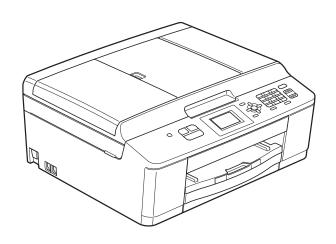


BASIC USER'S GUIDE



MFC-J430W

To create a better environment

Please cooperate

Firstly, thank you very much indeed for using our Brother products!

Brother focuses on the earth environment concerned. And make a basic policy which is to concern about the earth environment, including any workflow from product development to discard. The local citizen should be responsible for local society and its environment during these environment protection activities.

Therefore, we hope you'll take part in this environment plan, and pay attention to environment protection points as below while discarding used consumables.

- 1 Please deliver the used package materials to relevant waste disposal office for recycle.
- 2 When you discard used consumables, please follow and carry on relevant local regulations properly.
- 3 When the machine need replacing parts for the maintenance and repair, please discard used circuit boards, used electrical parts and products as disposed electrical materials.
- 4 Some parts in the machine can be used on the same series model machines which produced by the same factory.

Note: If you want to replace the parts, please contact your local Brother repair station.

User's Guides and where do I find it?

Which manual?	What's in it?	Where is it?
Product Safety Guide	Read this Guide first. Please read the Safety Instructions before you set up your machine. See this Guide for trademarks and legal limitations.	Printed / 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.	Printed / In the box
Basic User's Guide	Learn the basic Fax, Copy and Scan operations and how to replace consumables. See troubleshooting tips.	Printed / In the box
Advanced User's Guide	Learn more advanced operations: Fax, Copy, security features, printing reports and performing routine maintenance.	PDF file / CD-ROM
Software User's Guide	Follow these instructions for Printing, Scanning, Network Scanning, PC-Fax Send, Web Services (Scan), and using the Brother ControlCenter utility.	PDF file / CD-ROM
Network Glossary	This Guide provides basic information about advanced network features of Brother machines along with explanations about general networking and common terms.	
Network User's Guide	This Guide provides useful information about wireless network settings and security settings using the Brother machine. You can also find supported protocol information for your machine and detailed troubleshooting tips.	PDF file / CD-ROM
Mobile Print/Scan Guide	This Guide provides useful information about printing data from your mobile phone and transmitting scanned data from the Brother machine to your mobile phone.	

¹ Visit us at http://solutions.brother.com/.

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Table of Contents (Advanced USE'S GUIDE)

The Advanced User's Guide explains the following features and operations.

You can view the Advanced User's Guide on the CD-ROM.

1 General setup

Memory storage Sleep Mode LCD display Mode Timer

2 Security features

TX Lock

3 Sending a fax

Additional sending options
Additional sending operations

4 Receiving a fax

Additional receiving operations

5 Dialling and storing numbers

Additional dialling operations
Additional ways to store numbers

6 Printing reports

Fax reports Reports

7 Making copies

Copy settings

A Routine maintenance

Cleaning and checking the machine

B Glossary

C Index

1

General information

Using the documentation

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

Symbols and conventions used in the documentation

The following symbols and conventions are used throughout the documentation.

Bold Bold typeface identifies specific

buttons on the machine's control panel, or on the computer screen.

Italics Italicized typeface emphasizes

an important point or refers you

to a related topic.

Courier New Text in the Courier New font identifies messages on the

LCD of the machine.



WARNING

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



CAUTION

<u>CAUTION</u> 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 functionality.



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



Electrical Hazard icons alert you to possible electrical shocks.

Accessing the Advanced User's Guide, Software User's Guide, Network User's Guide, and Network Glossary

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

Viewing Documentation

Viewing Documentation (Windows®)

To view the documentation, from the **Start** menu, select **Brother**, **MFC-XXXX** (where XXXX is your model name) from the programs list, and then choose **User's Guides**.

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

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



If the Brother screen does not appear automatically, go to

My Computer (Computer), double-click the CD-ROM icon, and then double-click start.exe.

If the model name screen appears, click your model name.

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



- 4 Click **Documentation**.
- 5 Click **PDF documents**. If the country screen appears, choose your country. After the list of User's Guides appears, choose the guide you want to read.

Viewing Documentation (Macintosh)

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



- 2 Double-click the **Documentation** icon.
- 3 Double-click your language folder.
- 4 Double-click **top.pdf**. If the country screen appears, choose your country.
- 5 After the list of User's Guides appears, choose the guide you want to read.

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
- Network Scanning

Presto! PageManager User's Guide (Windows[®] users)

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.

Presto! PageManager User's Guide (Macintosh users)



Presto! PageManager must be downloaded and installed before use. See *Accessing Brother Support (Macintosh)*>> page 5 for further instructions.

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

How to find Network setup instructions

Your machine can be connected to a wireless network.

Basic setup instructions
➤➤ Quick Setup Guide

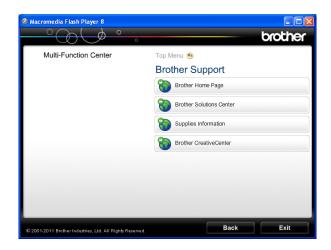
If your wireless access point or router supports Wi-Fi Protected Setup or AOSS™ ➤➤ Quick Setup Guide

Network setup ➤➤Network User's Guide

Accessing Brother Support (Windows®)

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

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



- To access our website, click Brother Home Page.
- For the latest news and product support information, click
 Brother Solutions Center.
- To visit our website for original Brother Supplies, click **Supplies Information**.
- To access the Brother CreativeCenter for FREE photo projects and printable downloads, click **Brother CreativeCenter**.
- To return to the top menu, click **Back** or if you have finished, click **Exit**.

Accessing Brother Support (Macintosh)

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

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



- To download and install Presto! PageManager, click Presto! PageManager.
- For the latest news and product support information, click

Brother Solutions Center.

■ To visit our website for original Brother Supplies, click **Supplies Information**.

Control panel overview



1 Mode keys:

■ □ FAX

Lets you access the FAX mode.

■ SCAN

Lets you access the SCAN mode.

■ COPY

Lets you access the COPY mode.

2 Telephone keys:

■ Redial/Pause

Redials one of the last 30 numbers called. It also inserts a pause when dialling.

■ Hook

Press before dialling if you want to make sure a fax machine will answer, and then press **Mono Start** or **Color Start**.

Also, press this key after picking up the handset of an external telephone during the F/T Ring (fast double-ring).

3 Start keys:

Mono Start

Lets you start sending faxes or making copies in monochrome. Also lets you start a scanning operation (in color or mono depending on the scan setting in the ControlCenter software).

Color Start

Lets you start sending faxes or making copies in full color. Also lets you start a scanning operation (in color or mono, depending on the scan setting in the ControlCenter software).

4 Stop/Exit

Stops an operation or exits the menu.

5 Dial Pad

Use these keys to dial telephone and fax numbers and as a keyboard for entering information into the machine.



6 Menu keys:

■ Volume keys



While the machine is idle, you can press these keys to adjust the ring volume.

■ Speed Dial key



Lets you store, look up, and dial numbers that are stored in the memory.

■ d or **b**

Press ◀ or ▶ to move the selected area left or right on the LCD.

■ A or ▼

Press ▲ or ▼ to scroll through the menus and options.

■ Menu

Access the main menu.

■ Clear

Press to delete characters or to go back to the previous menu level.

OK

Lets you choose a setting.

7 LCD (Liquid Crystal Display)

TAD, it is always available.

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

8 On/Off

You can turn the machine on and off.

Press On/Off to turn the machine on.

Press and hold down On/Off to turn the machine off. The LCD will show Shutting Down and will stay on for a few seconds before going off.

If you have connected an external telephone or

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

LCD screen indications

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



1 Wireless Status

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



2 Current Receive Mode

Lets you see the current Receive Mode.

- Fax (Fax Auto)
- F/T (Fax/Tel)
- TAD (External TAD)
- Mnl (Fax Manual)

3 Memory Status

Lets you see the available memory in the machine.

4 Ink indicator

Lets you see the available ink volume.

The warning icon ! appears when there is an error or maintenance message. For details, see *Error and Maintenance* messages ➤ page 58.

Basic Operations

The following steps show how to change a setting in the machine. In this example the Receive Mode setting is changed from Fax Auto to Fax/Tel.

1 Press Menu.

Press ▲ or ▼ to choose Initial Setup.



Press OK.

3 Press ▲ or ▼ to choose Receive Mode.



Press **OK**.

1

4 Press **∆** or **▼** to choose Fax/Tel.



Press **OK**.

You can see the current setting on the LCD:



5 Press Stop/Exit.

Volume Settings

Ring Volume

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

You can also change the volume through the menu, by following the instructions below:

Setting the Ring Volume from the menu

- 1 Press Menu.
- Press ▲ or ▼ to choose
 General Setup.
 Press OK.
- 3 Press A or ▼ to choose Volume. Press OK.
- 4 Press A or ▼ to choose Ring. Press OK.
- Press A or ▼ to choose Low, Med, High or Off. Press OK.
- 6 Press Stop/Exit.

Beeper Volume

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

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

- 1 Press Menu.
- Press ▲ or ▼ to choose
 General Setup.
 Press OK.
- 3 Press A or ▼ to choose Volume. Press OK.
- 4 Press ▲ or ▼ to choose Beeper.
 Press OK.
- Press A or ▼ to choose Low, Med, High or Off. Press OK.
- 6 Press Stop/Exit.

Speaker Volume

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

- 1 Press Menu.
- 2 Press A or ▼ to choose General Setup. Press OK.
- 3 Press ▲ or ▼ to choose Volume.
 Press OK.
- Press A or ▼ to choose Speaker. Press OK.
- Press ▲ or ▼ to choose Low, Med, High or Off. Press OK.
- 6 Press Stop/Exit.

LCD display

Setting the backlight brightness

If you are having difficulty reading the LCD, try changing the brightness setting.

- 1 Press Menu.
- Press ▲ or ▼ to choose
 General Setup.
 Press OK.
- 3 Press A or ▼ to choose LCD Settings. Press OK.
- Press ▲ or ▼ to choose Backlight. Press OK.
- Press A or ▼ to choose Light, Med or
 Dark.
 Press OK.
- 6 Press Stop/Exit.

LCD Language

You can change the LCD Language.

- 1 Press Menu.
- Press ▲ or ▼ to choose
 Initial Setup.
 Press OK.
- 3 Press A or ▼ to choose
 Local Language.
 Press OK.
- 4 Press ▲ or ▼ to choose
 English or Chinese.
 Press OK.
- 5 Press Stop/Exit.

Setting the Fax Logic (sending and receiving sequence)

You can change the process of manual fax send or receive.

If you often send or receive a fax manually to/from the other party at the end of a conversation, set the Fax Mode to Easy Mode.

You can send or receive a fax manually just simply press **Start**. If you are a caller, press **Start** to send a fax. If you are a receiver, press **Start** to receive a fax.

If you set to Advanced Mode:

No matter you are a caller or receiver, you can choose you will send or receive a fax manually. When you press **Start**, the machine will ask you:

Send/Receive?

If you want to send a fax, press Send.

If you want to receive a fax, press Receive.



Even if you set either Easy Mode or Advanced Mode and if there is a document in the ADF, the document in the ADF will be sent by pressing **Start**.

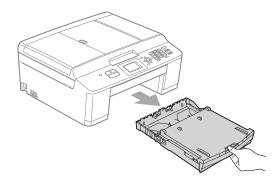
- 1 Press Menu.
- Press ▲ or ▼ to choose Fax. Press OK.
- 3 Press ▲ or ▼ to choose
 Miscellaneous.
 Press OK.
- 4 Press A or V to choose Fax Mode. Press OK.
- 5 Press A or V to choose Easy Mode or Advanced Mode.
 Press OK.
- 6 Press Stop/Exit.

Loading paper

Loading paper and other print media

Load only one size of paper and one type of paper in the paper tray at any one time.

1 Pull the paper tray completely out of the machine.

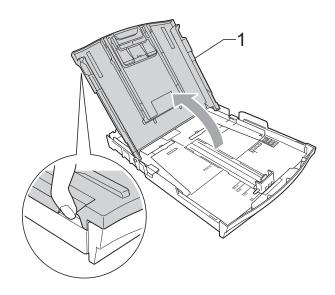




If the paper support flap (1) is open, close it, and then close the paper support (2).

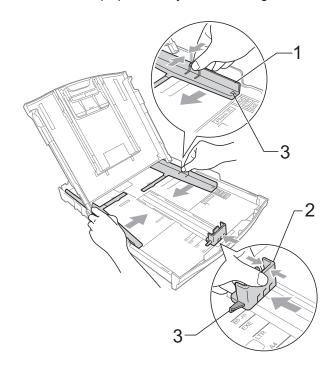


2 Lift the output paper tray cover (1).

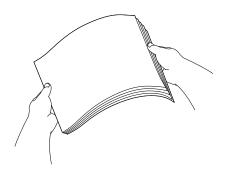


With both hands, gently press and slide the paper side guides (1) and then the paper length guide (2) to fit the paper size.

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



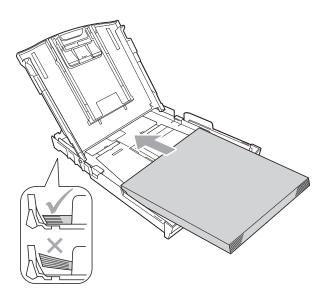
Fan the stack of paper well to avoid paper jams and misfeeds.





Always make sure that the paper is not curled or wrinkled.

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



! IMPORTANT

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

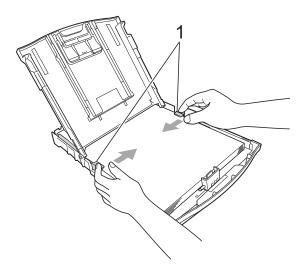


When there are only a few sheets of paper left in the paper tray, the machine may start to misfeed. Load at least 10 sheets of paper into the paper tray.

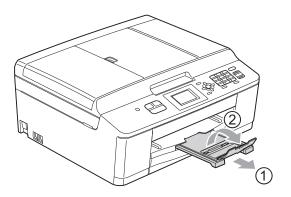
Chapter 2

6 Gently adjust the paper side guides (1) to fit the paper using both hands.

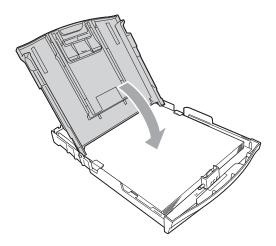
Make sure the paper side guides touch the sides of the paper.



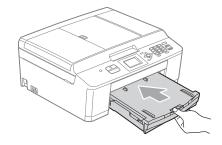
While holding the paper tray in place, pull out the paper support (1) until it clicks, and then unfold the paper support flap (2).



7 Close the output paper tray cover.



8 Slowly push the paper tray completely into the machine.



Loading envelopes and postcards

About envelopes

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

IMPORTANT

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

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

Glue	Double flaps

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

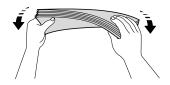
Loading envelopes and postcards

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

! IMPORTANT

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

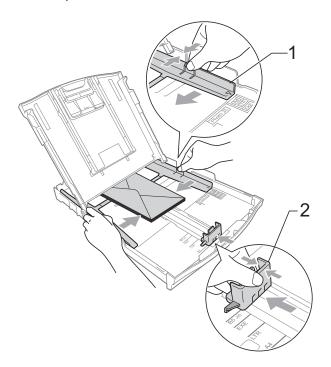






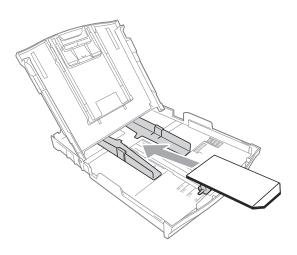
Chapter 2

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



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

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



- Select **Reverse Print** in the printer driver's dialog box and then adjust the size and margin in your application.
 - ➤➤Software User's Guide: *Printing* (Windows[®])
 - >>Software User's Guide: *Printing and Faxing* (Macintosh)

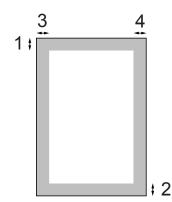
Printable area

The printable area depends on the settings in the application you are using. The figures below show the unprintable areas on cut sheet paper and envelopes. The machine can print in the shaded areas of cut sheet paper when the Borderless print feature is available and turned on.

