner</i> is set to <i>Continue</i> (Continue mode). See <i>Toner settings</i> in <i>Chapter 1</i> of the <i>Advanced User's Guide</i>. ■ Make sure that a torn piece of paper is not stuck inside the machine blocking the scanner.
 <p>Page skewed</p>	<ul style="list-style-type: none"> ■ Make sure that the paper or other print media is loaded properly in the paper tray and that the guides are not too tight or too loose against the paper stack. ■ Set the paper guides correctly. See <i>Loading paper</i> on page 8. ■ If you are using the manual feed slot, see <i>Loading paper in the manual feed slot</i> on page 10. ■ The paper tray may be too full. See <i>Loading paper</i> on page 8. ■ Check the paper type and quality. See <i>Acceptable paper and other print media</i> on page 16. ■ Check for loose objects such as torn paper inside the machine. ■ Verify that the two green envelope levers inside the back cover are set to the same position. ■ Verify that the two gray Anti-Curl Levers inside the back cover are set to the same position. ■ If the problem only occurs during duplex printing, check for torn paper in the duplex tray, verify that the duplex tray is inserted completely, and verify that the back cover is closed completely.

Examples of poor print quality	Recommendation
 <p data-bbox="211 550 384 579">Curled or wavy</p>	<ul style="list-style-type: none"> ■ Check the paper type and quality. High temperatures and high humidity will cause paper to curl. See <i>Acceptable paper and other print media</i> on page 16. ■ If you do not use the machine often, the paper may have been in the paper tray too long. Turn over the stack of paper in the paper tray. Also, fan the paper stack and then rotate the paper 180° in the paper tray. ■ Open the back cover (<i>face-up</i> output tray) for the machine to eject printed pages onto the <i>face-up</i> output tray. ■ Choose Reduce Paper Curl mode in the printer driver when you do not use our recommended paper. See <i>Other Print Options</i> (for Windows®) or <i>Print Settings</i> (For Macintosh) in the <i>Software User's Guide</i>.
 <p data-bbox="183 985 411 1014">Wrinkles or creases</p>	<ul style="list-style-type: none"> ■ Make sure that the paper is loaded properly. See <i>Loading paper</i> on page 8. ■ Check the paper type and quality. See <i>Acceptable paper and other print media</i> on page 16. ■ Turn over the stack of paper in the tray or try rotating the paper 180° in the input tray.

Examples of poor print quality	Recommendation
<div data-bbox="253 287 400 539" data-label="Image"> </div> <div data-bbox="222 564 433 598" data-label="Caption"> <p>Envelope creases</p> </div>	<ul style="list-style-type: none"> ■ Make sure that the two green envelope levers inside the back cover are pulled down when you print the envelope. <div data-bbox="644 363 1125 977" data-label="Image"> </div> <div data-bbox="536 1022 581 1068" data-label="Image"> </div> <div data-bbox="581 1029 655 1066" data-label="Section-Header"> <p>Note</p> </div> <div data-bbox="563 1068 1251 1134" data-label="Text"> <p>When you have finished printing, open the back cover and reset the two green levers back to their original position.</p> </div>

Examples of poor print quality	Recommendation
 <p data-bbox="234 556 362 585">Poor fixing</p>	<ul style="list-style-type: none"> <li data-bbox="513 262 1219 320">■ Open the back cover and make sure that the two green envelope levers on the left and right hand sides are in the up position.  <ul style="list-style-type: none"> <li data-bbox="513 1020 1219 1163">■ Choose Improve Toner Fixing mode in the printer driver. See <i>Other Print Options</i> (for Windows®) or <i>Print Settings</i> (For Macintosh) in the <i>Software User's Guide</i>. If this selection does not provide enough improvement, select Thicker Paper in Media Type settings.

Examples of poor print quality	Recommendation
<div data-bbox="251 285 404 531" data-label="Image"> </div> <p data-bbox="289 566 367 591">Curled</p>	<ul style="list-style-type: none"> ■ Choose Reduce Paper Curl mode in the printer driver when you do not use our recommended paper. See <i>Other Print Options</i> (for Windows®) or <i>Print Settings</i> (For Macintosh) in the <i>Software User's Guide</i>. ■ Turn the paper over in the paper tray, and print again. (Excluding letterhead paper) If the problems remains, switch the Anti-Curl Levers as follows: <ol style="list-style-type: none"> 1 Open the back cover. 2 Lift the lever (1) and slide the two gray levers (2) in the direction of the arrow. <div data-bbox="559 666 1229 1590" data-label="Image"> </div>

Examples of poor print quality	Recommendation
<div data-bbox="220 291 374 533">  </div> <p data-bbox="259 568 337 593">Curled</p>	<ul style="list-style-type: none"> <li data-bbox="514 262 939 291">■ Lift up the output tray support flap (1). <div data-bbox="625 349 1108 1070">  </div>

Machine Information

Checking the Serial Number

You can see the machine's Serial Number on the LCD.

