

# Software User's Guide






## Applicable model

This User's Guide applies to DCP-J140W model.

## Definitions of notes

We use the following icons throughout this User's Guide:

 <b>CAUTION</b>	<u>CAUTION</u> indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injuries.
 <b>Important</b>	<u>Important</u> indicates a potentially hazardous situation which, if not avoided, may result in damage to property or loss of product functionality.
 <b>Note</b>	Notes tell you how you should respond to a situation that may arise or give tips about how the operation works with other features.

## Compilation and publication notice

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

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

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## IMPORTANT NOTE

- This product is approved for use in the country of purchase only. Do not use this product outside the country of purchase as it may violate the wireless telecommunication and power regulations of that country.
- Windows® XP in this document represents Windows® XP Professional, Windows® XP Professional x64 Edition and Windows® XP Home Edition.
- Windows Server® 2003 in this document represents Windows Server® 2003, Windows Server® 2003 x64 Edition, Windows Server® 2003 R2 and Windows Server® 2003 R2 x64 Edition.
- Windows Server® 2008 in this document represents Windows Server® 2008 and Windows Server® 2008 R2.

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# Windows®

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**Note**

- The screens in this section are from Windows® XP. Screens on your computer may vary depending on your operating system.
- If your computer is protected by a firewall, and you are unable to network print or network scan, you may need to configure the firewall settings. If you are using the Windows® Firewall and you installed MFL-Pro Suite from the CD-ROM, the necessary Firewall settings have already been made. If you did not install from the CD-ROM, see *Firewall settings (For Network users)* >> page 85 to configure your Windows® Firewall. If you are using any other personal Firewall software, see the user's guide for your software or contact the software manufacturer.

## Using the Brother printer driver

A printer driver translates the data from your application, and using a page description language, converts it into a format that can be understood by the printer/multi-function device.

You will find appropriate drivers on the CD-ROM supplied with the machine. Install those drivers by following the *Quick Setup Guide*. You can also download the latest drivers from the Brother Solutions Center at:

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

## Features

This machine offers many features you will find in a high quality ink jet printer.

### Brilliant High Quality Output

Printing at up to 1200 × 6000 dpi on glossy paper to get the best possible print quality. The printer driver supports N in 1, Watermark printing, Color Enhancement technology and many other features.

### Low Running Cost

Whenever a particular ink color requires replacement, you only have to replace that individual cartridge.

### USB

The Universal Serial Bus interface provides fast communication with your computer.

### Wireless LAN (IEEE802.11b/g/n)

The wireless LAN capability lets your machine communicate with other wireless devices using the IEEE802.11b/g/n wireless standard. >>Network User's Guide

## Choosing the right type of paper

For high quality printing, it is important to choose the right type of paper. Be sure to read *Loading paper* and *Loading documents* in the *Basic User's Guide* before buying paper, and to determine the printable area depending on the settings in the printer driver.

## Simultaneous printing and scanning

Your machine can print from your computer while scanning a document into the computer.

However, when the machine is copying, it pauses the computer printing operation, and then continues printing when copying has finished.

If the LCD shows `Ink low`, one or more of the ink cartridges are near the end of their life. You can continue printing until the LCD shows `Cannot Print`.

## Clearing data from the memory

If the LCD shows `Data Remaining`, you can clear the data that is left in the printer memory by pressing the **Stop/Exit** key on the control panel.

## Status Monitor

The Status Monitor utility is a configurable software tool for monitoring the status of one or more devices, allowing you to get immediate notification of error messages such as paper empty, paper jam or ink replacement required.



You can check the device status at any time by double-clicking the icon in the tasktray or by choosing **Status Monitor** located in **Start/All Programs/Brother/DCP-XXXX** on your computer.

There is also a link to the **Genuine Brother Supplies web site**. Click the **Visit the Genuine Supplies website** button for more information on Brother genuine supplies.

Click the **Troubleshooting** button to access the troubleshooting web site.



### Note

For more information about using the Status Monitor software, right-click the **Brother Status Monitor** icon and choose **Help**.

## Monitoring the machine's status

Once you start up your computer, the Brother Status Monitor icon appears on the tasktray.

- A green icon indicates the normal stand-by condition.



- A yellow icon indicates a warning.



- A red icon indicates an error has occurred.



The **Status Monitor** can be displayed in the tasktray or on the desktop of your computer.

## Turning off the Status Monitor

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If you want to switch off the Status Monitor, follow these steps:

- 1 Right-click the **Brother Status Monitor** icon or window and click **Load Status Monitor on Startup** to clear the check mark.
- 2 Right-click again on the **Brother Status Monitor** icon and then click **Exit**.



### Note

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Even if the Status Monitor is off, you can check the machine's status at any time by clicking **Status Monitor** from the **Start** menu on your computer.

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## Printer driver settings

You can change the printer settings when you print from your computer.