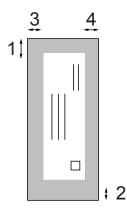
>>Software User's Guide: *Printing* (Windows®)

>>Software User's Guide: Printing and Faxing (Macintosh)

Cut Sheet Paper



Envelopes



	Top (1)	Bottom (2)	Left (3)	Right (4)
Cut Sheet	3 mm	3 mm	3 mm	3 mm
Envelopes	22 mm	22 mm	3 mm	3 mm



The Borderless feature is not available for envelopes.

Paper settings

Paper Type

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

- 1 Press Menu.
- Press ▲ or ▼ to choose

 General Setup.

 Press OK.
- 3 Press A or V to choose Paper Type. Press OK.
- Press ▲ or ▼ to choose Plain Paper, Inkjet Paper, Brother BP71, Brother BP61, Other Glossy Or Transparency.
 Press OK.
- 5 Press Stop/Exit.



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

Paper Size

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

- 1 Press Menu.
- Press ▲ or ▼ to choose
 General Setup.
 Press OK.
- 3 Press ▲ or ▼ to choose Paper Size.
 Press OK.
- Press ▲ or ▼ to choose A4, A5, 10x15cm
 or Letter.
 Press OK.
- 5 Press Stop/Exit.

Acceptable paper and other print media

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

To get the best print quality for the settings you have chosen, always set the Paper Type to match the type of paper that is loaded in the tray.

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

We recommend testing various paper types before buying large quantities.

For best results, use Brother paper.

- When you print on inkjet paper (coated paper), transparencies and glossy paper, be sure to choose the correct print media in the "Basic" tab of the printer driver or in the Paper Type setting of the menu. (See Paper Type ➤➤ page 18.)
- When you print on Brother Photo paper, load one extra sheet of the same photo paper in the paper tray. An extra sheet has been included in the paper package for this purpose.
- When printing on to transparencies, load one extra sheet in the paper tray.
- When you use transparencies or photo paper, remove each sheet at once to prevent smudging or paper jams.
- Avoid touching the printed surface of the paper immediately after printing; the surface may not be completely dry and may stain your fingers.

Recommended print media

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

If Brother paper is not available in your country, we recommend testing various papers before purchasing large quantities.

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

Brother paper

Paper Type	Item
A4 Plain	BP60PA
A4 Glossy Photo	BP71GA4
A4 Inkjet (Matte)	BP60MA
10 × 15 cm Glossy Photo	BP71GP

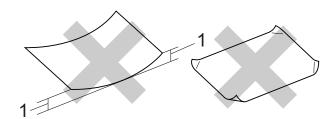
Handling and using print media

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

! IMPORTANT

DO NOT use the following kinds of paper:

 Damaged, curled, wrinkled, or irregularly shaped paper



- 1 2 mm or greater curl may cause jams to occur.
- Extremely shiny or highly textured paper
- Paper that cannot be arranged uniformly when stacked
- · Short grain paper

Paper capacity of the output paper tray cover

Up to 50 sheets of 80 g/m^2 A4 paper.

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

Choosing the right print media

Paper type and size for each operation

Paper Type	ype Paper Size		Usage		
			Fax	Сору	Printer
Cut Sheet	A4	210 × 297 mm (8.3 × 11.7 in.)	Yes	Yes	Yes
	Letter	$215.9 \times 279.4 \text{ mm} (8 \text{ 1/2} \times 11 \text{ in.})$	Yes	Yes	Yes
	Executive	184×267 mm (7 $1/4\times10$ $1/2$ in.)	_	_	Yes
	JIS B5	182 × 257 mm (7.2 × 10.1 in.)	_	_	User Defined
	A5	148×210 mm (5.8 \times 8.3 in.)	_	Yes	Yes
	A6	105×148 mm (4.1 \times 5.8 in.)	_	_	Yes
Cards		10 × 15 cm (4 × 6 in.)	_	Yes	Yes
		13×18 cm (5 × 7 in.)	_	_	Yes
		127 \times 203 mm (5 \times 8 in.)	_	_	Yes
	Postcard 1	$100 \times 148 \text{ mm } (3.9 \times 5.8 \text{ in.})$	_	_	User Defined
	Postcard 2 (Double)	148 \times 200 mm (5.8 \times 7.9 in.)	_	-	User Defined
Envelopes	C5 Envelope	162 × 229 mm (6.4 × 9 in.)	_	_	Yes
	DL Envelope	110 \times 220 mm (4.3 \times 8.7 in.)	_	_	Yes
	COM-10	105×241 mm (4 1/8 \times 9 1/2 in.)	_	_	Yes
	Monarch	98×191 mm (3 7/8 \times 7 1/2 in.)	_	_	Yes
	Y4 Envelope	$105 \times 235 \text{ mm } (4.1 \times 9.3 \text{ in.})$	_	_	User Defined
Transparencies	A4	210 × 297 mm (8.3 × 11.7 in.)	_	Yes	Yes
	Letter	215.9×279.4 mm (8 1/2 \times 11 in.)	_	Yes	Yes
	A5	148×210 mm (5.8 \times 8.3 in.)	_	Yes	Yes

Chapter 2

Paper weight, thickness and capacity

Paper Type		Weight	Thickness	No. of sheets
Cut Sheet	Plain Paper	64 to 120 g/m^2	0.08 to 0.15 mm	100 ¹
	Inkjet Paper	64 to 200 g/m 2	0.08 to 0.25 mm	20
	Glossy Paper	Up to 220 g/m^2	Up to 0.25 mm	20 ²
Cards	Photo Card	Up to 220 $\mathrm{g/m^2}$	Up to 0.25 mm	20 ²
	Index Card	Up to 120 $\mathrm{g/m^2}$	Up to 0.15 mm	30
	Postcard	Up to 200 g/m^2	Up to 0.25 mm	30
Envelopes	•	75 to 95 g/m^2	Up to 0.52 mm	10
Transparen	cies	-	-	10

¹ Up to 100 sheets of 80 g/m 2 paper.

 $^{^2}$ BP71 (260 $\mbox{g/m}^2\mbox{)}$ paper is especially designed for Brother inkjet machines.

3

Loading documents

How to load documents

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

Using the ADF

The ADF can hold up to 15 pages 1 and feeds each sheet individually. Use 90 g/m 2 paper and always fan the edges of the pages before placing them in the ADF.

The ADF can hold up to 20 pages, if you stagger the pages and meet the following conditions:

Temperature: 20 - 26 °C

Humidity: 40 - 50% without condensation

Paper: XEROX4200 75 g/m²

Document Sizes and Weights

Length: 148 to 355.6 mm

Width: 148 to 215.9 mm

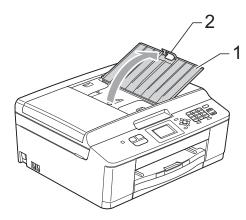
Weight: 64 to 90 g/m²

How to load documents

! IMPORTANT

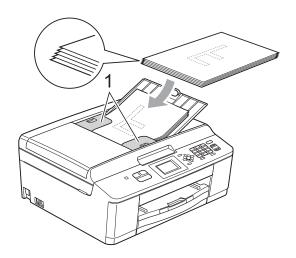
- DO NOT pull on the document while it is feeding.
- DO NOT use paper that is curled, wrinkled, folded, ripped, stapled, paper clipped, pasted or taped.
- DO NOT use cardboard, newspaper or fabric with the ADF. Instead use the scanner glass.

Make sure documents written with ink or modified with correction fluid are completely dry. Unfold the ADF Document Support (1) and the ADF Document Support Flap (2).



- 2 Fan the pages well.
- Adjust the paper guides (1) to fit the width of your documents.

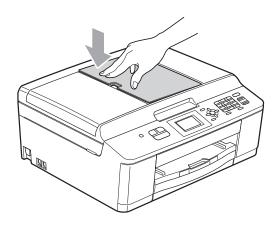
 Stagger the pages of the documents and place them face down, top edge first in the ADF underneath the guides until you feel them touch the feed rollers. The screen will display ADF Ready.



IMPORTANT

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

After using the ADF, close the ADF Document Support Flap and push the upper-left portion of the ADF Document Support to close it completely.



Using the scanner glass

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

Document Sizes Supported

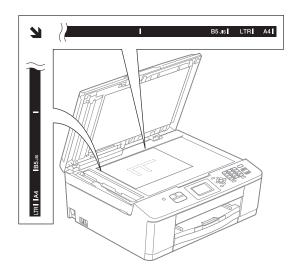
Length: Up to 297 mm Width: Up to 215.9 mm Weight: Up to 2 kg

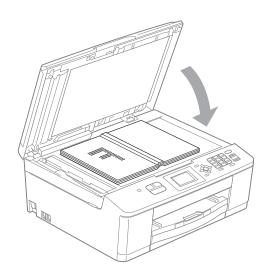
How to load documents



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

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





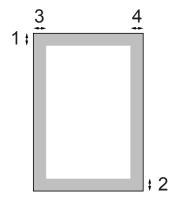
Close the document cover.

• IMPORTANT

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

Unscannable area

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



Usage	Document	Top (1)	Left (3)
	Size	Bottom (2)	Right (4)
Fax	A4	3 mm	3 mm ¹
	Letter		4 mm
	Legal		
Сору	All paper		3 mm
Scan	sizes		

The unscannable area is 1 mm when you use the ADF.

Sending a fax

How to send a fax

The following steps show how to send a fax.

1 When you want to send a fax or change the settings for sending or receiving

faxes, press the \bigcirc (FAX).



■ The LCD shows:



- 2 Do one of the following to load your document:
 - Place the document face down in the ADF. (See Using the ADF➤ page 23.)
 - Load your document face down on the scanner glass. (See Using the scanner glass >> page 24.)



- To send color faxes with multiple pages use the ADF.
- If you send a mono fax from the ADF when the memory is full, it will be sent in real time.
- You can use the scanner glass to fax pages of a book one at a time. The documents can be up to A4 or Letter size.
- Since you can only scan one page at a time, it is easier to use the ADF if you are sending a multiple-page document.

3 You can change the following fax sending settings. Press ▲ or ▼ to scroll through the fax settings. When the setting you want is displayed, press OK and choose your option.

(Basic User's Guide)

For details about changing the following fax sending settings, see pages 27 to 28.

- Glass ScanSize
- Color Fax Transmission

(Advanced User's Guide)

For more advanced fax sending operations and settings

➤➤Advanced User's Guide: Sending a fax

- Choosing multiple settings
- Contrast
- Fax Resolution
- Set New Defaults
- Factory Reset
- Dual Access
- Faxing at End of Call
- Broadcasting
- Real Time Transmission
- Overseas Mode
- Cancelling Waiting Jobs
- 4 Enter the fax number.

Using the dial pad Using Speed Dial

■ Speed Dial

Using call history

- Outgoing Call
- Caller ID hist.

Press Mono Start or Color Start.

Faxing from the ADF

The machine starts scanning the document to be sent.

Faxing from the scanner glass

- If you pressed **Mono Start**, the machine starts scanning the first page. Go to step **⑤**.
- If you pressed Color Start, the LCD asks if you want to send a color fax. Press 1 to choose Yes (Send) to confirm. The machine starts scanning and sending the document.
- 6 When the LCD asks you Next Page?, do one of the following:
 - To send a single page, press 2 to choose No (Send) (or press Mono Start again).

The machine starts sending the document.

- To send more than one page, press
 1 to choose Yes and go to step 1.
- 7 Place the next page on the scanner glass.

Press OK.

The machine starts scanning the page. (Repeat steps **6** and **7** for each additional page.)

8 After all the pages have been scanned, press 2 or Mono Start to start.

Stop faxing

To stop faxing, press Stop/Exit.

Setting scanner glass size for faxing

When documents are Letter size, you need to set Scan Size to Letter. If you do not, the side portion of the faxes will be missing.

- 1 Press 📠 (FAX).
- 2 Press A or V to choose
 Advanced Settings.
 Press OK.
- 3 Press ▲ or ▼ to choose
 Glass ScanSize.
 Press OK.
- 4 Press ▲ or ▼ to choose A4 or Letter. Press OK.



- You can save the setting you use most often by setting it as the default.
 (➤➤Advanced User's Guide: Setting your changes as a new default)
- This setting is only available for sending documents from the scanner glass.

Color fax transmission

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

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

Cancelling a fax in progress

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

Transmission Verification Report

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

There are several settings available for the Transmission Verification Report:

- On: Prints a report after every fax you send.
- On+Image: Prints a report after every fax you send. A portion of the fax's first page appears on the report.
- Off: Prints a report if your fax is unsuccessful due to a transmission error. Off is the default setting.
- Off+Image: Prints a report if your fax is unsuccessful due to a transmission error. A portion of the fax's first page appears on the report.
- Press Menu.
- Press ▲ or ▼ to choose Fax. Press **OK**.
- Press ▲ or ▼ to choose Report Setting. Press **OK**.
- Press A or V to choose Transmission. Press **OK**.
- 5 Press ▲ or ▼ to choose On, On+Image, Off or Off+Image. Press **OK**.
- Press Stop/Exit.



- If you choose On+Image or Off+Image the image will only appear on the Transmission Verification Report if Real Time Transmission is set to Off. (➤➤Advanced User's Guide: Real Time Transmission)
- If your transmission is successful, "OK" will appear next to "RESULT" on the Transmission Verification Report. If the transmission is not successful, "ERROR" will appear next to "RESULT".

5

Receiving a fax

Receive Modes

By factory default, the factory setting of Receive Mode is "Fax". Your machine will automatically receive any faxes that are sent to it. There are four receive modes of this machine as below. For more detailed information on the receive modes, see *Using Receive Modes* >> page 30.

Operation Display	LCD Display	Factory Default Ring Delay
Fax Auto	Fax	Ring Delay: 2 times
		Fax detection: On
Fax/Tel	F/T	Ring Delay: 2 times
		Time: 30 seconds
Fax Manual	Mnl	
External TAD	TAD	

To set a receive mode follow the instructions below:

- 1 Press Menu.
- Press A or ▼ to choose Initial Setup. Press OK.
- 3 Press ▲ or ▼ to choose Receive Mode.
 Press OK.
- 4 Press ▲ or ▼ to choose Fax Auto, Fax/Tel, External TAD or Fax Manual. Press OK.
- 5 Press **Stop/Exit**.
 The LCD will display the current Receive Mode.