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 3.Machine Info..
Press **OK**.
- 3 Press **▲** or **▼** to choose 1.Serial No..
Press **OK**.

Machine Info.
1.Serial No.

- 4 Press **Stop/Exit**.

Reset functions

The following reset function is available:

All Settings

You can reset all the machine's settings back to its default factory settings.

Brother strongly recommends you perform this operation when you dispose of the machine.



Note

Unplug the interface cable before you choose All Settings.

How to reset the machine

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 1.General Setup.
Press **OK**.
- 3 Press **▲** or **▼** to choose 5.Reset.
Press **OK**.
- 4 Press **OK**.
- 5 Do one of the following:
 - To reset the settings, press **▲** to choose Reset. Then go to step 6.
 - To exit without making changes, press **▼** to choose Exit. Then go to step 7.
- 6 You will be asked if you want to reboot the machine. Do one of the following:
 - To reboot the machine, press **▲** to choos Yes.
The machine will begin the reset.
 - To exit without rebooting, press **▼** to choose No. Then go to step 7.
- 7 Press **Stop/Exit**.

On-screen programming

Your machine has been designed to be easy to use. The LCD provides on-screen programming using the menu keys.








We have created step by step on-screen instructions to help you program your machine. Simply follow the steps as they guide you through the menu selections and programming options.

Menu table

You can program your machine by using the *Menu table* on page 72. These pages list the menu selections and options. Press **Menu** and then press ▲ or ▼ to access the menus and program your machine. For example, to set Copy Quality to Photo Quality

- 1 Press **Menu**.
- 2 Press ▲ or ▼ to choose 2.Copy.
Press **OK**.
- 3 Press ▲ or ▼ to choose 1.Quality.
Press **OK**.
- 4 Press ▲ or ▼ to choose Photo.
Press **OK**.
- 5 Press **Stop/Exit**.

Menu keys

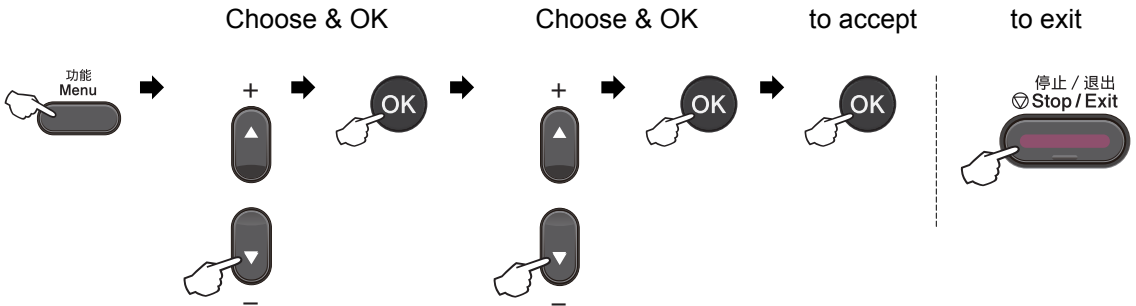
	
	Access the menu.
	Go to the next menu level. Accept an option.
	Exit the menu by pressing repeatedly. Go back to the previous menu level.
 	Scroll through the current menu level.
	Exit the menu.


How to access the menu mode


- 1 Press **Menu**.
- 2 Choose an option. You can scroll through each menu level by pressing ▲ or ▼ for the direction you want.
- 3 Press **OK** when the option you want appears on the LCD.
The LCD will then show the next menu level.
- 4 Press ▲ or ▼ to scroll to your next menu selection.
- 5 Press **OK**.
When you have finished setting an option, the LCD will show *Accepted*.
- 6 Press **Stop/Exit** to exit Menu mode.


Menu table


The factory settings are shown in Bold with an asterisk.



Level 1	Level 2	Level 3	Level 4	Options	Descriptions	Page
1.General Setup	1.Paper	1.Paper Type	—	Thin Plain* Thick Thicker Recycled Paper Label	Sets the type of paper in the paper tray.	15
		2.Paper Size	—	A4* Letter Legal Executive A5 A5 L A6 B5 B6 Folio	Sets the size of the paper in the paper tray.	
	2.Ecology	1.Toner Save	—	On Off*	Increases the page yield of the toner cartridge.	See ¹ .
¹ See <i>Advanced User's Guide</i> . ² See <i>Quick Setup Guide</i> .						
 The factory settings are shown in Bold with an asterisk.						