Commonly used settings include:

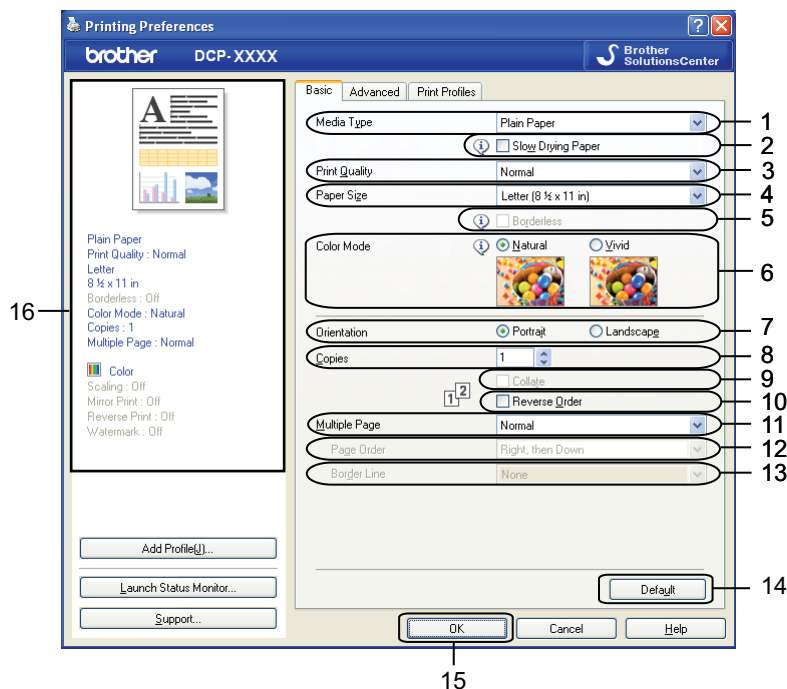
- **Media Type**
- **Print Quality**
- **Paper Size**
- **Orientation**
- **Color / Grayscale**
- **Scaling**

## Accessing the printer driver settings

- 1 From an application such as Microsoft® Notepad, click **File**, then **Print** in your application.
- 2 Choose **Brother DCP-XXXX Printer** (where XXXX is your model name) and click **Preferences**.  
The printer driver window appears.

# Basic tab

1



- 1 **Media Type** drop-down list
- 2 **Slow Drying Paper** check box
- 3 **Print Quality** drop-down list
- 4 **Paper Size** drop-down list
- 5 **Borderless** check box
- 6 **Color Mode** option
- 7 **Orientation** option
- 8 **Copies** option
- 9 **Collate** check box
- 10 **Reverse Order** check box
- 11 **Multiple Page** drop-down list
- 12 **Page Order** drop-down list
- 13 **Border Line** drop-down list
- 14 **Default** button
- 15 **OK** button
- 16 Current settings view

- 1 Choose your settings for **Media Type**, **Slow Drying Paper** and **Print Quality**.



#### Note

Check **Slow Drying Paper** when printing with plain paper on which ink dries slowly. This setting may cause some slight blurring of text.

- 2 Choose **Paper Size**, **Borderless**, **Color Mode**, **Orientation**, number of **Copies** and the page order, **Collate**, **Reverse Order**, **Multiple Page**, **Page Order** and **Border Line** (if required).
- 3 Click **OK** to apply your chosen settings.  
To return to the default settings, click **Default**, then **OK**.

## Media Type

To achieve the best print results, the media being printed on should be selected in the driver. The machine changes the way to print depending on the selected media type.

- **Plain Paper**
- **Inkjet Paper**
- **Brother BP71 Photo Paper**
- **Brother BP61 Photo Paper**
- **Brother BP60 Matte Paper**
- **Other Photo Paper**
- **Transparencies**

## Print Quality

The **Print Quality** selection lets you choose the print resolution. As print quality and speed are related, the higher the quality, the longer it will take to print the document. The quality selections that are available will vary depending on the media type you choose.

### ■ **Best**

Use for printing precise images such as photographs. This is the best resolution and slowest speed.

### ■ **Photo**

Use for printing photographs. Since the print data is much larger than a normal document, the processing time, data transfer time and print time will be longer.

### ■ **High**

Better print quality than **Normal** mode and faster print speed than **Photo**.

### ■ **Normal**

Good print quality with typical print speed.

### ■ **Fast**

The fastest print mode and the lowest amount of ink used. Use for printing large volume documents or documents for proofing.

Media Type	Color/Grayscale	Print Quality Selection
Plain Paper	Color / Grayscale	Fast, <b>Normal</b> , High, Best
Inkjet Paper or Brother BP60 Matte Paper	Color / Grayscale	Normal, <b>Photo</b>
Brother BP71 Photo Paper, Brother BP61 Photo Paper or Other Photo Paper	Color / Grayscale	Fast, <b>Photo</b> , Best
Transparencies	Color / Grayscale	<b>Normal</b>

**Note**

The default settings are shown in bold.