Using Receive Modes

Mode	Function	Help
Fax (Fax Auto)	Each call recognized as fax and send fax signal. However, you can	Factory setting of Ring Delay is 2 (0-10 times available, please see <i>Ring Delay</i> >> page 31). After ringing 2 times, the fax machine send fax-receiving signals automatically;
	answer the call within the number of rings.	Tip: If your machine is connecting an external answering phone device, and often use it to answer incoming calls, you could set the ring time through 4 to 6 times.
		Within the recommended ringing times, you can use the external answering phone device to answer and talk. ¹
F/T (Fax/Tel)	Automatically determine whether the incoming call is telephone or fax	Factory setting of Ring Delay is 2 (0-10 times available, please see <i>Ring Delay</i> ➤➤ page 31. Factory setting of F/T ring time (a fast double-ring) is 30 seconds (20, 30, 40, 70 seconds available, please see <i>F/T Ring Time (Fax/Tel mode only)</i> ➤➤ page 31).
	calls. Non-Fax call will make a fast double-ring to	According to incoming call after the fax machine rings 2 times: 1) For the fax call, send fax received signal; 2) For the telephone call, make a fast double-ring, waiting for you answer the phone.
inform you answer the phone.	_	Tip: If your machine is connecting an external answering phone device, you could set the ringing time through 4 to 6 times to answer the call. ¹
Mnl (Fax Manual)	Machine doesn't recognize each call, only as a common	Answering the call, or if the caller wants to send you a fax, press Mono Start or Color Start button (under easy mode) to receive faxes.
	phone call that you need to determine after answering the phone.	Tip: If your machine is connecting an external answering phone device, you can use the external answering phone device to answer and talk. ¹
TAD (External TAD)	The external answering machine (TAD)	Use this mode if you have connected an external answering machine to your machine. The TAD setting works only with an external answering machine.
	automactically answers every call. Voice messages are stored on the external TAD. Fax messages are printed.	Note: Ring Delay and F/T Ring Time do not work in this setting.

If the caller wants to send a fax during a call or the caller sends you a fax call, please press **Mono Start** or **Color Start** button (under easy mode) on the control panel of the machine or press * **5 1** keys on the external answering phone device (you have to turn on the remote codes first, please see *Using remote codes* >> page 38) to give fax receiving signals.

Receive Mode settings

Ring Delay

The Ring Delay sets the number of times the machine rings before it answers in Fax Auto or Fax/Tel mode. If you have external or extension telephones on the same line as the machine choose the maximum number of rings.

(See Operation from external and extension telephones ➤➤ page 38 and Fax Detect ➤➤ page 32.)

- 1 Press Menu.
- Press ▲ or ▼ to choose Fax. Press OK.
- 3 Press A or ▼ to choose Setup Receive. Press OK.
- Press ▲ or ▼ to choose Ring Delay. Press OK.
- Press ▲ or ▼ to choose how many times you want the machine to ring before it answers.

Press OK.

If you choose 0, the machine will answer immediately and the line will not ring at all.

6 Press Stop/Exit.

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

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

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

Because the F/T Ring is made by the machine, extension and external telephones will *not* ring; however, you can still answer the call on any telephone by using a remote code. (For more information see *Using remote codes* >> page 38.)

- 1 Press Menu.
- Press A or ▼ to choose Fax. Press OK.
- 3 Press ▲ or ▼ to choose
 Setup Receive.
 Press OK.
- 4 Press ▲ or ▼ to choose F/T Ring Time.
 Press OK.
- Press ▲ or ▼ to choose how long the machine will ring to alert you that you have a voice call (20, 30, 40 or 70 seconds).

 Press OK.
- 6 Press Stop/Exit.



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

Fax Detect

If Fax Detect is On:

Fax Detect is turned on as default.

The machine receives a fax call automatically, even if you answer the call. When you see Receiving on the LCD or when you hear "chirps" through the handset you are using, just replace the handset. Your machine will do the rest.

If Fax Detect is Off:

If you are at the machine and answer a fax call by lifting the handset, press **Mono Start** or **Color Start**, then press **2** to receive the fax.

If you answered at an extension or external telephone, press ★ **5 1**. (See *Operation from external and extension telephones*➤> page 38.)



- If this feature is set to On, but your machine does not connect a fax call when you lift an extension or external telephone handset, press the remote activation code * 5 1.
- If you send faxes from a computer on the same telephone line and the machine intercepts them, set Fax Detect to Off.
- 1 Press Menu.
- Press ▲ or ▼ to choose Fax. Press OK.
- 3 Press ▲ or ▼ to choose
 Setup Receive.
 Press OK.
- Press A or ▼ to choose Fax Detect. Press OK.
- 5 Press ▲ or ▼ to choose on (or off). Press OK.
- 6 Press Stop/Exit.

6

Telephone and external devices

Voice operations

Tone or pulse

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

- 1 Press Hook.
- Press # on the machine's control panel. Any digits dialled after this will send tone signals.

When you are finished with the call, the machine will return to the Pulse dialling service.

Fax/Tel mode

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

If you are at an external telephone, lift the handset of the external telephone, and then press **Hook** to answer.

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

Phone line services

Your machine supports the Caller ID subscriber telephone service that some telephone companies offer.

Features like Voice Mail, Call Waiting, Call Waiting/Caller ID, RingMaster, answering services, alarm systems or other custom features on one phone line may create problems with the operation of your machine.

Do you have Voice Mail?

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

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

Telephone Service

The caller ID feature of this machine lets you use the caller ID subscriber service offered by certain telephone companies.

Caller ID (Caller IDentification) (not available in certain area)

The Caller ID is a telephone service that allows the subscriber to see a display of the caller's phone number as the telephone rings. It is a fast way to screen your calls. You can respond quickly to calls you missed, because caller IDs are received and stored in your fax machine memory. Besides the standard Caller ID feature, you can also select a single caller's phone number and call back.



- To get the Caller ID service, you have to apply for it at your local telephone company.
- FSK and DTMF are the two modes for displaying your calls. Please ask your local telephone company for whether your mode is FSK or DTMF. If your local telephone company uses DTMF mode, please switch your mode as follows. Contact your local telephone company or Brother dealer in the case that the feature does not work normally. Caller ID feature is not available in the following situation:
- 1 You have not applied for it at your local telephone company.
- 2 The fax machine is connected to an internal switchboard or other switch device.
- 3 Due to the switchboard problems or line problems of local telephone companies, the feature may not work in some areas.

Advantages of Caller ID

For Business

All businesses profit from a quicker response to customer calls.

For Home

Residential customers can protect themselves from unwanted calls.

Setup Method

- 1 Press Menu.
- Press ▲ or ▼ to choose Fax.
 Press OK.
- 3 Press ▲ or ▼ to choose
 Miscellaneous.
 Press OK.
- 4 Press ▲ or ▼ to choose
 Caller ID Type.
 Press OK.
- Press ▲ or ▼ to choose Auto, FSK or DTMF.
 Press OK.
- 6 Press Stop/Exit.

Caller ID feature

The Caller ID feature of this machine lets you use the Caller ID subscriber service offered by many local phone companies.

You can view the list or choose one of these numbers to fax to, add to Speed Dial or delete from the history. (See *Caller ID history*➤➤ page 42.)

After a few rings, the screen displays the telephone number of your caller (or name, if available). Once you answer the call, the Caller ID information disappears from the screen, but the call information remains stored in the Caller ID memory.

- ID Unknown display means call originates outside your Caller ID service area.
- ID Withheld display means the caller has intentionally blocked transmission of information.

You can print a list of the Caller ID information received by your machine. (➤➤ Advanced User's Guide: How to print a report)



You can print a list of Caller ID information received by your machine.

Caller ID service varies with different carriers. Call your local phone company to determine the kind of service available in your area.

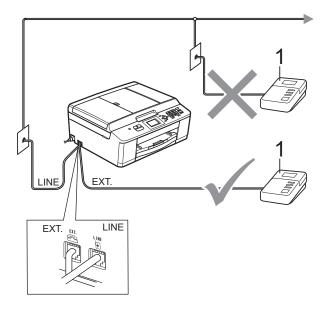
Connecting an external TAD (telephone answering device)

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

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



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



1 TAD

When the TAD answers a call, the LCD shows Telephone.

!MPORTANT

DO NOT connect a TAD elsewhere on the same telephone line.

Connections settings

The external TAD must be connected as shown in the previous illustration.

- 1 Set your external TAD to one or two rings. (The machine's Ring Delay setting does not apply.)
- Record the outgoing message on your external TAD.
- 3 Set the TAD to answer calls.
- 4 Set the Receive Mode to

 External TAD. (See Receive Modes

 ➤ page 29.)

Recording an outgoing message (OGM) on an external TAD

Timing is important in recording this message.

- 1 Record 5 seconds of silence at the beginning of your message. (This allows your machine time to listen for the fax CNG tones of automatic transmissions before they stop.)
- 2 Limit your speaking to 20 seconds.



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

Multi-line connections (PABX)

Most offices use a central telephone system.

Brother recommends that all our machines be connected to a discreet (dedicated) line. Although a particular PABX may appear to work with a particular model of fax machine, we cannot guarantee that the unit will operate correctly.

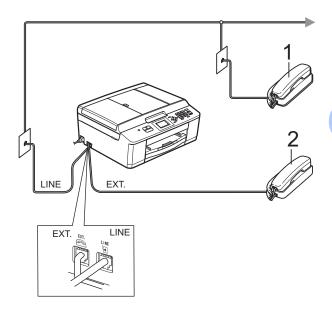
While it is often relatively simple to connect a fax machine to a PABX, (Private Automatic Branch Exchange), we suggest that you contact the company that installed your telephone system and ask them to connect the fax machine for you.

Brother does not recommend the use of a PABX line. PABX limitations in general can cause some functions of the fax machine not to work correctly.

External and extension telephones

Connecting an external or extension telephone

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



- 1 Extension telephone
- 2 External telephone

When you are using a telephone on the same phone line, the LCD shows Telephone.

Operation from external and extension telephones

If you answer a fax call on an extension or an external telephone, you can make your machine take the call by using the Remote Activation Code. When you press the Remote Activation Code * 5 1, the machine starts to receive the fax.

If the machine answers a voice call and fast double-rings for you to take over, use the Remote Deactivation Code # 5 1 to take the call at an extension telephone. (See *F/T Ring Time (Fax/Tel mode only)* >> page 31.)

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

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

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



You can also use the Fax Detect feature to make your machine automatically take the call. (See *Fax Detect* ➤➤ page 32.)

Using a cordless external telephone

Once the base unit of the cordless telephone has been connected to the same telephone line as the machine (see *External and extension telephones* >> page 37), it is easier to answer calls during the Ring Delay if you carry the cordless handset around with you.

If you let the machine answer first, you will have to go to the machine and press **Hook** to send the call to the cordless handset.

Using remote codes

Remote Activation Code

If you answer a fax call on an extension or external telephone, you can tell your machine to receive it by dialling the Remote Activation Code * 5 1. Wait for the chirping sounds then replace the handset. (See *Fax Detect* >> page 32.)

If you answer a fax call at the external telephone, you can make the machine receive the fax by pressing Mono Start and 2 to choose Receive when you select the Fax Mode to Advanced Mode. (See Setting the Fax Logic (sending and receiving sequence) >> page 11.)

Remote Deactivation Code

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

If the machine answers a voice call and fast double-rings for you to take over, you can take the call at the external telephone by pressing **Hook**.

Changing the remote codes

If you want to use Remote Activation, you have to turn on the remote codes. The preset Remote Activation Code is * 5 1. The preset Remote Deactivation Code is # 5 1. If you want to, you can replace them with your own codes.

- 1 Press Menu.
- Press ▲ or ▼ to choose Fax. Press OK.
- 3 Press ▲ or ▼ to choose
 Setup Receive.
 Press OK.
- 4 Press ▲ or ▼ to choose Remote Codes. Press OK.
- Press ▲ or ▼ to choose on (or off). Press OK.
- 6 Enter the new Remote Activation Code. Press **OK**.
- 7 Enter the new Remote Deactivation Code.
 Press **OK**.
- 8 Press Stop/Exit.



- If you are always disconnected when accessing your external TAD remotely, try changing the Remote Activation Code and Remote Deactivation Code to another three-digit code using the numbers 0-9, *, #.
- Remote Codes might not work with some telephone systems.

7

Dialling and storing numbers

How to dial

Manual dialling

Press all of the digits of the fax or telephone number.



Speed Dialling

1 Press (Speed Dial).



You can also choose Speed Dial by pressing (FAX).

- 2 Press ▲ or ▼ to choose Search. Press OK.
- 3 Do one of the following:
 - Press A or V to choose
 Alphabetical Order or
 Numerical Order.
 Press OK.

■ Press the 2-digit Speed Dial number using the dial pad. (See Storing Speed Dial numbers >> page 43.)



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

- Press ▲ or ▼ to choose the number you want to dial.
 Press OK.
- 5 Press OK to choose Send a fax.

Search

You can search for names you have stored in the Speed Dial memory.

- 1 Press (Speed Dial).

 You can also choose Speed Dial by pressing (FAX).
- Press ▲ or ▼ to choose Search.
 Press OK.
- 3 Press ▲ or ▼ to choose
 Alphabetical Order or
 Numerical Order.
 Press OK.
- 4 If you chose Alphabetical Order in step ③, use the dial pad to enter the first letter of the name, and then press ▲ or ▼ to choose the name and number you want to call.

 Press OK.

Fax Redial

If you are sending a fax manually and the line is busy, press **Hook**, **Redial/Pause**, and then press **Mono Start** or **Color Start** to try again.

Redial/Pause only works if you dialled from the control panel. *If you are sending a fax automatically* and the line is busy, the machine will automatically redial up to three times at five minute intervals.

- 1 Press Redial/Pause.
- Press ▲ or ▼ to choose the number you want to redial.
 Press OK.
- 3 Press A or V to choose Send a fax. Press OK.
- Press Mono Start or Color Start.



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

Additional Dialling Operations

Outgoing Call history

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

- Press Redial/Pause.
 You can also choose Outgoing Call
 by pressing (FAX).
- Press ▲ or ▼ to choose the number you want.
 Press OK.
 - 3 Do one of the following:
 - To send a fax, press \(\Delta \) or \(\Tilde{\text{to choose}} \) Send a fax.

Press **OK**.

Press Mono Start or Color Start.

If you want to store the number, press ▲ or ▼ to choose
Add to Speed Dial.

Press OK.

(➤➤Advanced User's Guide: Storing Speed Dial numbers from Outgoing Calls)

■ If you want to delete the number from the Outgoing Call history list, press ▲ or ▼ to choose Delete.

Press OK.

Press 1 to confirm.

4 Press Stop/Exit.

Caller ID history

This feature requires the Caller ID subscriber service offered by many local telephone companies. (See Caller ID (Caller IDentification) (not available in certain area)

>> page 34.)

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



If you are not a Caller ID subscriber, you can still view call dates from the Caller ID history, and delete entries from the list.

- 1 Press Redial/Pause and press *. You can also choose Caller ID hist. by pressing
 - (**FAX**).
- Press ▲ or ▼ to choose the number you want.

 Press OK.
- 3 Do one of the following:
 - To send a fax, press \(\Delta \) or \(\Tilde{\text{to choose}} \) Send a fax.

Press **OK**.

Press Mono Start or Color Start.

■ If you want to store the number, press A or ▼ to choose Add to Speed Dial.

Press OK.

- (➤➤Advanced User's Guide: Storing Speed Dial numbers from the Caller ID history)
- If you want to delete the number from the Caller ID history list, press A or ▼ to choose Delete.

Press OK.

Press 1 to confirm.



Press Stop/Exit.



Note

You can print the Caller ID list. (➤➤Advanced User's Guide: How to print a report)

Storing numbers

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



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

Storing a pause

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

Storing Speed Dial numbers

You can store up to 40 2-digit different Speed Dial numbers with a name, and each name has one number. When you dial you will only have to press a few keys (for example:

(Speed Dial), Search, OK, the two-digit number, and Mono Start or Color Start).