Level 1	Level 2	Level 3	Level 4	Options	Descriptions	Page
1. General Setup (Continued)	2. Ecology (Continued)	2. Sleep Time	—	Range varies depending on models. 003Min*	Conserves power.	See ¹ .
	3. LCD Contrast	—	—	-□□□■+ -□□□■+ -□□■□+* -□■□□+ -■□□□+	Adjusts the contrast of the LCD.	
	4. Replace Toner	—	—	Continue Stop*	The machine will stop printing until you replace the toner cartridge.	
	5. Reset	1. All Settings	—	▲ Reset ▼ Exit	Restores the machine's settings to the original factory default settings.	69
	0. Local Language	—	(Choose your language)	—	Allows you to change the LCD language for your country.	See ² .
¹ See <i>Advanced User's Guide</i> . ² See <i>Quick Setup Guide</i> .						
 The factory settings are shown in Bold with an asterisk.						

Level 1	Level 2	Level 3	Options	Descriptions	Page
2.Copy	1.Quality	—	Auto* Text Photo Graph	You can choose the Copy resolution for your type of document.	See ¹ .
	2.Brightness	—	-□□□□■+ -□□□■□+ -□□■□□+* -□■□□□+ -■□□□□+	Adjust the brightness for copies.	
	3.Contrast	—	-□□□□■+ -□□□■□+ -□□■□□+* -□■□□□+ -■□□□□+	Adjusts the contrast for copies.	
1 See <i>Advanced User's Guide</i> .					
 The factory settings are shown in Bold with an asterisk.					

Level 1	Level 2	Level 3	Options	Descriptions	Page
3.Machine Info.	1.Serial No.	—	—	You can check the serial number of your machine.	69
	2. Page Counter	—	Total List Copy Print	You can check the number of total pages the machine has printed during its life.	See ¹ .
	3. User Settings	—	—		
	4. Drum Life	—	—	You can check the percentage of a Drum life that remains available.	
¹ See <i>Advanced User's Guide</i> .					
 The factory settings are shown in Bold with an asterisk.					

General



Note

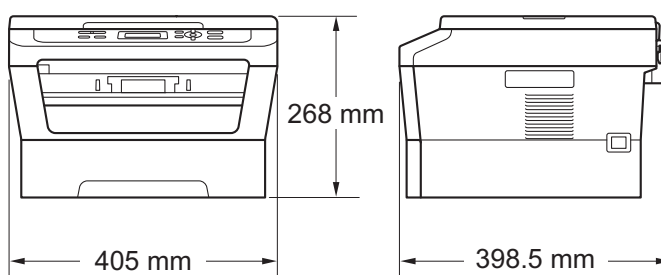
This chapter provides a summary of the machines' specifications. For additional specifications visit <http://www.brother.com/> for details.

Printer Type	Laser	
Print Method	Electrophotography by semiconductor laser beam scanning	
Memory Capacity	32 MB	
LCD (liquid crystal display)	16 characters × 2 lines	
Power Source	110 - 120 V AC 50/60 Hz	
Power Consumption ¹	Peak:	1080 W
	Copying (Average):	Approx. 445 W ² at 25 °C (77 °F)
	Deep Sleep (Average):	Approx. 0.9 W
	Ready (Average):	Approx. 55 W at 25 °C (77 °F)

¹ USB connected to PC

² When making a copy from one sheet

Dimensions



Weight	With Consumables:	10.1 kg
---------------	-------------------	---------

Noise level

Sound power

Operating (Copying) LWAd = 6.74 B (A)
Standby: LWAd = 4.3 B (A)

Sound pressure

Operating (Printing): LPAm = 53 dB (A)
Standby: LPAm = 30 dB (A)

Temperature

Operating: 50 °F to 90.5 °F (10 to 32.5 °C)
Storage: 32 °F to 104 °F (0 to 40 °C)

Humidity

Operating: 20 to 80% (without condensation)
Storage: 10 to 90% (without condensation)