## Paper Size

The **Paper Size** drop-down list includes a large selection of standard paper sizes. If necessary, you can create a custom size ranging from 3.5 × 5 in. (88.9 × 127.0 mm) to 8.5 × 14 in. (215.9 × 355.6 mm). From the drop-down list, choose the **Paper Size** you are using.

Paper Size Letter (8 ½ x 11 in) ▼

You can create a custom size by choosing **User Defined**. Specify the **Width** and **Height** values, and enter any name you want for this custom size. Choose the correct paper thickness to improve the quality of your output.

The 'User Defined Size' dialog box is shown. It has a title bar with a close button. Inside, there is a text field for 'Custom Paper Size Name'. Below that are two radio buttons for 'Unit': 'mm' and 'inch' (which is selected). Then there are input fields for 'Width' (range [ 3.5 - 8.5 ], value 3.5) and 'Height' (range [ 5.0 - 14.0 ], value 5.0). Below these is a dropdown for 'Paper Thickness' set to 'Regular'. At the bottom are 'Save' and 'Delete' buttons. At the very bottom are 'OK', 'Cancel', and 'Help' buttons.

### To do borderless printing

Check the **Borderless** check box.

**Note**

The Borderless feature is not available in the following cases:

- When **Media Type** is set to **Plain Paper** and **Print Quality** is set to **Normal** or **Fast**.
- When **Media Type** is set to **Photo Paper** and **Print Quality** is set to **Best**.

## Color Mode


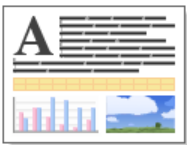
The color is adjusted to get the closest color match with the monitor.

- **Natural:** Use for photographic images. The color is adjusted to print more natural colors.
- **Vivid:** Use for business graphics such as charts, graphics and text. The color is adjusted to print more vivid colors.

## Orientation

**Orientation** chooses the position that your document will be printed (in **Portrait** or **Landscape**).



Portrait (Vertical)	Landscape (Horizontal)
	



### Note

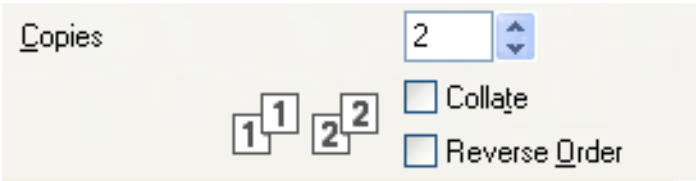
If your application software contains a similar function to this, we recommend you use the one in the application.

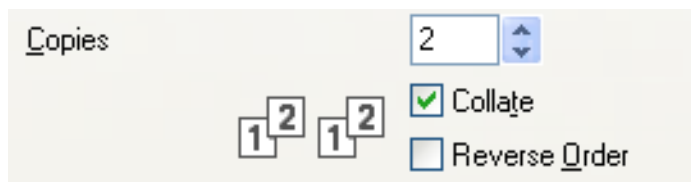
## Copies

The **Copies** selection sets the number of copies that will be printed (1 to 999).

### Collate

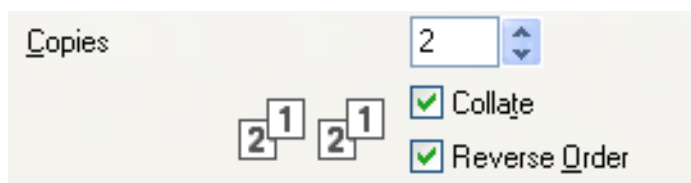
With **Collate** checked, one complete copy of your document will be printed and then reprinted according to the number of copies you choose. If **Collate** is unchecked, then each page will be printed according to the number of copies chosen before the next page of the document is printed.





## Reverse Order

**Reverse Order** prints the pages of your document in the opposite order. The last page of your document will be printed first.



## Multiple Page

The **Multiple Page** option lets you choose the N in 1 options or the 1 in N options. The N in 1 options print 2, 4, 9 or 16 pages of a document on 1 sheet of paper. The 1 in N options enlarges your print size and prints the document in poster print mode.

## Page Order

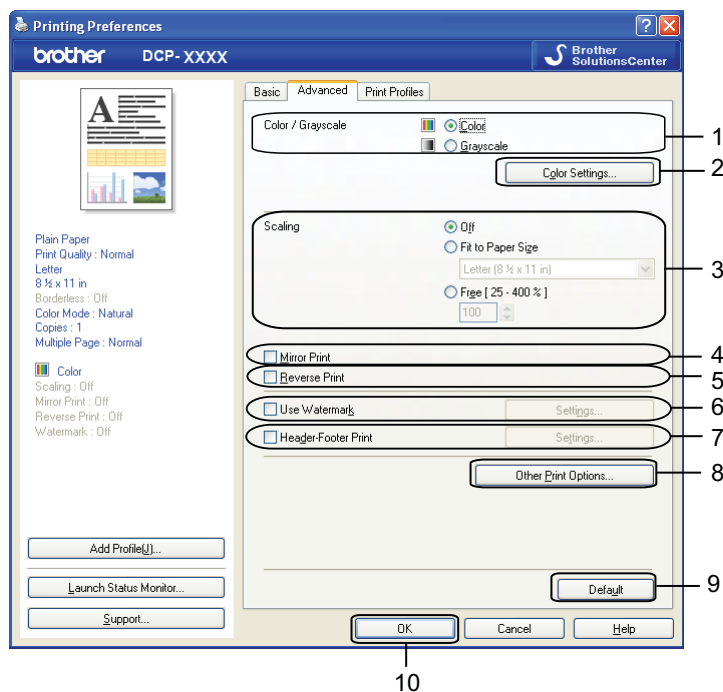
When the N in 1 option is selected, the **Page Order** can be selected from the drop-down list.