- 1 Press (Speed Dial).
- Press ▲ or ▼ to choose
 Set Speed Dial.
 Press OK.
- 3 Press ▲ or ▼ to choose the 2-digit Speed Dial location where you want to store the number in. Press OK.

- 4 Do one of the following:
 - Enter the name (up to 16 characters) using the dial pad.

Press OK.

(To help you enter letters, see *Entering Text* ➤➤ page 91.)

- To store the number without a name, press **OK**.
- 5 Enter the fax or telephone number (up to 20 digits).
 Press **OK**.
- 6 Press ▲ or ▼ to choose Complete.
 Press OK.
- 7 Do one of the following:
 - To store another Speed Dial number, go to step ③.
 - If you are finished storing numbers, press Stop/Exit.

Changing Speed Dial names or numbers

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

- 1 Press (Speed Dial).
- Press A or ▼ to choose
 Set Speed Dial.
 Press OK.
- 3 Press ▲ or ▼ to choose the 2-digit Speed Dial location you want to change. Press **OK**.
- 4 Do one of the following:
 - Press ▲ or ▼ to choose Change.
 Press OK.
 - Press A or V to choose Delete.

Press **OK**.

Press 1 to confirm. Go to step 8.



How to change the stored name or number:

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

- If you want to change the name, press ▲ or ▼ to choose Name, then press OK and enter the new name using the dial pad (up to 16 characters). Press OK. (See Entering Text >> page 91.)
- 6 If you want to change the fax or telephone number, press ▲ or ▼ to choose Fax/Tel:, then press OK and enter the new fax or telephone number using the dial pad (up to 20 digits). Press OK.
- 7 Press ▲ or ▼ to choose Complete. Press OK.
- 8 Press Stop/Exit.

8

Making copies

How to copy

The following steps show the basic copy operation.

1 Make sure you are in copy mode, press



■ The LCD shows:



1 No. of Copies

You can enter the number of copies you want by using the dial pad.



The default setting is FAX mode. You can change the amount of time that the machine stays in COPY mode after the last copy operation.

(➤➤Advanced User's Guide: *Mode Timer*)

- 2 Do one of the following to load your document:
 - Place the document face down in the ADF.

(See *Using the ADF* ➤➤ page 23.)

■ Place the document *face down* on the scanner glass.

(See *Using the scanner glass* **→** page 24.)

- If you want more than one copy, enter the number (up to 99).
- 4 Press Mono Start or Color Start.

Stop copying

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

Copy settings

You can change the following copy settings. Press **COPY** and then press ▲ or ▼ to scroll through the copy settings. When the setting you want is highlighted, press **OK**.

(Basic User's Guide)

For details about changing the following copy settings ➤>page 46.

- Paper Type
- Paper Size

(Advanced User's Guide)

For details about changing the following copy settings

- >>Advanced User's Guide: Copy settings
- Quality
- Enlarge/Reduce
- Page Layout
- 2in1(ID)
- Stack/Sort
- Density
- Set New Default
- Factory Reset



If you want to sort copies, use the ADF.

Paper Options

Paper Type

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

- 1 Press (COPY).
- 2 Load your document.
- 3 Enter the number of copies you want.
- 4 Press A or ▼ to choose Paper Type. Press OK.
- 5 Press A or V to choose Plain Paper, Inkjet Paper, Brother BP71, Brother BP61, Other Glossy or Transparency. Press OK.
- 6 If you do not want to change additional settings, press Mono Start or Color Start.

Paper Size

If you are copying on paper other than A4 size, you will need to change the Paper Size setting. You can copy only on A4, A5, Photo 10×15 cm or Letter paper.

- 1 Press (COPY).
- 2 Load your document.
- 3 Enter the number of copies you want.
- 4 Press A or ▼ to choose Paper Size. Press OK.
- Press ▲ or ▼ to choose A4, A5, 10x15cm or Letter. Press OK.
- 6 If you do not want to change additional settings, press Mono Start or Color Start.

9

How to print from a computer

Printing a document

The machine can receive data from your computer and print it. To print from a computer, you must install the printer driver.

- ➤➤Software User's Guide: *Printing* (Windows[®])
- >> Software User's Guide: *Printing and Faxing* (Macintosh)
- 1 Install the Brother printer driver from the CD-ROM. (➤➤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 **Preferences**.
- 4 Choose the settings you want to change in the Properties dialog box.
 - Media Type
 - Print Quality
 - Paper Size
 - Orientation
 - **■** Colour/Greyscale
 - **Ink Save Mode**
 - Scaling
- 5 Click **OK**.
- 6 Click **Print** to begin printing.

How to scan to a computer

Scanning a document

There are several ways to scan documents. You can use the **SCAN** key on the machine or the scanner drivers on your computer.

- 1 To use the machine as a scanner, you must install a scanner driver. If the machine is on a Network, configure it with a TCP/IP address.
 - Install the MFL-Pro Suite (including scanner drivers) on the Installation CD-ROM. (➤➤Quick Setup Guide.)
 - Configure the machine with a TCP/IP address if network scanning does not work.
 - ➤➤ Software User's Guide: Configuring Network Scanning for Windows®
 - >> Software User's Guide:
 Configuring network scanning for
 Macintosh
- 2 Load your document. (See How to load documents ➤➤ page 23.)
 - Use the ADF to scan multiple pages of documents. It feeds each sheet automatically.
 - Use the scanner glass to scan a page of a book or one sheet at a time.
- 3 Do one of the following:
 - To scan using the **SCAN** key, go to Scanning using the SCAN key.
 - To scan using a scanner driver at your computer, go to Scanning using a scanner driver.

Scanning using the SCAN key

For more information

➤➤Software User's Guide: Using the Scan

- 1 Press (SCAN).
- 2 Choose the scan mode you want.
 - Scan to File
 - Scan to E-mail
 - Scan to OCR ¹
 - Scan to Image
 - Web Service (Web Services Scan)²
 - 1 (Macintosh users) Presto! PageManager must be downloaded and installed before use. See Accessing Brother Support (Macintosh) ➤> page 5 for further instructions.
 - ² (Windows[®] users only) (➤➤Software User's Guide: Using Web Services for scanning on your network (Windows Vista[®] SP2 or later and Windows[®] 7))
- (For network users)
 Choose the computer you want to send the data to.
- 4 Press **Start** to begin scanning.

10

Scanning using a scanner driver

- ➤➤ Software User's Guide: Scanning a document using the TWAIN driver (Windows®)
- >> Software User's Guide: Scanning a document using the WIA driver (Windows®)
- >>Software User's Guide: Scanning a document using the TWAIN driver (Macintosh)
- >>Software User's Guide: Scanning a document using the ICA driver (Mac OS X 10.6.x)
- 1 Start a scanning application and click the **Scan** button.
- 2 Adjust the settings such as Resolution, Brightness and Scan Type in the Scanner Setup dialog box.
- 3 Click **Start** or **Scan** to begin scanning.

Scanning using the ControlCenter

- >> Software User's Guide: ControlCenter4 (Windows®)
- ➤➤Software User's Guide: ControlCenter2 (Macintosh)



Routine maintenance

Replacing the ink cartridges

Your machine is equipped with an ink dot counter. The ink dot counter automatically monitors the level of ink in each of the four cartridges. When the machine detects an ink cartridge is running out of ink, the machine will display a message on the LCD.



For example, when one of the ink cartridges is nearly empty, the LCD will display Ink low (name of color).

You should purchase a replacement cartridge in preparation for when the machine indicates the color is completely empty.

When one of the ink cartridges is empty, the LCD will display Cannot Print or B&W Print Only.

You should only replace the actual ink cartridge when this message
Cannot Print or B&W Print Only appears on the LCD.

The LCD will show which ink cartridge is low or needs replacing. Be sure to follow the LCD prompts to replace the ink cartridges in the correct order.

Even though the machine tells you to replace an ink cartridge, there will be a small amount of ink left in the ink cartridge. It is necessary to keep some ink in the ink cartridge to prevent air from drying out and damaging the print head assembly.

A CAUTION

If ink gets in your eyes, wash it out with water at once and call a doctor if you are concerned.

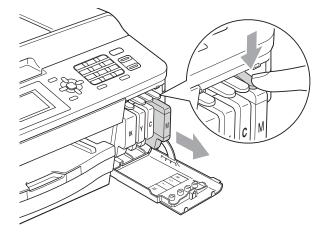
IMPORTANT

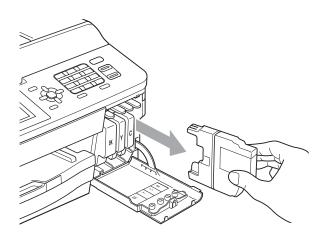
Brother multifunction machines are designed to work with ink of a particular specification and will work to a level of optimum performance and reliability when used with Brother Original ink cartridges. Brother cannot guarantee this optimum performance and reliability if ink or ink cartridges of other specifications are used. Brother does not therefore recommend the use of cartridges other than Brother Original cartridges or the refilling of used cartridges with ink from other sources. If damage is caused to the print head or other parts of this machine as a result of using incompatible products with this machine, any repairs required as a result may not be covered by the warranty.

Open the ink cartridge cover.

If one or more of the ink cartridges have reached the end of their life, the LCD shows B&W Print Only or Cannot Print.

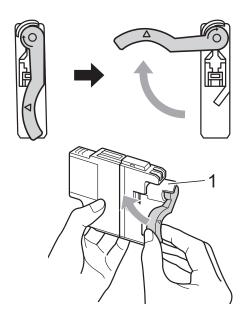
Press the lock release lever as shown to release the cartridge indicated on the LCD. Remove the cartridge from the machine.

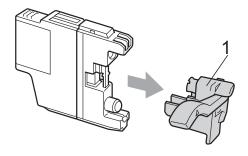




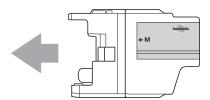
Open the new ink cartridge bag for the color shown on the LCD, and then take out the ink cartridge.

4 Turn the green release lever on the orange protective packing (1) clockwise until it clicks to release the vacuum seal. Then remove the orange protective packing as shown.

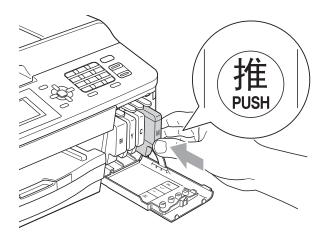




5 Each color has its own correct position. Insert the ink cartridge in the direction of the arrow on the label.



Gently push the back of the ink cartridge marked "PUSH" until it clicks, and then close the ink cartridge cover.



7 The machine will automatically reset the ink dot counter.



- If you replaced an ink cartridge, for example Black, the LCD may ask you to verify that it was a brand new one (for example, Did You Change BK Black). For each new cartridge you installed, press 1 (Yes) to automatically reset the ink dot counter for that color. If the ink cartridge you installed is not a brand new one, be sure to press 2 (No).
- If the LCD shows No Ink Cartridge or Cannot Detect after you install the ink cartridges, check that the ink cartridges are brand new Original Brother and that they are installed correctly.

IMPORTANT

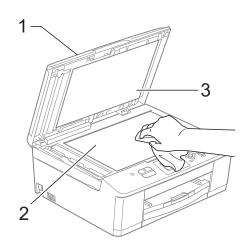
- DO NOT take out ink cartridges if you do not need to replace them. If you do so, it may reduce the ink quantity and the machine will not know the quantity of ink left in the cartridge.
- DO NOT touch the cartridge insertion slots. If you do so, the ink may stain your skin.
- If ink gets on your skin or clothing immediately wash it off with soap or detergent.
- If you mix the colors by installing an ink cartridge in the wrong position, clean the print head several times after correcting the cartridge installation.
- Once you open an ink cartridge, install it in the machine and use it up within six months of installation. Use unopened ink cartridges by the expiration date written on the cartridge package.
- DO NOT dismantle or tamper with the ink cartridge; this can cause the ink to leak out of the cartridge.

А

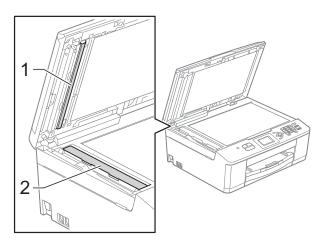
Cleaning and checking the machine

Cleaning the scanner glass

- 1 Unplug the machine from the electrical socket.
- 2 Lift the document cover (1). Clean the scanner glass (2) and the white plastic (3) with a soft lint-free cloth moistened with a non-flammable glass cleaner.



In the ADF unit, clean the white bar (1) and the glass strip (2) with a lint-free cloth moistened with a non-flammable glass cleaner.



Note

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



When there is a spot of dirt or correction fluid on the glass strip the printed sample shows a vertical line.



After the glass strip is cleaned the vertical line is gone.

Cleaning the print head

To maintain good print quality, the machine will automatically clean the print head when needed. You can start the cleaning process manually if there is a print quality problem.

Clean the print head if you get a horizontal line in the text or graphics, or blank text on your printed pages. You can clean Black only, three colors at a time

(Yellow/Cyan/Magenta), or all four colors at once.

Cleaning the print head consumes ink. Cleaning too often uses ink unnecessarily.

! IMPORTANT

DO NOT touch the print head. Touching the print head may cause permanent damage and may void the print head's warranty.

- Press Menu.
- Press ▲ or ▼ to choose Ink. Press OK.
- 3 Press ▲ or ▼ to choose Cleaning. Press OK.
- 4 Press A or V to choose Black, Color or All.

Press **OK**.

The machine cleans the print head. When cleaning is finished, the machine will go back to the Ready mode automatically.



If you clean the print head at least five times and the print has not improved, try installing a new Brother Original Innobella™ ink cartridge for each problem color. Try cleaning the print head again up to five more times. If the print has not improved call your Brother dealer.

Checking the print quality

If faded or streaked colors and text appear on your printouts, some of the print head nozzles may be clogged. You can check this by printing the Print Quality Check Sheet and looking at the nozzle check pattern.

- 1 Press **Menu**.
- Press ▲ or ▼ to choose Ink. Press OK.
- 3 Press A or ▼ to choose Test Print. Press OK.
- 4 Press ▲ or ▼ to choose
 Print Quality.
 Press OK.
- 5 Press Color Start.
 The machine begins printing the Print Quality Check Sheet.
- 6 Check the quality of the four color blocks on the sheet.
- 7 The LCD asks you if the print quality is OK.

Do one of the following:

- If all lines are clear and visible, press 1 (Yes) to finish the Print Quality check and go to step 1.
- If you can see missing short lines as shown below, press 2 to choose No.

OK Poor





8 The LCD asks you if the print quality is OK for black and then the three colors. Press 1 (Yes) or 2 (No).

The LCD asks you if you want to start cleaning.

Press 1 (Yes).

The machine starts cleaning the print head.

After the cleaning procedure is finished, press Color Start.
The machine starts printing the Print Quality Check Sheet again and repeat

the procedure from step 6.

11 Press Stop/Exit.

If you repeat this procedure at least five times and the print quality is still poor, replace the ink cartridge for the clogged color.

After replacing the ink cartridge, check the print quality. If the problem still exists, repeat the cleaning and test print procedures at least five times for the new ink cartridge. If ink is still missing, call your Brother dealer.

IMPORTANT

DO NOT touch the print head. Touching the print head may cause permanent damage and may void the print head's warranty.





When a print head nozzle is clogged the printed sample looks like this.



After the print head nozzle is cleaned, the horizontal lines are gone.