Document Size

**Document Size
(Single-sided)**

Scanner Glass Width: Max. 215.9 mm
Scanner Glass Length: Max. 297 mm

Print media

Paper Input	Paper Tray	<ul style="list-style-type: none"> ■ Paper Type: Plain Paper, Thin Paper or Recycled Paper ■ Paper Size: Letter, A4, B5 (ISO/JIS), A5, A5 (Long Edge), B6 (ISO), A6, Executive, Legal, Folio, 16K (195x270mm), 16K (184x260mm) and 16K (197x273mm) ■ Paper Weight: 60 to 105 g/m² ■ Maximum Paper Tray Capacity: Up to 250 sheets of 80 g/m² Plain Paper
	Manual Feed Slot (Manual)	<ul style="list-style-type: none"> ■ Paper Type: Envelope, Labels ¹, Thin Paper, Thick Paper, Thicker Paper, Recycled Paper, Bond Paper or Plain Paper ■ Paper Size: Width: 76.2 to 216 mm Length: 116.0 to 406.4 mm ■ Paper Weight: 60 to 163 g/m² ² ■ Maximum Paper Tray Capacity: One sheet at a time 80 g/m² Plain Paper
Paper Output	Face-Down Output Tray	Up to 100 sheets (<i>face down</i> print delivery to the <i>Face down</i> output paper tray)
	Face-Up Output Tray	One sheet (<i>face up</i> print delivery to the <i>Face up</i> output paper tray)
Duplex Printing	■ Paper Size (Automatic Duplex):	A4
	■ Paper Weight (Automatic Duplex):	60 to 105 g/m ²
	■ Paper Type (Automatic Duplex):	Plain Paper or Recycled Paper

¹ For labels, we recommend removing printed pages from the output paper tray immediately after they exit the machine to avoid the possibility of smudging.

² 60 to 105 g/m² for duplex print.

Copy

Color/Monochrome	Monochrome
Copy Width	Max. 204 mm
Multiple Copies	Stacks or Sorts up to 99 pages
Reduce/Enlarge	25% to 400% (in increments of 1%)
Resolution	Up to 600 × 600 dpi
First Copy Out Time	Less than 11 seconds (from Ready mode and standard tray)
Ready	At 25°C (77°F)

Scanner

Color/Mono	Yes/Yes
TWAIN Compliant	Yes (Windows® 2000 Professional/Windows® XP/ Windows® XP Professional x64 Edition/Windows Vista®/ Windows® 7) Mac OS X 10.4.11, 10.5.x, 10.6.x ¹
WIA Compliant	Yes (Windows® XP/Windows Vista®/Windows® 7)
Color Depth	48 bit internal / 24 bit external color
Resolution	Up to 19200 × 19200 dpi (interpolated) ² Up to 600 × 2400 dpi (optical) (from Scanner Glass)
Scanning Width	Max. 204 mm
Gray Scale	256 levels

¹ For the latest driver updates for the Mac OS X you are using, visit us at <http://solutions.brother.com/>.

² Maximum 1200 × 1200 dpi scanning with the WIA driver in Windows® XP, Windows Vista® and Windows® 7 (resolution up to 19200 × 19200 dpi can be chosen by using the scanner utility)

Printer

Automatic 2-sided (Duplex) Print	Yes
Resolution	600 dpi × 600 dpi, HQ1200 (2400 × 600 dpi) quality
Print Speed (Duplex)	Up to 5 pages/minute (A4 size) ¹
Print Speed	Up to 24 pages/minute (A4 size) ¹
First Print Out Time	Less than 8.5 seconds (from Ready mode and standard tray)

¹ The print speed may vary depending on the type of document you print.

Interfaces

USB	We recommend using a USB cable (Type A/B) that is no longer than 6 feet (2 meters) long. ^{1 2}
------------	---

¹ Your machine has a Hi-Speed USB 2.0 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.

Computer requirements

Minimum System Requirements and Supported PC Software Functions								
Computer Platform & Operating System Version		Processor Minimum Speed	Minimum RAM	Recommended RAM	Hard Disk Space to install		Supported PC Software Functions	Supported PC Interface ³
					For Drivers	For Applications		
Windows® Operating System ¹	Windows® 2000 Professional ⁴	Intel® Pentium® II or equivalent	64 MB	256 MB	150 MB	500 MB	Printing, Scanning	USB
	Windows® XP Home ^{2 4} Windows® XP Professional ^{2 4}		128 MB					
	Windows® XP Professional x64 Edition ^{2 4}	256 MB	512 MB					
	Windows® Vista® ^{2 4}	Intel® Pentium® 4 or equivalent 64-bit (Intel®64 or AMD64) supported CPU	512 MB	1 GB	500 MB	1.2 GB		
	Windows® 7 ^{2 4}	Intel® Pentium® 4 or equivalent 64-bit (Intel®64 or AMD64) supported CPU	1 GB (32-bit) 2 GB (64-bit)	1 GB (32-bit) 2 GB (64-bit)	650 MB			