## Border Line

When the N in 1 option is selected, you can choose to have a solid border, dashed border or no border around each page on the sheet.

# Advanced tab

1



- 1 **Color / Grayscale** option
- 2 **Color Settings** button
- 3 **Scaling** option
- 4 **Mirror Print** check box
- 5 **Reverse Print** check box
- 6 **Use Watermark** check box
- 7 **Header-Footer Print** check box
- 8 **Other Print Options** button
- 9 **Default** button
- 10 **OK** button

- 1 Choose your setting for **Color / Grayscale**.
- 2 Choose your setting for the **Scaling** feature.
  - Choose **Off** to print the document as it appears on your screen.
  - Choose **Fit to Paper Size** to enlarge or reduce the document to fit the paper size.
  - Choose **Free** to change the size.
- 3 You can choose reverse printing options.
  - Check **Mirror Print** to reverse the data from left to right.

- Check **Reverse Print** to reverse the data from up to down.

**Note**

**Mirror Print** is not available when choosing **Transparencies** as the **Media Type**.

- 4 You can print a logo or text onto your document as a watermark. You can choose one of the preset watermarks, or you can use a bitmap file or text file that you have created.
- 5 You can print the date and time from your computer's system clock, and the computer login user name or your entered text on your document using **Header-Footer Print**.

**Note**

**Header-Footer Print** is not available if you are using the **Borderless** print option.

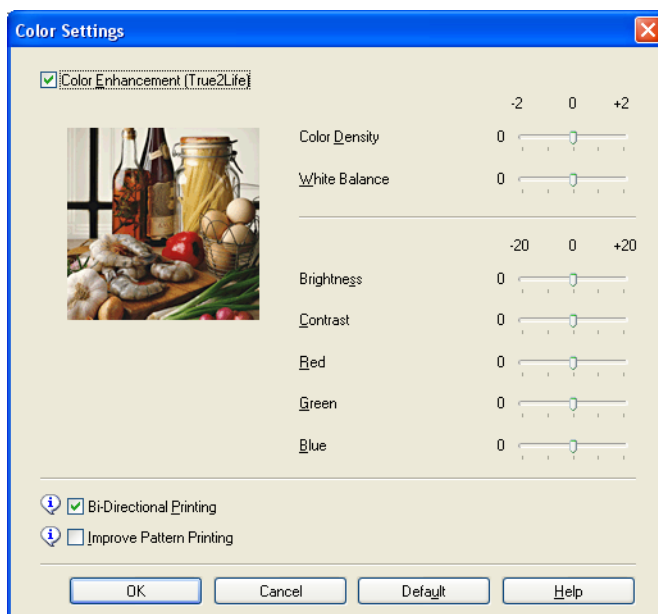
- 6 Click **Other Print Options** to set more Printer functions.
- 7 Click **OK** to apply your chosen settings.  
To return to the default settings, click **Default**, then **OK**.

## Color/Grayscale

This function can be used to print documents in color, or black and white using grayscale.

## Color Settings

Click **Color Settings** on the **Advanced** tab to see options for enhanced print settings.



## Color Enhancement (True2Life)

Checking the **Color Enhancement (True2Life)** option enables the **True2Life** feature. This feature analyzes your image to improve its sharpness, white balance and color density. This process may take several minutes depending on the size of the image and the specifications of your computer.

### ■ Color Density

Adjusts the total amount of color in the image. You can increase or decrease the amount of color in an image to improve a washed out or weak-looking picture.

### ■ White Balance

Adjusts the hue of the white areas of an image. Lighting, camera settings and other influences will affect the appearance of white. The white areas of a picture may be slightly pink, yellow or some other color. By adjusting the white balance you can adjust those white areas.

### ■ Brightness

Adjusts the brightness of the whole image. To lighten or darken the image, move the slider to the right or left.

### ■ Contrast

Adjusts the contrast of an image. This will make darker areas darker and lighter areas lighter. Increase the contrast when you want an image to be clearer. Decrease the contrast when you want an image to be more subdued.

### ■ Red

Increases the intensity of **Red** in the image to make the image redder.

### ■ Green

Increases the intensity of **Green** in the image to make the image greener.