Checking the print alignment

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

- 1 Press Menu.
- Press ▲ or ▼ to choose Ink.
 Press OK.
- One of the state of the sta
- 4 Press ▲ or ▼ to choose Alignment. Press OK.
- Press Mono Start or Color Start.
 The machine starts printing the Alignment Check Sheet.

(A)		(B)	(C)	(D)
	1	1	1	1
	2	2	2	2
	3	3	3	3
	4	4	4	4
	5	5	5	5
	6	6	6	6
	7	7	7	7
	8	8	8	8
	Q	9	9	9

- 6 For the "A" pattern, press the number of the test print that has the least visible vertical stripes (1-9).
- 7 For the "B" pattern, press the number of the test print that has the least visible vertical stripes (1-9).
- 8 For the "C" pattern, press the number of the test print that has the least visible vertical stripes (1-9).
- 9 For the "D" pattern, press the number of the test print that has the least visible vertical stripes (1-9).
- Press Stop/Exit.

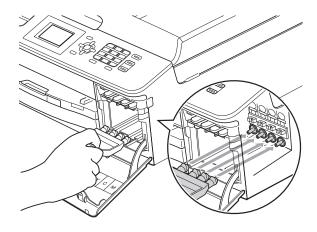
Packing and shipping the machine

When you transport the machine, use the packing materials that came with your machine. Follow the instructions below to correctly package your machine. Damage caused to your machine during transit may not be covered by your warranty.

! IMPORTANT

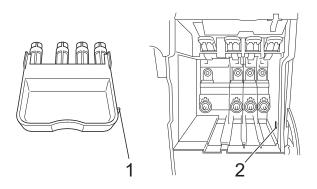
It is important to allow the machine to "park" the print head after a print job. Listen carefully to the machine before unplugging it to make sure that all mechanical noise has stopped. Not allowing the machine to finish this process may lead to print problems and possible damage to the print head.

- Open the ink cartridge cover.
- Remove all four ink cartridges. Press the ink release lever above each cartridge to release it. (See Replacing the ink cartridges ➤➤ page 50)
- 3 Install the orange protective part and then close the ink cartridge cover.

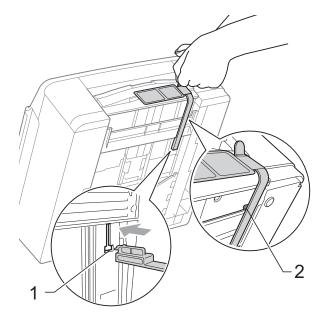


IMPORTANT

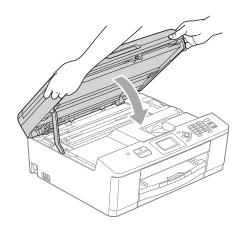
 Make sure the plastic tab on the right side of the orange protective part (1) clicks securely into place (2).



- If you are not able to find the orange protective part, ship the machine without it. DO NOT install the ink cartridges as an alternative before shipping.
- 4 Lift the machine from the front and hook the tab of the orange protective part into the keyed opening (1) on the bottom of the paper tray. Then latch the protective part over the raised portion of the paper tray (2).



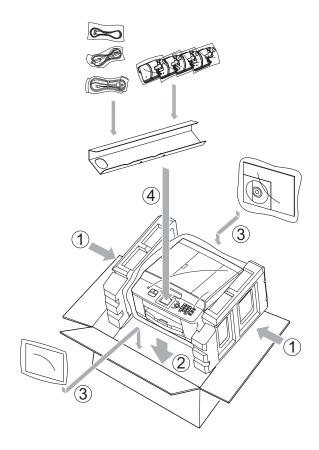
- Unplug the machine from the telephone wall socket and take the telephone line cord out of the machine.
- 6 Unplug the machine from the electrical socket.
- Using both hands, use the plastic tabs on both sides of the machine to lift the scanner cover into the open position. Then unplug the interface cable from the machine, if it is connected.
- 8 Using both hands, grasp the plastic tabs on both sides of the machine and gently close the scanner cover.



9 Wrap the machine in the bag.



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



11 Close the carton and tape it shut.

B

Troubleshooting

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 and shows an error message. The most common error and maintenance messages are shown in the following table.

You can correct most errors and 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/.

F M	0	A - 47
Error Message	Cause	Action
B&W Print Only Replace Ink	have reached the end of their life. Replacing the ink ca	Replace the ink cartridges. (See Replacing the ink cartridges
-	You can use the machine in monochrome mode for approximately four weeks depending on the number of pages you print.	➤> page 50.) If you unplug the machine or take out the ink cartridge, you cannot use the machine until you change to a new ink
	While this message appears on the LCD, each operation works in the following way:	cartridge.
	■ Printing	
	If you choose Greyscale in the Advanced tab of the printer driver you can use the machine as a monochrome printer.	
	■ Copying	
	If the paper type is set to Plain Paper you can make copies in monochrome.	
	■ Faxing	
	If the paper type is set to Plain Paper or Inkjet Paper, the machine will receive and print the faxes in monochrome.	
	If a sending machine has a color fax, the machine's "handshake" will ask that the fax be sent as monochrome.	
	If the paper type is set to Other Glossy, Brother BP71 or Brother BP61 the machine will stop all print operations.	

Error Message	Cause	Action
Cannot Detect	You installed a new ink cartridge too quickly and the machine did not detect it.	Take out the new ink cartridge and re-install it slowly until it clicks.
	If you are using non Brother Original ink the machine may not detect the ink cartridge.	Replace the cartridge with a Brother Original ink cartridge. If the error message remains, contact your Brother dealer.
	An ink cartridge is not installed correctly.	Take out the new ink cartridge and re-install it slowly until it clicks. (See Replacing the ink cartridges >> page 50.)
Cannot Print Replace Ink	One or more of the ink cartridges have reached the end of their life. The machine will stop all print operations. While memory is available, monochrome faxes will be stored in the memory. If a sending machine has a color fax, the machine's "handshake" will ask that the fax be sent as monochrome.	Replace the ink cartridges. (See Replacing the ink cartridges >> page 50.)
Comm.Error	Poor telephone line quality caused a communication error.	If the problem continues, call the telephone company and ask them to check your telephone line.
Cover is Open	The scanner cover is not completely closed.	Lift the scanner cover and then close it again.
	The ink cartridge cover is not completely closed.	Firmly close the ink cartridge cover until it clicks.
Data Remaining	Print data is left in the machine's memory.	Press Stop/Exit . The machine will cancel the job and clear it from the memory. Try to print again.
Disconnected	The other person or other person's fax machine stopped the call.	Try to send or receive again. If calls are stopped repeatedly and you are using a VoIP (Voice over IP) system, try changing the Compatibility to Basic (for VoIP). (See <i>Telephone line interference / VoIP</i> ➤➤ page 75.)
Document Jam	The document was not inserted or fed correctly, or the document scanned from the ADF was too long.	(See <i>Using the ADF</i> ➤➤ page 23.) (See <i>Document jam</i> ➤➤ page 64.)
High Temperature	The print head is too warm.	Allow the machine to cool down.

Error Message	Cause	Action
Ink Absorber Full	The ink absorber box or flushing box is full. These components are periodic maintenance items that may require replacement after a period of time to ensure optimum performance from your Brother machine. Because these components are periodic maintenance items, the replacement is not covered under the warranty. The need to replace these items and the time period before replacement is dependent on the number of purges and flushes required to clean the ink system. These boxes acquire amounts of ink during the different purging and flushing operations. The number of times a machine purges and flushes for cleaning varies depending on different situations. For example, frequently powering the machine on and off will cause numerous cleaning cycles since the machine automatically cleans upon power up. The use of non-Brother ink may cause frequent cleanings because non-Brother ink could cause poor print quality which is resolved by cleaning. The more cleaning the machine requires the faster these boxes will fill up. Note Repairs resulting from the use of non-Brother supplies may not be covered under the stated product warranty.	The ink absorber box or flushing box will need to be replaced. Contact Brother Customer Service or your local Brother Authorised Service Centre to have your machine serviced. Other reasons for cleaning are: 1
Ink Absorber NearFull	The ink absorber box or flushing box is near full.	Call Brother Customer Service / your Brother dealer.
Ink low	One or more of the ink cartridges are near the end of their life. If a sending machine has a color fax to send, your machine's "handshake" will ask that the fax be sent as monochrome. If the sending machine has the ability to convert it, the color fax will be printed at your machine as a monochrome fax.	Order a new ink cartridge. You can continue printing until the LCD shows Cannot Print. (See Replacing the ink cartridges >> page 50.)
Low Temperature	The print head is too cold.	Allow the machine to warm up.

Error Message	Cause	Action
No Caller ID	There is no incoming call history. You did not receive calls or you have not subscribed to the Caller ID service from your telephone company.	If you want to use the Caller ID feature call your telephone company. (See Caller ID (Caller IDentification) (not available in certain area) >> page 34.)
No Ink Cartridge	An ink cartridge is not installed correctly.	Take out the new ink cartridge and reinstall it slowly until it clicks. (See Replacing the ink cartridges >> page 50.)
No Paper Fed	The machine is out of paper or paper	Do one of the following:
	is not correctly loaded in the paper tray.	Refill the paper in the paper tray, and then press Mono Start or Color Start.
		■ Remove the paper and load it again, and then press Mono Start or Color Start. (See Loading paper and other print media >> page 12.)
	The paper is jammed in the machine.	Remove the jammed paper by following the steps in <i>Printer jam or paper jam</i> >> page 65.
	Paper dust has accumulated on the surface of the paper pick-up rollers.	Clean the paper pick-up rollers. (➤➤Advanced User's Guide: Cleaning the paper pick-up rollers)
	The Jam Clear Cover is not closed correctly.	Check the Jam Clear Cover is closed evenly at both ends. (See <i>Printer jam or paper jam</i> ➤➤ page 65.)
No Response/Busy	The number you dialled has not answered or is busy.	Verify the number and try again.
Not Registered	You tried to access a Speed Dial number that is not programmed.	Set up the Speed Dial number. (See Storing Speed Dial numbers >> page 43.)
Out of Memory	The machine's memory is full.	If a copy operation is in process
		Press Stop/Exit and wait until the other operations that are in progress finish, and then try again.
Paper Jam	Paper is jammed in the machine.	Remove the jammed paper by following the steps in <i>Printer jam or paper jam</i> ➤➤ page 65.
		Make sure the paper length guide is set to the correct paper size.

Error Message	Cause	Action	
Unable to CleanXX Unable to Init.XX Unable to PrintXX Unable to ScanXX	The machine has a mechanical problem. —OR— A foreign object such as a paper clip or ripped paper is in the machine.	Open the scanner cover and remove any foreign objects and paper scraps from inside the machine. If the error message continues, see <i>Transferring your faxes or Fax Journal report</i> >> page 63 before disconnecting the machine so you will not lose any important messages. Then, disconnect the machine from the power for several minutes and reconnect it.	
Wrong Ink Colour	A color ink cartridge has been installed in the Black ink cartridge position.	Check which ink cartridges are not matched by color to their ink cartridge positions and move them to their correct positions.	
Wrong Paper Size	The Paper Size setting does not match the size of paper in the tray. Or, you did not set the paper guides in the tray to the indicators for the paper size you are using.	 Check that the paper size you choose matches the size of paper in the tray. Make sure you loaded the paper in a Portrait position, by setting the paper guides at the indicators for your paper size. After you have checked the paper size and the paper position, press Mono Start or Color Start. 	

Error animations display

Error animations display step-by-step instructions when paper gets jammed. You can read the steps at your own pace by pressing ▶ to see the next step and ◀ to go back a step.

Transferring your faxes or Fax Journal report

If the LCD shows:

- Unable to CleanXX
- Unable to Init.XX
- Unable to PrintXX
- Unable to ScanXX

We recommend transferring your faxes to another fax machine. (See *Transferring faxes to another fax machine* ➤➤ page 63.)

You can also transfer the Fax Journal report to see if there are any faxes you need to transfer. (See *Transferring the Fax Journal report to another fax machine* ➤➤ page 63.)

Transferring faxes to another fax machine

If you have not set up your Station ID, you cannot enter fax transfer mode.

(➤➤Quick Setup Guide: Enter personal information (Station ID))

- 1 Press **Stop/Exit** to interrupt the error temporarily.
- 2 Press Menu.
- 3 Press A or ▼ to choose Service. Press OK.
- Press ▲ or ▼ to choose

 Data Transfer.

 Press OK.
- 5 Press A or ▼ to choose Fax Transfer. Press OK.

- 6 Do one of the following:
 - If the LCD shows No Data, there are no faxes left in the machine's memory.

Press Stop/Exit.

- Enter the fax number to which faxes will be forwarded.
- Press Mono Start.

Transferring the Fax Journal report to another fax machine

If you have not set up your Station ID, you cannot enter fax transfer mode.

(➤➤Quick Setup Guide: Enter personal information (Station ID))

- Press **Stop/Exit** to interrupt the error temporarily.
- 2 Press Menu.
- Press ▲ or ▼ to choose Service.
 Press OK.
- Press ▲ or ▼ to choose
 Data Transfer.
 Press OK.
- Press ▲ or ▼ to choose

 Report Trans.

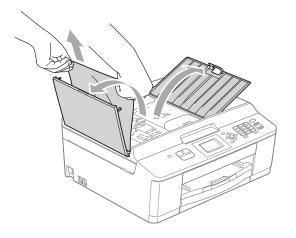
 Press OK.
- 6 Enter the fax number to which the Fax Journal report will be forwarded.
- Press Mono Start.

Document jam

Documents can jam in the ADF unit if they are not inserted or fed correctly, or if they are too long. Follow the steps below to clear a document jam.

Document is jammed in the top of the ADF unit

- Take out any paper from the ADF that is not jammed.
- Open the ADF cover.
- 3 Remove the jammed document by pulling it upward.



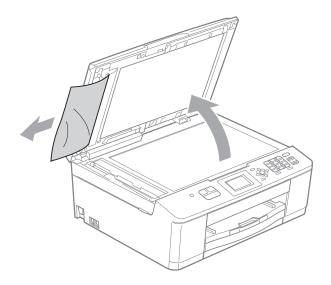
- 4 Close the ADF cover.
- 5 Press Stop/Exit.

! IMPORTANT

To avoid document jams close the ADF cover correctly by pushing it gently in the middle.

Document is jammed inside the ADF unit

- 1 Take out any paper from the ADF that is not jammed.
- 2 Lift the document cover.
- 3 Pull the jammed document out to the left.



- 4 Close the document cover.
- 5 Press Stop/Exit.

Printer jam or paper jam

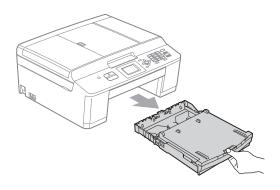
Take out the jammed paper depending on where it is jammed in the machine.

If the LCD shows Paper Jam follow these steps:

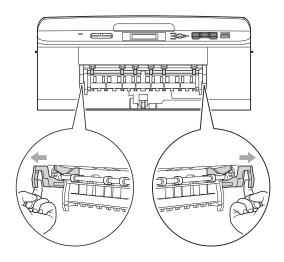
! IMPORTANT

Before you unplug the machine from the power source, you can transfer your faxes that are stored in the memory to another fax machine so you will not lose any important messages. (See *Transferring your faxes or Fax Journal report*>> page 63.)

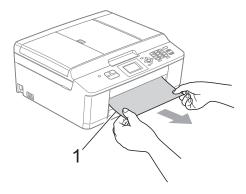
- 1 Unplug the machine from the electrical socket.
- 2 If the paper support flap is open, close it, and then close the paper support. Pull the paper tray completely out of the machine.