Minimum System Requirements and Supported PC Software Functions								
Computer Platform & Operating System Version		Processor Minimum Speed	Minimum RAM	Recommended RAM	Hard Disk Space to install		Supported PC Software Functions	Supported PC Interface ³
					For Drivers	For Applications		
Windows® Operating System ¹	Windows Server® 2003 (print only via network)	Intel® Pentium® III or equivalent	256 MB	512 MB	50 MB	N/A	Printing	USB
	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				
	Windows Server® 2008 R2 (print only via network)	64-bit (Intel®64 or AMD64) supported CPU						
Macintosh Operating System	Mac OS X 10.4.11 10.5.x	PowerPC® G4/G5 Intel® Core™ Processor	512 MB	1 GB	80 MB	400 MB	Printing, Scanning	USB
	Mac OS X 10.6.x	Intel® Core™ Processor	1 GB	2 GB				

¹ Internet Explorer® 6.0 or greater.

² For WIA, 1200 x 1200 resolution. Brother Scanner Utility enables to enhance up to 19200 x 19200 dpi.

³ Third-party USB ports are not supported.

⁴ Presto! PageManager on the CD-ROM supports Microsoft® Windows® 2000, Windows® XP, Windows Vista® and Windows® 7.

For the latest driver updates, visit <http://solutions.brother.com/>.

All trademarks, brand and product names are property of their respective companies.

Consumable items

Toner Cartridge	Starter Toner Cartridge:	Approx. 700 pages (A4) ¹
	Standard Toner Cartridge: TN-420	Approx. 1,200 pages (A4) ¹
	High-Yield Toner Cartridge: TN-450	Approx. 2,600 pages (A4) ¹
Drum Unit	DR-420	Approx. 12,000 pages (A4) ²

¹ Approx. cartridge yield is declared in accordance with ISO/IEC 19752.

² Drum yield is approximate, and may vary by type of use.

Brother numbers

! IMPORTANT

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

Register your product

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

<http://www.brother.tw/Service/Warranty.aspx>

Frequently asked questions (FAQs)

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

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

You can check here for Brother driver updates.

Customer Service

Toll Free Number: 0800600211

Service Hour : 9am ~ 6pm, Monday to Friday (Except Public Holidays)

Service center locations

For service center in Taiwan, contact your local Brother Office. Address and telephone contact information for Taiwan office can be found at <http://www.brother.com/> by selecting Taiwan.

Internet Addresses

Brother Global Web Site: <http://www.brother.com/>

For Frequently Asked Questions (FAQs), Product Support and Technical Questions, and Driver Updates and Utilities: <http://solutions.brother.com/>

C

Cleaning	
corona wire	37
Consumable items	31
replacing	43
Control panel overview	6
Copy	23
keys	6

D

Document	
how to load	21
Drum unit	
cleaning	37
replacing	38
Duplex	
key	6
paper jam	47, 53
printing	77
troubleshooting	43, 44, 56

E

Envelopes	12, 17, 19
Error messages on LCD	43
Drum Error	39
Drum Stop	39
Duplex Disabled	43
Init Unable XX	44
Jam Duplex	44
No Paper	44
Out of Memory	44
Print Unable XX	45
Replace Drum	39
Replace Toner	32
Toner Ended	33
Toner Low	32

F

Folio	15, 17
-------------	--------

G

Gray scale	78
------------------	----

H

HELP	
LCD messages	70
Menu Table	72

J

Jams	
paper	46

L

Labels	10, 12, 17, 20
LCD (liquid crystal display)	7, 70

M

Machine information	
how to reset the machine	69
reset functions	69
serial number	69
Maintenance, routine	
replacing	
drum unit	38
toner cartridge	32
Menu Table	72
Mode, entering	
copy	23

O

OPC drum	62
Out of Memory message	44

P

Paper	16, 77
how to load	8
in manual feed slot	10
in paper tray	8
jams	44, 46
recommended	17
size	15, 17
tray capacity	17
type	15, 17

Print	
difficulties	55
emulation	79
quality	57
resolution	79
specifications	79
Print quality	59
Programming your machine	70

Q

Quality	
printing	57

R

Register your product	83
Replacing	
drum unit	38
toner cartridge	32
Resolution	
copy	78
print	79
scan	78

S

Safety Instructions	i
Scan	6
Scanner glass	
using	21
Serial number	
how to find.....	See inside front cover
Service center	83

T

Toner cartridge	
replacing	32
Troubleshooting	43
error messages on LCD	43
if you are having difficulty	
copy quality	55
paper handling	57
print quality	57
printing	55
scanning	56
software	56
maintenance messages on LCD	43
paper jam	46, 47, 49, 53



Visit us on the World Wide Web
<http://www.brother.com/>

These machines are approved for use in the country of purchase only. Local Brother companies or their dealers will only support machines purchased in their own countries.