### ■ Blue

Increases the intensity of **Blue** in the image to make the image bluer.

## Bi-Directional Printing

When **Bi-Directional Printing** is checked, the print head prints in both directions offering faster print speeds. When unchecked, the print head will only print in one direction giving higher quality printouts, but slower printing speeds.

## Improve Pattern Printing

Select the **Improve Pattern Printing** option if the printed fills and patterns appear different to how they appear on your screen.

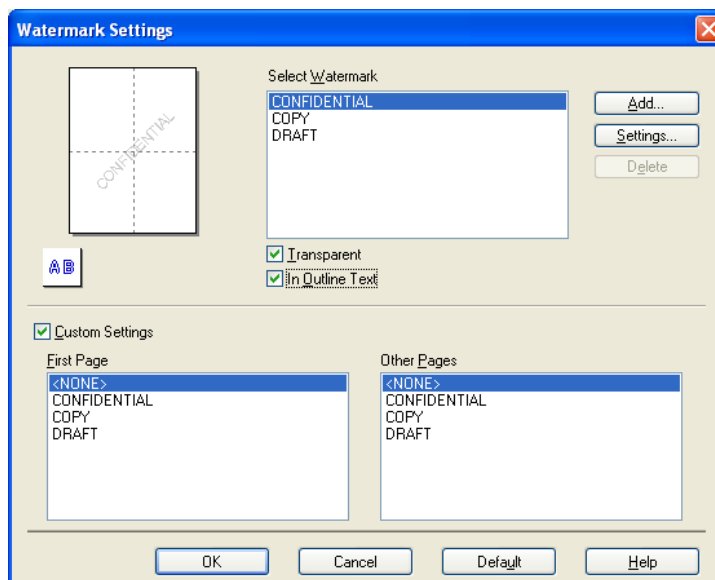
## Use Watermark

You can print a logo or text onto your document as a watermark. You can choose one of the preset watermarks, or you can use a bitmap file or text file that you have created.

Check **Use Watermark** and then click **Settings** on the **Advanced** tab.

## Watermark Settings

Choose a watermark you want to use or edit from **Select Watermark**.



### Transparent

Check **Transparent** to print the watermark image in the background of your document. If this feature is unchecked, the watermark is printed at the front of your document.

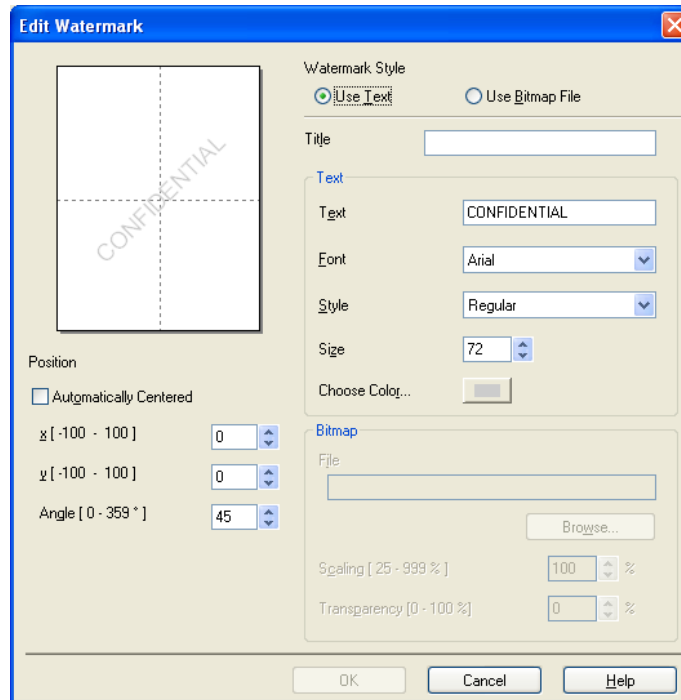
### In Outline Text

Check **In Outline Text** if you only want to print an outline of the watermark. This feature is available when choosing a text watermark.

### Custom Settings

You can choose a watermark to be printed on the first page or on the other pages.

You can change watermark settings and add a new watermark. Click **Settings** to change the settings or click **Add** to add a new watermark.



You can change the watermark settings with this feature. If you want to add a new watermark, enter **Title** and then choose **Use Text** or **Use Bitmap File** in **Watermark Style**.

#### ■ Title

Enter a title you like in the field when adding a new watermark. Your chosen watermark is overwritten with this title.

#### ■ Text

Enter your watermark text in **Text**, then choose **Font**, **Style**, **Size** and **Choose Color**.