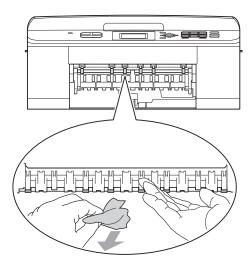
3 Pull the two green levers inside the machine to release the jammed paper.



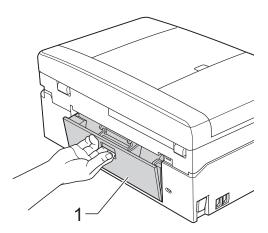
4 Pull out the jammed paper (1).



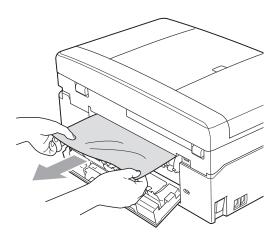
5 Lift the Jam Clear Flap, and remove the jammed paper.



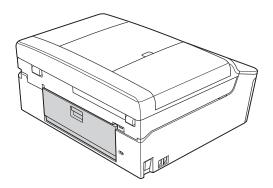
6 Open the Jam Clear Cover (1) at the back of the machine.



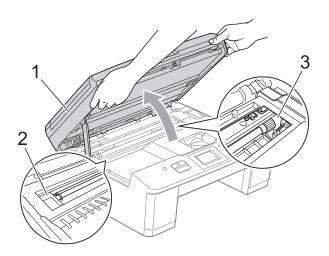
7 Pull the jammed paper out of the machine.



8 Close the Jam Clear Cover.
Make sure the cover is closed correctly.



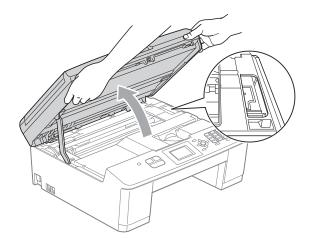
Using both hands, use the plastic tabs on both sides of the machine to lift the scanner cover (1) to the open position.



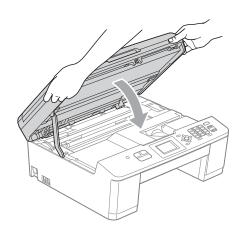
Move the print head (if necessary) to take out any paper remaining in this area. Make sure that jammed paper is not left in the corners of the machine (2) and (3).

IMPORTANT

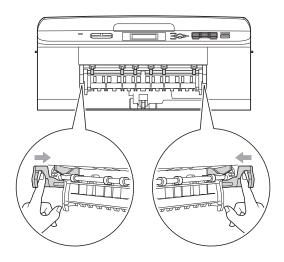
- If the paper is jammed under the print head, unplug the machine from the power source, and then move the print head to take out the paper.
- If the print head is in the right corner as shown in the illustration, you cannot move it. Re-connect the power cord. Hold down Stop/Exit until the print head moves to the centre. Then unplug the machine from the power source and take out the paper.



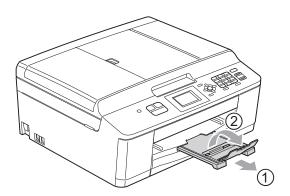
- If ink gets onto your skin, immediately wash with soap and plenty of water.
- Using both hands, grasp the plastic tabs on both sides of the machine and gently close the scanner cover.



11 Push the two green levers back to their original positions.



- Push the paper tray firmly back into the machine.
- While holding the paper tray in place, pull out the paper support (1) until it clicks, and unfold the paper support flap (2).



Make sure you pull out the paper support until it clicks.

Re-connect the power cord.

Troubleshooting

If you think there is a problem with your machine, check the chart below and follow the troubleshooting tips.

Most problems can be easily resolved by yourself. If you need additional help, the Brother Solutions Center offers the latest FAQs and troubleshooting tips. Visit us at http://solutions.brother.com/.

If you are having difficulty with your machine

Printing

Difficulty	Suggestions
No printout.	Check the interface cable or wireless connection on both the machine and your computer. (➤➤Quick Setup Guide)
	Check that the machine is plugged in and that the On/Off key is on.
	One or more ink cartridges have reached the end of their life. (See <i>Replacing the ink cartridges</i> >> page 50.)
	Check to see if the LCD is showing an error message. (See <i>Error and Maintenance messages</i> ➤➤ page 58.)
	If the LCD shows Cannot Print and Replace Ink, see Replacing the ink cartridges ➤> page 50.
	Check that the correct printer driver has been installed and chosen.
	Make sure that the machine is online.
	(Windows® XP) Click Start and then Printers and Faxes . Right-click Brother MFC-XXXXX (where XXXXX is your model name). If the printer is offline, it will show Use Printer Online . Select this option to enable the printer.
	(Windows Vista [®])
	Click , Control Panel, Hardware and Sound and then Printers. Right-click Brother MFC-XXXXX (where XXXXX is your model name). If the printer is offline, it will show Use Printer Online. Select this option to enable the printer.
	(Windows [®] 7)
	Click Pand then Devices and Printers. Right-click Brother MFC-XXXXX
	(where XXXXX is your model name) and choose See what's printing . Click Printer and make sure that Use Printer Offline is unchecked.

Printing (continued)

Difficulty	Suggestions			
Poor print quality.	Check the print quality. (See Checking the print quality ➤➤ page 54.)			
	Make sure that the Media Type setting in the printer driver or the Paper Type setting in the machine's menu matches the type of paper you are using. See <i>Paper Type</i> >> page 18.			
	➤➤Software User's Guide: <i>Printing</i> (Windows [®]) ➤➤Software User's Guide: <i>Printing and Faxing</i> (Macintosh)			
	Make sure that your ink cartridges are fresh. The following may cause ink to clog:			
	The expiration date written on the cartridge package has passed. (Brother Original cartridges stay usable for up to two years if kept in their original packaging.)			
	■ The ink cartridge has been in your machine for over six months.			
	■ The ink cartridge may not have been stored correctly before use.			
	Make sure you are using Brother Original Innobella™ ink. Brother does not recommend the use of cartridges other than Brother Original cartridges or the refilling of used cartridges with ink from other sources.			
	Try using the recommended types of paper. (See Acceptable paper and other print media ➤➤ page 19.)			
	The recommended environment for your machine is between 20 °C to 33 °C.			
White horizontal lines appear in text	Clean the print head. (See <i>Cleaning the print head</i> ➤➤ page 54.)			
or graphics.	Make sure you are using Brother Original Innobella™ ink.			
	Try using the recommended types of paper. (See Acceptable paper and other print media ➤➤ page 19.)			
The machine prints blank pages.	Clean the print head. (See Cleaning the print head ➤➤ page 54.)			
	Make sure you are using Brother Original Innobella™ ink.			
Characters and lines are blurred.	Check the printing alignment. (See Checking the print alignment ➤➤ page 55.)			
Printed text or images are skewed.	Make sure the paper is loaded correctly in the paper tray and the paper side guides are adjusted correctly. (See <i>Loading paper and other print media</i> >> page 12.)			
	Make sure the Jam Clear Cover is closed correctly.			
	Clean the paper pick-up rollers. (➤➤Advanced User's Guide: Cleaning the paper pick-up rollers)			
Smudge or stain at the top centre of the printed page.	Make sure the paper is not too thick or curled. (Acceptable paper and other print media ➤➤ page 19)			
Printing appears dirty or ink seems to run.	Make sure you are using the recommended types of paper. (See <i>Acceptable paper and other print media</i> ➤➤ page 19.) Don't handle the paper until the ink is dry.			
	Make sure you are using Brother Original Innobella™ ink.			
	If you are using photo paper, make sure that you have set the correct paper type If you are printing a photo from your PC, set the Media Type of the printer drive			
Stains appear on the reverse side or at the bottom of the page.	Make sure the printer platen is not dirty with ink. (➤➤Advanced User's Guide: Cleaning the machine's printer platen)			
	Make sure you are using Brother Original Innobella™ ink.			
	Make sure you are using the paper support flap. (See Loading paper and other print media ➤➤ page 12.)			

Printing (continued)

Difficulty	Suggestions		
The machine prints dense lines on the page.	Check Reverse Order in the Basic tab of the printer driver.		
The printouts are wrinkled.	(Windows® users) In the printer driver Advanced tab, click Colour Settings , and uncheck Bi-Directional Printing .		
	(Macintosh users) In the printer driver, choose Print Settings , click Advanced , choose Other Print Options , and uncheck Bi-Directional Printing .		
	Make sure you are using Brother Original Innobella™ ink.		
Cannot perform "Page Layout" printing.	Check that the paper size setting in the application and in the printer driver are the same.		
Print speed is too slow.	Try changing the printer driver setting. The highest resolution needs longer data processing, sending and printing time. Try the other quality settings in the printer driver Advanced tab (Windows [®]) or Print Settings (Macintosh). Also, click Colour Settings , and make sure you uncheck Colour Enhancement .		
	Turn the borderless feature off. Borderless printing is slower than normal printing. >>Software User's Guide: Printing (Windows®) >>Software User's Guide: Printing and Faxing (Macintosh)		
Color Enhancement is not working correctly.	If the image data is not full color in your application (such as 256 color), Color Enhancement will not work. Use at least 24 bit color data with the Color Enhancement feature.		
Photo paper does not feed correctly.	When you print on Brother Photo paper, load one extra sheet of the same photo paper in the paper tray. An extra sheet has been included in the paper package for this purpose.		
	Clean the paper pick-up rollers. (➤➤Advanced User's Guide: Cleaning the paper pick-up rollers)		
Machine feeds multiple pages.	Make sure the paper is loaded correctly in the paper tray. (See <i>Loading paper and other print media</i> ➤➤ page 12.)		
There is a paper jam.	Make sure the paper length guide is set to the correct paper size. (See <i>Printer jam or paper jam</i> ➤➤ page 65.)		
Printed pages are not stacked neatly.	Make sure you are using the paper support flap. (See Loading paper and other print media ➤➤ page 12.)		
Machine does not print from Adobe [®] Illustrator [®] .	Try to reduce the print resolution. >>Software User's Guide: Printing (Windows®) >>Software User's Guide: Printing and Faxing (Macintosh)		
Ink is smudged or running when using glossy photo paper.	Make sure to check the front and back of the paper. Place the glossy surface (printing surface) face down. (See <i>Paper Type</i> ➤➤ page 18.)		
	If you use glossy photo paper, make sure that the paper type setting is correct.		

Printing Received Faxes

Difficulty	Suggestions
Condensed print and white streaks across the page or the top and bottom of sentences are cut off.	You probably had a bad connection, with static or interference on the telephone line. Ask the other party to send the fax again.
Vertical black lines when receiving.	The sender's scanner may be dirty. Ask the sender to make a copy to see if the problem is with the sending machine. Try receiving from another fax machine.
Received color fax prints only in black and white.	Replace the color ink cartridges that have reached the end of their life, and then ask the other person to send the color fax again. (See Replacing the ink cartridges >> page 50.)
Left and Right margins are cut off or a single page is printed on two pages.	Turn on Auto Reduction. (➤➤Advanced User's Guide: <i>Printing a reduced incoming fax</i>)

Telephone Line or Connections

Difficulty	Suggestions
Dialling does not work. (No dial tone)	Make sure the machine is plugged in and turned on.
	Check the line cord connections.
	Change the Tone/Pulse setting. (➤➤Quick Setup Guide)
	Lift the external telephone's handset and listen for a dial tone. If there is no dial tone, ask your telephone company to check the line and/or socket.
The machine does not answer when called.	Make sure the machine is in the correct Receive Mode for your setup. (See <i>Receive Modes</i> ➤➤ page 29.) Check for a dial tone. If possible, call your machine to hear it answer. If there is still no answer, check the telephone line cord connection. If there is no ringing when you call your machine, ask your telephone company to check the line.

Sending Faxes

Difficulty	Suggestions	
Cannot send a fax.	Check all line cord connections. Make sure the telephone line cord is plugged into the telephone wall socket and the LINE socket on the machine.	
	Ask the other party to check that the receiving machine has paper.	
	Print the Transmission Verification Report and check for an error. (>>Advanced User's Guide: Reports)	
Transmission Verification Report says "RESULT:ERROR".	There is probably temporary noise or static on the line. Try sending the fax again. If you send a PC FAX message and get "RESULT:ERROR" on the Transmission Verification Report, your machine may be out of memory. If the problem continues, ask the telephone company to check your telephone line.	
	If you often get transmission errors due to possible interference on the telephone line, try changing the menu setting of Compatibility to Basic (for VoIP). (See Telephone line interference / VoIP >> page 75.)	
Poor fax send quality.	Try changing your resolution to Fine or S.Fine. Make a copy to check your machine's scanner operation. If the copy quality is not good, clean the scanner. (See Cleaning the scanner glass >> page 53.)	
Vertical black lines when sending.	Black vertical lines on faxes you send are typically caused by dirt or correction fluid on the glass strip. Clean the glass strip. (See <i>Cleaning the scanner glass</i> >> page 53.)	

Handling Incoming Calls

Difficulty	Suggestions
The machine "hears" a voice as a CNG Tone.	If Fax Detect is set to On, your machine is more sensitive to sounds. It may mistakenly interpret certain voices or music on the line as a fax machine calling and respond with fax-receiving tones. Deactivate the machine by pressing Stop/Exit . Try avoiding this problem by turning Fax Detect to Off. (See <i>Fax Detect</i> >> page 32.)
Sending a fax call to the machine.	If you answered on an extension or external telephone, press your Remote Activation Code (the factory default is * 5 1). If you answered on an external telephone, press Start to receive the fax. When your machine answers, hang up.
Custom features on a single line.	If you have Call Waiting, Call Waiting/Caller ID, an alarm system or other custom feature on a single telephone line with your machine, it may create a problem sending or receiving faxes.
	For example: If you subscribe to Call Waiting or some other custom service and its signal comes through the line while your machine is sending or receiving a fax, the signal can temporarily interrupt or disrupt the faxes. Brother's ECM (Error Correction Mode) feature should help overcome this problem. This condition is related to the telephone system industry and is common to all devices that send and receive information on a single, shared line with custom features. If avoiding a slight interruption is crucial to your business, a separate telephone line with no custom features is recommended.

Copying Difficulties

Difficulty	Suggestions
Poor copy results when using the ADF.	Try using the scanner glass. (See <i>Using the scanner glass</i> ➤➤ page 24.)
Vertical black lines or streaks appear in copies.	Vertical black lines or streaks on copies are typically caused by dirt or correction fluid on the glass strip. Clean the glass strip. (See <i>Cleaning the scanner glass</i> ➤➤ page 53.)
Fit to Page does not work correctly.	Make sure your source document is not skewed. Reposition the document and try again.

Scanning Difficulties

Difficulty	Suggestions
TWAIN or WIA errors appear when starting to scan. (Windows®)	Make sure the Brother TWAIN/WIA driver is chosen as the primary source. In Presto! PageManager with OCR, click File , Select Source and choose the Brother TWAIN/WIA driver.
TWAIN or ICA errors appear when starting to scan. (Macintosh)	Make sure the Brother TWAIN driver is chosen as the primary source. In PageManager, click File , Select Source and choose the Brother TWAIN driver. Mac OS X 10.6.x users can also scan documents using the ICA Scanner Driver. ➤ Software User's Guide: Scanning a document using the ICA driver (Mac OS X 10.6.x)
Poor scanning results when using the ADF.	Try using the scanner glass. (See <i>Using the scanner glass</i> ➤➤ page 24.)
OCR does not work.	Try increasing the scanner resolution.
	(Macintosh users)
	Presto! PageManager must be downloaded and installed before use. See Accessing Brother Support (Macintosh) ➤➤ page 5 for further instructions.