#### ■ Bitmap

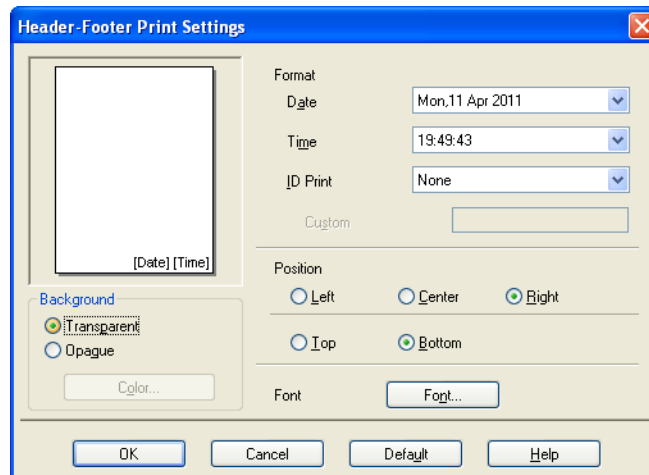
Enter a file name and location of your bitmap image in **File**, or click **Browse** to search for the file. You can also configure the scaling size and transparency of the image.

#### ■ Position

Use this setting if you want to adjust the position of the watermark on the page.

## Header-Footer Print

You can print the date and time from your computer's system clock, and the computer login user name or your entered text on your document. To customize the settings, click **Settings** on the **Advanced** tab.



### ID Print

You can choose your computer login user name or your entered text as a header or footer:

- Choose **Login User Name** to print your computer login user name.
- Choose **Custom** to print your entered text in the **Custom** text box.

## Other Print Options

Click **Other Print Options** on the **Advanced** tab to change more printer settings.

### Change Data Transfer Mode

The **Change Data Transfer Mode** feature lets you choose a print data transfer mode to improve print quality or print speed.

#### ■ Recommended Setting

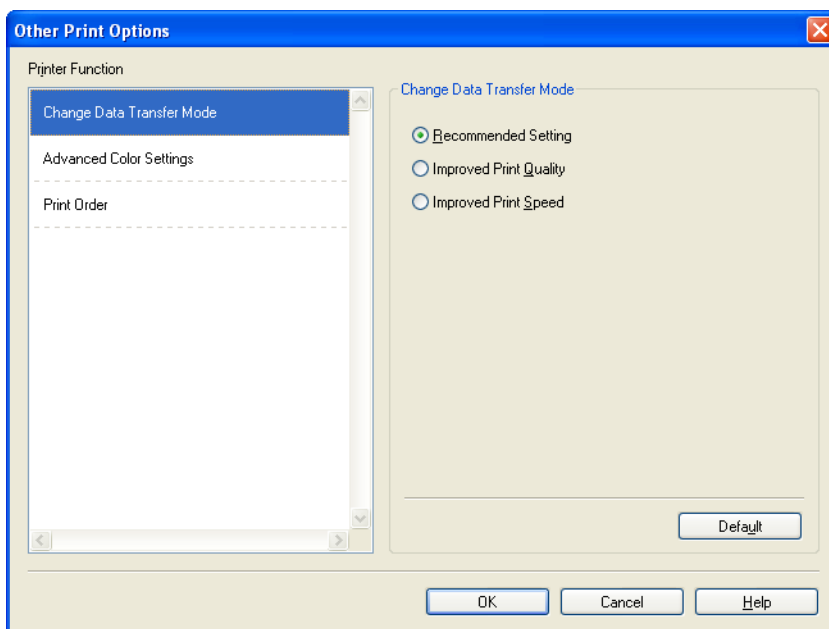
Choose **Recommended Setting** for general use.

#### ■ Improved Print Quality

Choose **Improved Print Quality** for a better print quality. Print speed may be slightly reduced, depending on the print data.

#### ■ Improved Print Speed

Choose **Improved Print Speed** for a faster print speed. Print quality may be slightly reduced, depending on the print data.



## Advanced Color Settings

You can set the **Halftone Pattern** and **Match Monitor** for more color adjustment.

### ■ Halftone Pattern

The machine can use two methods (**Diffusion** or **Dither**) to arrange dots to express halftones. There are some predefined patterns and you can choose which one to use for your document.

- **Diffusion**

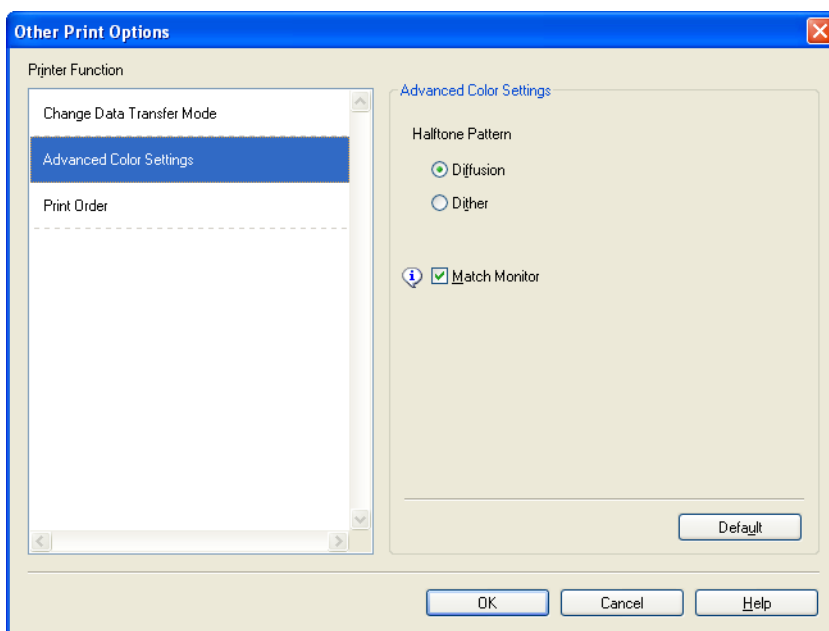
Dots are put at random to create the halftones. Use for printing photographs that have delicate shades and graphics.

- **Dither**

Dots are arranged in a pre-defined pattern to make halftones. Use for printing graphics that have definite color boundaries or for printing charts such as business charts.

### ■ Match Monitor

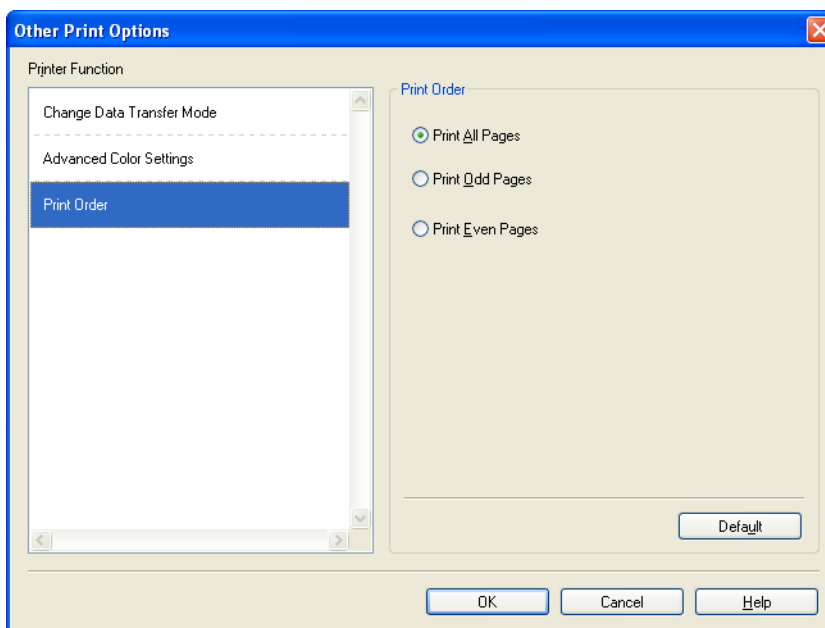
Color is adjusted to get the closest color match with the monitor.



## Print Order

You can choose to **Print All Pages**, **Print Odd Pages** or **Print Even Pages**.

**Print Odd Pages** and **Print Even Pages** are enabled only when **Print Quality** is set to **High**.



### ■ Print All Pages

Lets you print all pages.

### ■ Print Odd Pages

Lets you print the odd-numbered pages only.

### ■ Print Even Pages

Lets you print the even-numbered pages only.



### Note

- The print speed of the **Print Odd Pages** and **Print Even Pages** settings is slower than the other printer driver settings.
- When you choose the **Print Odd Pages** and **Print Even Pages** settings, you may see a printing error message on your computer, as the machine pauses during the printing process. The error message will disappear after the machine re-starts printing.

The **Print Odd Pages** and **Print Even Pages** settings only support **Letter** for **Paper Size** and **Plain Paper** for **Media Type**.

You can print multiple copies in collated format. Choose the number of copies you want and check **Collate** in the **Basic** tab.

## Manual Duplex

### Printing on both sides of the paper

The following steps show how you can print on both sides of the paper using the **Print Odd Pages** and **Print Even Pages** settings.

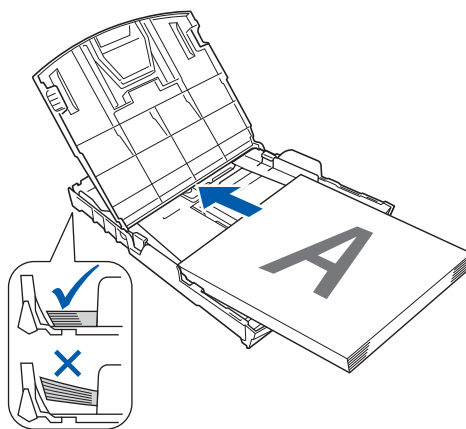
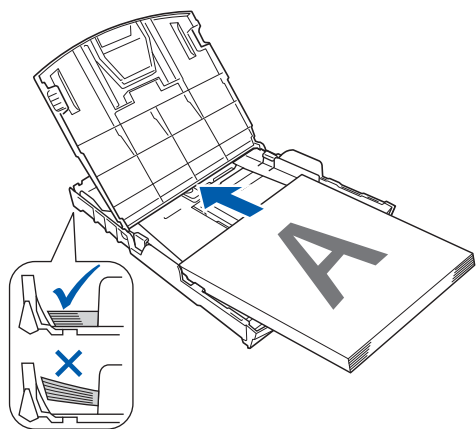
If you want to print a 10 page document on 5 sheets of paper, you must set the printer driver options to print all odd-numbered pages in reverse order (page 9, 7, 5, 3, 1) first and then even-numbered pages in normal order (page 2, 4, 6, 8, 10).