Software Difficulties

Difficulty	Suggestions
Cannot install software or print.	(Windows [®] users only) Run the Repair MFL-Pro Suite program on the CD-ROM. This program will repair and reinstall the software.
"Device Busy"	Make sure the machine is not showing an error message on the LCD.
Cannot print images from FaceFilter Studio.	To use FaceFilter Studio, you must install the FaceFilter Studio application from the CD-ROM supplied with your machine. (>>Quick Setup Guide)
	Also, before you start FaceFilter Studio for the first time, you must make sure your Brother machine is turned on and connected to your computer. This will allow you to access all the functions of FaceFilter Studio.

Network Difficulties

Difficulty	Suggestions	
Cannot print over the network.	Make sure that your machine is powered on, is online and in the Ready mode. Print a Network Configuration Report (>>Advanced User's Guide: Reports) and check the current Network settings printed in this list.	
	If you are using a wireless connection or are having Network problems Network User's Guide: <i>Troubleshooting</i>	
The network scanning feature does	(Windows [®] users)	
not work.	It is necessary to configure the third-party Security/Firewall Software to allow Network scanning. To add port 54925 for Network scanning, enter the information below:	
	In Name: Enter any description, for example Brother NetScan.	
	In Port number: Enter 54925.	
	In Protocol: UDP is selected.	
	Please refer to the instruction manual that came with your third-party Security/Firewall Software or contact the software manufacturer.	
	(Macintosh users)	
	Re-select your machine in the Device Selector application located in Macintosh HD/Library/Printers/Brother/Utilities/DeviceSelector or from the model list in ControlCenter2.	
The Brother software cannot be	(Windows [®] users)	
installed.	Allow network access to the following programs if your security software displays an alert message during MFL-Pro Suite installation.	
	(Macintosh users)	
	If you are using a firewall function of anti-spyware or antivirus security software, temporarily disable it and then install the Brother software.	
Cannot connect to wireless network.	Investigate the problem using the WLAN Report. Press the Menu key, choose Print Reports and then press OK. Choose WLAN Report. (>>Network User's Guide)	
Reset the network settings.	Press the Menu key, choose Network and then press OK. Choose Network Reset. (>>Network User's Guide)	

Dial Tone detection

When you send a fax automatically, by default your machine will wait for a fixed amount of time before it starts to dial the number. By changing the Dial Tone setting to Detection you can make your machine dial as soon as it detects a dial tone. This setting can save a small amount of time when sending a fax to many different numbers. If you change the setting and start having problems when dialling, you should change it back to the No Detection setting.

- 1 Press Menu.
- Press ▲ or ▼ to choose
 Initial Setup.
 Press OK.
- 3 Press A or ▼ to choose Dial Tone. Press OK.
- 4 Press ▲ or ▼ to choose Detection or No Detection. Press OK.
- 5 Press Stop/Exit.

Telephone line interference / VolP

If you are having problems sending or receiving a fax due to possible interference on the telephone line, you can change the compatibility setting, which reduces the modem speed to minimise errors.

- 1 Press Menu.
- Press ▲ or ▼ to choose
 Initial Setup.
 Press OK.
- 3 Press ▲ or ▼ to choose Compatibility.
 Press OK.
- Press ▲ or ▼ to choose Normal or
 Basic(for VoIP).
 Press OK.
 - Basic (for VoIP) cuts the modem speed to 9,600 bps and turns off color fax receiving and ECM, except for color fax sending. Unless interference is a recurring problem on your telephone line, you may prefer to use it only when needed.

To improve compatibility with most VoIP services, Brother recommends changing the compatibility setting to Basic (for VoIP).

- Normal sets the modem speed at 14,400 bps.
- 5 Press Stop/Exit.



- VoIP (Voice over IP) is a type of phone system that uses an internet connection, rather than a traditional phone line.
- Brother does not recommend the use of a VoIP line. VoIP limitations in general can cause some functions of the fax machine not to work correctly.

Machine Information

Checking the serial number

You can see the machine's serial number on the LCD.

- 1 Press Menu.
- Press ▲ or ▼ to choose
 Machine Info.
 Press OK.
- 3 Press A or ▼ to choose Serial No. Press OK.
- 4 Press Stop/Exit.

Reset functions

The following reset functions are available:

1 Network

You can reset the print server back to its default factory settings, such as the password and IP address information.

2 Speed Dial&Fax

Speed Dial & Fax resets the following settings:

- Speed Dial
 (Speed-Dial and Setup Groups)
- Station ID (Name and Number)
- Report settings
 (Transmission Verification Report, Quick Dial List and Fax Journal)
- History(Caller ID history and Outgoing Call)
- Faxes in memory

3 All Settings

You can restore all settings to their factory defaults.

Brother strongly recommends performing this procedure before handing over or disposing of the machine.

How to reset the machine

- 1 Press Menu.
- Press ▲ or ▼ to choose
 Initial Setup.
 Press OK.
- 3 Press ▲ or ▼ to choose Reset. Press OK.
- Press ▲ or ▼ to choose the type of reset (Network, Speed Dial&Fax or All Settings) you want to use. Press OK. Press 1 to confirm.
- 5 Press 1 to reboot the machine.

C

Menu and features

On-screen programming

Your machine is designed to be easy to operate with LCD on-screen programming using the menu keys. User-friendly programming helps you take full advantage of all the menu selections your machine has to offer.

Since your programming is done on the LCD, we have created step-by-step on-screen instructions to help you program your machine. All you need to do is follow the instructions as they guide you through the menu selections and programming options.

Menu table

The menu table will help you understand the menu selections and options that are found in the machine's programs. The factory settings are shown in Bold with an asterisk.



Level1	Level2	Level3	Options	Descriptions	Page
Ink	Test Print	_	Print Quality	Lets you check the print quality or alignment.	54
			Alignment		
	Cleaning	_	Black	Lets you clean the print head.	54
			Color		
			All		
	Ink Volume	_	_	Lets you check the available ink volume.	See ♦.
General Setup	Mode Timer	_	Off	Sets the amount of time	
			0Sec	before the machine returns to FAX mode.	
			30Secs	retains to 1700 mode.	
			1Min		
			2Mins*		
			5Mins		
	Paper Type	_	Plain Paper*	Sets the type of paper in the paper tray.	18
			Inkjet Paper		
			Brother BP71		
			Brother BP61		
			Other Glossy		
			Transparency		
	Paper Size	_	A4*	Sets the size of paper in the paper tray.	18
			A5		
			10x15cm		
			Letter		
	◆ Advanced User	's Guide	•		•



Level1	Level2	Level3	Options	Descriptions	Page
General Setup	Volume	Ring	Off	Adjusts the ring volume.	9
Continued)			Low		
			Med*		
			High		
		Beeper	Off	Adjusts the beeper	10
			Low*	volume.	
			Med		
			High		
		Speaker	Off	Adjusts the speaker	10
			Low	volume.	
			Med*		
			High		
	LCD Settings	LCD Contrast		Adjust the contrast of the LCD.	See ◆.
			.		
		Backlight	Light*	You can adjust the	10
			Med	brightness of the LCD backlight.	
			Dark	ŭ	
		Dim Timer	Off	You can set how long the	See ♦.
			10Secs	LCD backlight stays on for after the last key press.	
			20Secs	, ,	
			30Secs*		
	Sleep Mode	_	1Min	You can choose how long	
			2Mins	the machine will remain idle before it goes into	
			3Mins	Sleep mode.	
			5Mins*		
			10Mins		
			30Mins		
			60Mins		
	◆ Advanced User	o Cuido	1	1	



Level1	Level2	Level3	Options	Descriptions	Page
Fax	Setup Receive	Ring Delay	0	Sets the number of rings	31
			1	before the machine answers in Fax Auto or	
			2*	Fax/Tel mode.	
			3		
			4		
			5		
			6		
			7		
			8		
			9		
			10		
		F/T Ring Time	20Secs	Sets the length of the fast	31
			30Secs*	double-ring time in Fax/Tel mode.	
			40Secs	T dx/Termode.	
			70Secs		
		Fax Detect	On*	Receives fax messages	32
			Off	automatically when you answer a call and hear fax tones.	
		Remote Codes	On*	Allows you to answer all	38
			(*51, #51)	calls at an extension or	
			Off	external telephone and use codes to turn the	
				machine on or off. You can personalize these codes.	
		Auto Reduction	On*	Cuts the size of incoming	See ◆.
			Off	faxes to fit the paper size.	
	Setup Speed Dial	Set Speed Dial	-	Stores Speed Dial numbers, so you can dial by pressing only a few keys (and Start).	43
		Setup Groups	_	You can set up Group numbers for broadcasting.	See ◆.



Level1	Level2	Level3	Options	Descriptions	Page
Fax	Report Setting	Transmission	On	Choose the initial setup	28
(Continued)			On+Image	for Transmission Verification Report.	
			Off*	vermeation report.	
			Off+Image		
		Journal Period	Off	Sets the interval for the	See ◆
			Every 50 Faxes*	automatic printing of the Fax Journal.	
			Every 6 Hours	If you have chosen an	
			Every 12 Hours	option other than Off or Every 50 Faxes, you	
			Every 24 Hours	can set the time for the	
			Every 2 Days	chosen option. If you have chosen	
			Every 7 Days	Every 7 Days, you can	
				set the day of the week.	
	Remaining Jobs	_	_	Check which jobs are in	
				the memory and cancel chosen jobs.	
	Miscellaneous	TX Lock	_	Prohibits most functions	
				except receiving faxes.	
		Caller ID Type	Auto*	You can switch the mode	35
			FSK	if Caller ID cannot be displayed normally.	
			DTMF		
		Fax Mode	Easy Mode*	Selects the transmission	11
			Advanced Mode	process when sending/receiving the faxes manually.	
	▲ Advanced U	- O.::d-		ianes manually.	
	◆ Advanced User'	s Guide			



Network menu

Level1	Level2	Level3	Options	Descriptions	Page
Network	TCP/IP	BOOT Method	Auto*	Chooses the BOOT	See +.
			Static	method that best suits your needs.	
			RARP		
			BOOTP		
			DHCP		
		IP Address	[000-255].	Enter the IP address.	
			[000-255].		
			[000-255].		
			[000-255]		
		Subnet Mask	[000-255].	Enter the Subnet mask.	
			[000-255].		
			[000-255].		
			[000-255]		
		Gateway	[000-255].	Enter the Gateway	
			[000-255].	address.	
			[000-255].		
			[000-255]		
		Node Name	BRWXXXXXXXXXXX	Enter the Node name.	_
		WINS Config	Auto*	Chooses the WINS	
			Static	configuration mode.	
		WINS Server	(Primary)	Specifies the IP address of the primary or secondary server.	
			000.000.000.000		
			(Secondary) 000.000.000		
		DNS Server	(Primary)	Specifies the IP address	1
			000.000.000.000	of the primary or	
			(Secondary)	secondary server.	
			000.000.000.000		_
		APIPA	On*	Automatically allocates the IP address from the	
			Off	link-local address range.	
	Setup Wizard	_	_	You can manually	
				configure your print server for a wireless	
				network.	
	WPS/AOSS		_	You can easily configure	
				your wireless network settings using the one-	
				button push method.	



Level1	Level2	Level3	Options	Descriptions	Page
Network (Continued)	WPS w/PIN Code	_	_	You can easily configure your wireless network settings using WPS with a PIN code.	See +.
	WLAN Status	Status	_	You can see the current wireless network status.	
		Signal	_	You can see the current wireless network signal strength.	
		SSID	_	You can see the current SSID.	
		Comm. Mode	_	You can see the current Communication Mode.	
	MAC Address	_	_	You can see your machine's MAC address from the control panel.	
	WLAN Enable	_	On Off*	Lets you use the wireless network connection.	
	Network Reset	_	_	Restore all network settings to factory default.	



Menu ((continued)

Level1	Level2	Level3	Options	Descriptions	Page
Print Reports	XMIT Verify	_	_	Prints these lists and	See ♦.
	Quick Dial	_	Alphabetical Order	reports.	
			Numerical Order		
	Fax Journal	_	_		
	User Settings	_	_		
	Network Config	_	_		
	WLAN Report	_	_		
	Caller ID hist.	_	_		
Machine Info.	Serial No.	_	_	Lets you check the serial number of your machine.	76
Initial Setup	Receive Mode	_	Fax Auto*	Choose the Receive	29
			Fax/Tel	Mode that best suits your needs.	
			External TAD	necus.	
			Fax Manual		
	Date&Time	_	_	Sets the date and time on the LCD and in the headings of the faxes you send.	See ‡.
l	Station ID	_	Fax:	Enter your name and fax	
			Name:	number to appear on each page you fax.	
l	Tone/Pulse	_	Tone*	Choose the dialling mode.	
			Pulse		
	Dial Tone	_	Detection	Turns Dial Tone Detection	75
l			No Detection*	on or off.	
	Compatibility	_	Normal*	Adjusts the modem speed	75
<u> </u>			Basic(for VoIP)	to help resolve transmission problems.	
	◆ Advanced User'	s Guide			

‡ Quick Setup Guide



Level1	Level2	Level3	Options	Descriptions	Page
Initial Setup (Continued)	Reset	Network	_	Resets the print server back to its factory settings, such as the password and IP address information.	76
		Speed Dial&Fax		Deletes all stored Speed Dial numbers and faxes, restores the Station ID, Quick Dial List, Transmission Verification Report and Fax Journal back to the factory settings.	
		All Settings	_	Resets all the machine's settings back to the factory settings.	
	Local Language	_	Chinese* English	Always you to change the LCD language.	10

- ◆ Advanced User's Guide
- ‡ Quick Setup Guide





Level1	Level2	Level3	Options	Descriptions	Page
Fax Resolution	_	_	Standard*	Sets the resolution for	See ◆.
			Fine	outgoing faxes.	
			S.Fine		
			Photo		
Contrast	_	_	Auto*	Changes the lightness or	
			I Li ant	darkness of faxes you send.	
			Dark	oona.	
Speed Dial	Search	_	Alphabetical	You can dial by pressing	40
			Order	only a few keys (and Start).	
			Numerical Order	Start).	
	Set Speed Dial	_	_	Stores Speed Dial	43
				numbers, so you can dial by pressing only a few	
				keys (and Start).	
	Setup Groups	_	_	You can set up Group	See ♦.
				numbers for broadcasting.	
Outgoing Call	Send a fax			You can choose a number	41
outgoing outi	Add to Speed			from the Outgoing Call	
	Dial			history and then send a	
	Delete			fax to it, add it to Speed Dial, or delete it.	
Caller ID hist.	Send a fax	_	_	You can choose a number	42
	Add to Speed			from the Caller ID history	
	Dial			and then send a fax to it, add it to Speed Dial, or	
	Delete			delete it.	
Advanced Settings	Broadcasting	Add Number	_	You can send the same	See ♦.
		Speed Dial	Alphabetical Order	fax message to more than one fax number.	
			Numerical Order		
		Complete	_		
	Real Time TX	_	On	You can send a fax	1
			Off*	without using the memory.	
	Overseas Mode	_	On	If you are having difficulty	1
			Off*	sending faxes overseas, set this to On.	
	Glass ScanSize	_	Letter	Sets the glass scan size	27
			A4*	for faxes.	
	◆ Advanced User'	1	1	1	1



Level1	Level2	Level3	Options	Descriptions	Page
Set New Default	_	_	_	You can save your fax settings.	See ◆.
Factory Reset	_	_	_	You can restore all settings back to the factory default.	
	◆ Advanced User	's Guide			



SCAN (🖹)

Level1	Option1	Option2	Option3	Descriptions	Page
Scan to File	_	_	_	You can scan a monochrome or a color document into your computer.	See □.
Scan to E-mail	_	_	_	You can scan a monochrome or a color document into your E-mail application.	
Scan to OCR (Available after Presto! PageManager is downloaded and installed for Macintosh users. See Accessing Brother Support (Macintosh) >> page 5.)	_			You can have your text document converted to an editable text file.	
Scan to Image	_	_	_	You can scan a color picture into your graphics application.	
Web Service	Scan	_	_	You can scan data by	
(Appears when you install Web	Scan for E-mail	_	_	using the Web Services protocol.	
Services	Scan for OCR	_	_	p. etece	
Scanner, which is	Scan for Fax	_	_		
displayed in your computer's Windows [®] Explorer.)	Scan for Print	_	_		
	☐ Software User's G	uide			



COPY (

Level1	Level2	Level3	Options	Descriptions	Page
Quality	_	_	Fast	Choose the Copy	See ◆
			Normal*	resolution for the next copy.	
			Best	.,	
Paper Type	_	_	Plain Paper*	Choose the paper type	46
			Inkjet Paper	that matches the paper in the tray.	
			Brother BP71	and day.	
			Brother BP61		
			Other Glossy		
			Transparency		
Paper Size	_	_	A4*	Choose the paper size	46
			A5	that matches the paper in	
			10x15cm	the tray.	
			Letter		
Enlarge/Reduce	100%*	_	_	_	See ◆
	Enlarge	_	198% 10x15cm→A4	You can choose the	
			186% 10x15cm→LTR	enlargement ratio for the next copy.	_
			141% A5→A4		
	Reduce	_	97% LTR→A4	You can choose the	
			93% A4→LTR	reduction ratio for the next copy.	
			83% LGL→A4	сору.	
			69% A4→A5		
			47% A4→10×15cm		
	Fit to Page	_	_	Your machine will adjust	
				the size automatically to the paper size you set.	
	Custom(25-400%)	_		You can choose the	
	2325011(23 1000)			enlargement or reduction	
				ratio for your type of document.	
	◆ Advanced User			dodulliont.	<u> </u>



Level1	Level2	Level3	Options	Descriptions	Page
Density	_	_	-2 -1 -1 -1 -1 -1 -1 -1 -1 -1 -1 -1 -1 -1	Adjusts the density of copies.	See ◆.
Stack/Sort	_	<u> </u>	Stack*	You can choose to stack	•
			Sort	or sort multiple copies.	
Page Layout	_	_	Off(lin1)*	You can make N in 1, 2 in	
			2in1(P)	1 ID, or Poster copies.	
			2in1(L)		
			2in1(ID)		
			4in1(P)		
			4in1(L)		
			Poster (2x1)		
			Poster (2x2)		
			Poster (3x3)		
Set New Default	_	_	_	You can save your copy settings.	
Factory Reset	_	_	_	You can restore all the settings back to the factory default.	
	◆ Advanced User	's Guide			
	The factory setting	s are shown in Bol	d with an asterisk.		

Speed Dial (♣)

Level1	Level2	Level3	Options	Descriptions	Page
Search	_	_	Alphabetical Order Numerical Order	You can search for names you have stored in the Speed Dial memory.	40
Set Speed Dial	_	_	_	Stores Speed Dial numbers, so you can dial by pressing only a few keys (and Start).	43
Setup Groups	_	_	_	Sets up Group numbers for broadcasting.	See ♦.
	◆ Advanced User	s Guide			
	The factory setting	s are shown in Bold	with an asterisk.		

Redial/Pause (Redial/Pause)

Level1	Level2	Level3	Options	Descriptions	Page
Outgoing Call history	Send a fax Add to Speed Dial Delete	_	_	You can choose a number from the Outgoing Call history and then send a fax to it, add it to Speed Dial, or delete it.	See ◆.
Caller ID hist.	Send a fax Add to Speed Dial Delete	_	_	You can choose a number from the Caller ID history and then send a fax to it, add it to Speed Dial, or delete it.	
	◆ Advanced User	s Guide			
	The factory setting	s are shown in Bold	with an asterisk.		



Entering Text

When you are setting certain menu selections, such as the Station ID, you may need to enter text into the machine. Most dial pad keys have three or four letters printed on keys. The keys for **0**, **#** and * do not have printed letters because they are used for special characters.

Press the appropriate dial pad key the number of times shown in this reference table to access the character you want.

Press Key	one time	two times	three times	four times	five times
2	Α	В	С	2	Α
3	D	Е	F	3	D
4	G	Н	1	4	G
5	J	K	L	5	J
6	M	N	0	6	M
7	Р	Q	R	S	7
8	Т	U	V	8	Т
9	W	Χ	Υ	Z	9

Inserting spaces

To enter a space in a fax number, press ▶ once between numbers. To enter a space in a name, press ▶ twice between characters.

Making corrections

If you entered an incorrect letter and want to change it, press ◀ to move the cursor under the incorrect character. Then press **Clear**. Re-enter the correct character. You can also back up and insert letters.

Repeating letters

If you need to enter a letter that is on the same key as the letter before, press ▶ to move the cursor to the right before you press the key again.

Special characters and symbols

Press * or # repeatedly until you see the special character or symbol you want.

```
Press * for (space)!"#$% &'()*+,-./
Press # for :;<=>?@[]^_
```

D

Specifications

General



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

Printer Type Inkjet

Print Head Mono: Piezo with 210 nozzles × 1

Color: Piezo with 210 nozzles \times 3

Memory Capacity 40 MB

LCD (Liquid Crystal 1.9 in. (4

Display)

1.9 in. (49.0 mm) STN Color LCD

Power Source AC 220 to 240 V 50/60 Hz

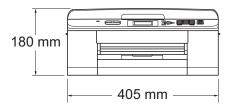
Power Consumption ¹ Copying Mode: Approx. 20 W ²

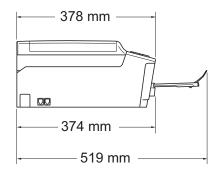
Ready Mode: Approx. 6 W
Sleep Mode: Approx. 2.5 W
Off: Approx. 0.45 W

Measured when the machine is connected to the USB interface.

When using ADF, resolution: standard / document: ISO/IEC 24712 printed pattern.

Dimension





Weight 9 kg

NoiseOperating:50 dB or less 1TemperatureOperating:10 to 35 °C

Best Print Quality: 20 to 33 °C

Humidity Operating: 20 to 80% (without condensation)

Best Print Quality: 20 to 80% (without condensation)

ADF (automatic document

feeder)

Up to 15 pages 2 (Paper: 90 g/m 2 A4 or Letter size)

Up to 20 pages with conditions ³

Document Size ADF Width: 148 mm to 215.9 mm

ADF Length: 148 mm to 355.6 mm Scanner Glass Width: Max. 215.9 mm Scanner Glass Length: Max. 297 mm

¹ Noise depends on printing conditions.

² Using standard 64 to 90 g/m² paper.

Using XEROX4200 75 g/m² paper, temperature 20 - 26 °C, humidity 40 - 50% without condensation.

Print media

Paper Input

Paper Tray

Paper type:

Plain paper, inkjet paper (coated paper), glossy paper ¹ and transparency ^{1 2}

■ Paper size:

A4, Executive, Letter, A5, A6, Envelopes (commercial No.10, DL, C5, Monarch), Photo 10 \times 15 cm, Photo 2L 13 \times 18 cm, and Index Card 127 \times 203 mm 3

Width: 98 mm - 215.9 mm Length: 148 mm - 297 mm

For more details, see *Paper weight, thickness and capacity* >> page 22.

Maximum paper tray capacity:

Approx. 100 sheets of 80 g/m² plain paper

Paper Output

Up to 50 sheets of A4 plain paper (face up print delivery to the output paper tray) ¹

For glossy paper or transparencies, remove printed pages from the output paper tray immediately after they exit the machine to avoid smudging.

² Use only transparencies recommended for inkjet printing.

³ See Paper type and size for each operation ➤➤ page 21.

ח

Fax

Compatibility ITU-T Group 3

Modem Speed Automatic Fallback

14,400 bps

Scanning Width ADF: 208 mm (A4)

Scanner Glass: 204 mm (A4)

Printing Width 210 mm

Greyscale Levels: 64 (B&W) / 256 (Color)

Resolution Standard

 203×98 dpi (Mono) 203×196 dpi (Color)

Fine

203 × 196 dpi (Mono/Color)

Superfine

203 × 392 dpi (Mono)

Photo

 $203 \times 196 \ dpi \ (Mono)$

Speed Dial 40 stations

Groups Up to 6

Broadcasting 90 (40 Speed Dial / 50 Manual Dial)

Automatic Redial 3 times at 5 minute intervals

Memory Transmission Up to 170 ¹ pages

Out of Paper Reception Up to 170 1 pages

¹ "Pages" refers to the "ITU-T Test Chart #1" (a typical business letter, Standard resolution, MMR code). Specifications and printed materials are subject to change without prior notice.

Copy

Color/Monochrome Yes/Yes

Copy Width Max. 210 mm

Multiple Copies Stacks/Sorts up to 99 pages

Enlarge/Reduce 25% to 400% (in increments of 1%)

Resolution Prints up to 1200×1200 dpi

D

Scanner

Color/Monochrome Yes/Yes

TWAIN Compliant Yes (Windows® XP ¹/Windows Vista®/Windows® 7)

Mac OS X 10.4.11, 10.5.x, 10.6.x²

WIA Compliant

Yes (Windows® XP ¹/Windows Vista®/Windows® 7)

ICA Compliant Yes (Mac OS X 10.6.x)

Color Depth 36 bit color Processing (Input)

24 bit color Processing (Output)

Resolution Up to 19200×19200 dpi (interpolated) ³

Up to 1200 × 2400 dpi (optical) (Scanner Glass)

Up to 1200×600 dpi (optical) (ADF)

Scanning Width and Length (Scanner Glass)

Width: Up to 210 mm Length: Up to 291 mm

(ADF)

Width: Up to 210 mm

Length: Up to 349.6 mm

Greyscale 256 levels

Windows® XP in this User's Guide includes Windows® XP Home Edition, Windows® XP Professional, and Windows® XP Professional x64 Edition.

² For the latest driver updates for the Mac OS X you are using, visit us at http://solutions.brother.com/.

Maximum 1200×1200 dpi scanning when using the WIA Driver for Windows[®] XP, Windows Vista[®] and Windows[®] 7 (resolution up to 19200×19200 dpi can be selected by using the Brother scanner utility).

Printer

Resolution Up to $1200 \times 6000 \text{ dpi}$

Printing Width ³ 204 mm [210 mm (borderless) ¹]

Borderless ² A4, Letter, A6, Photo 10×15 cm,

Index Card 127 \times 203 mm, Photo 2L 13 \times 18 cm

Print Speed ⁴

When the Borderless feature is set to On.

- ² See Paper type and size for each operation ➤➤ page 21.
- When printing on A4 size paper.
- ⁴ For detailed specifications visit http://www.brother.com/.

D

Interfaces

USB 12 A USB 2.0 interface cable that is no longer than 2 m.

Wireless LAN IEEE 802.11b/g/n (Infrastructure/Ad-hoc Mode)

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

SUPPORTED OPERATING SYSTEMS AND SOFTWARE FUNCTIONS								
Computer Blotform 9		Supported	PC	Processor Minimum	Minimum RAM	Recommended RAM	Hard Disk Space to install	
-	Computer Platform & Operating System Version		Interface				For	For
	 -	Functions		Speed			Drivers	Applications
Windows [®] Operating	Windows [®] XP Home ¹ Windows [®] XP	Printing, PC Fax ³ ,	USB, Wireless 802.11b/g/n	Intel [®] Pentium [®] II or equivalent	128 MB	256 MB	150 MB	1 GB
System	Professional ¹	Scanning	002.11b/g/11					
	Windows [®] XP Professional x64 Edition ¹			64-bit (Intel [®] 64 or AMD64) supported CPU	256 MB	512 MB	150 MB	1 GB
	Windows Vista ^{® 1}			Intel [®] Pentium [®] 4	512 MB	1 GB	500 MB	1.3 GB
	Windows [®] 7 ¹			or equivalent 64-bit (Intel [®] 64	1 GB (32 bit)	1 GB (32 bit)	650 MB	1.3 GB
				or AMD64) supported CPU	2 GB (64 bit)	2 GB (64 bit)		
	Windows Server® 2003 (print only via network)	Printing	Wireless 802.11b/g/n	Intel [®] Pentium [®] III or equivalent	256 MB	512 MB	50 MB	N/A
	Windows Server [®] 2003 x64 Edition (print only via network)			64-bit (Intel [®] 64 or AMD64) supported CPU				
	Windows Server® 2003 R2 (print only via network)			Intel [®] Pentium [®] III or equivalent				
	Windows Server [®] 2003 R2 x64 Edition (print only via network)			64-bit (Intel [®] 64 or AMD64) supported CPU	512 MB	1 GB		
	Windows Server [®] 2008 (print only via network)			Intel [®] Pentium [®] 4 or equivalent 64-bit (Intel [®] 64 or AMD64) supported CPU		2 GB		
	Windows Server® 2008 R2 (print only via network)			64-bit (Intel [®] 64 or AMD64) supported CPU				
Macintosh Operating	Mac OS X 10.4.11, 10.5.x	Printing, PC Fax	USB ² , Wireless 802.11b/g/n	PowerPC G4/G5	512 MB	1 GB	80 MB	550 MB
System		Send ³ , Scanning		Intel [®] Processor]	
	Mac OS X 10.6.x	Joanning		Intel [®] Processor	1 GB	2 GB		

Conditions:

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

- ² Third party USB ports are not supported.
- PC Fax supports black and white only. (PC Fax Send is only supported.)

For the latest driver updates, visit us at http://solutions.brother.com/.

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Consumable items

Ink The machine uses individual Black, Yellow, Cyan and Magenta ink

cartridges that are separate from the print head assembly.

Service Life of Ink

Cartridge

The first time you install a set of ink cartridges the machine will use an amount of ink to fill the ink delivery tubes for high quality printouts. This process will only happen once. After this process is complete the cartridges provided with your machine will have a lower yield than standard cartridges (65 %). With all following ink

cartridges you can print the specified number of pages.

Replacement Consumables

LC400BK <Black> LC400Y <Yellow> LC400C <Cyan> LC400M <Magenta>

Black, Yellow, Cyan and Magenta - Approximately 600 pages ¹

Approx. cartridge yield is declared in accordance with ISO/IEC 24711.

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

What is Innobella™?

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



When you print photo images, Brother recommends Innobella™ glossy photo paper (BP71 series) for high quality. Brilliant prints are made easier with Innobella™ Ink and paper.

Network (LAN)



For more information about the Network specifications ➤➤ Network User's Guide

LAN You can connect your machine to a network for Network Printing,

Network Scanning and PC Fax Send ¹. Also included is Brother

BRAdmin Light ² Network Management software.

Wireless Network

SSID (32 chr), WEP 64/128 bit, WPA-PSK (TKIP/AES),

Security

WPA2-PSK (AES)

Setup Support Utility AOSS™

WPS Yes

Yes

See the Computer Requirements chart on page 100.

² If you require more advanced printer management, use the latest Brother BRAdmin Professional utility version that is available as a download from http://solutions.brother.com/.

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