- 1 In the printer driver, choose the **Basic** tab and check **Reverse Order**.
- 2 Choose **High** in **Print Quality**.
- 3 Choose the **Advanced** tab and click **Other Print Options**.
- 4 Choose **Print Order** and check **Print Odd Pages**.  
Click **OK**.
- 5 After the machine prints the odd-numbered pages, remove the printed pages from the output paper tray. Before you go to the next step, make sure the printed pages are dry.
- 6 Empty the paper tray. Do not add the printed pages to the top of a stack of unprinted paper.
- 7 Make sure the pages are completely flat before putting them back in the paper tray, with the side to be printed on (the blank side) face down and the top page first.

### Paper orientation

For Portrait

For Landscape



- 8 In the printer driver, choose the **Basic** tab and un-check **Reverse Order**.
- 9 Choose the **Advanced** tab and click **Other Print Options**.
- 10 Choose **Print Order** and check **Print Even Pages**.  
Click **OK**.

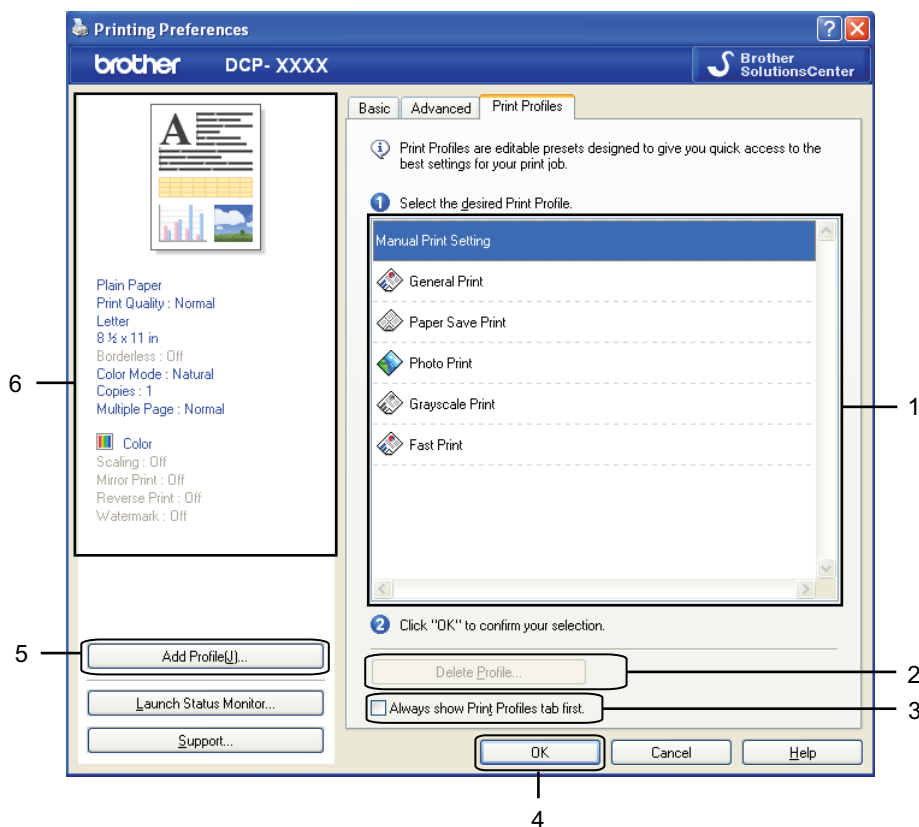
- 11 The machine will print all the even-numbered pages on the other side of the paper.

**Guidelines for printing on both sides of the paper**

- If the paper is thin, it may wrinkle.
- If the paper is curled, flatten it and then put it back in the paper tray.
- If the paper is not feeding properly, it may be curled. Remove the paper and straighten it.

## Print Profiles tab

**Print Profiles** are editable presets designed to give you quick access to frequently used printing configurations.



- 1 Print profiles list box
- 2 **Delete Profile** button
- 3 **Always show Print Profiles tab first** check box
- 4 **OK** button

- 5 **Add Profile** button
- 6 Current print profile view

- 1 Choose your profile from the print profile list box.
- 2 If you want to display the **Print Profiles** tab at the front of the window from the next time you print, check **Always show Print Profiles tab first**.
- 3 Click **OK** to apply your chosen profile.

## Add Profile

---

The **Add Profile** dialog appears by clicking **Add Profile**. You can add 20 new profiles with your preferred settings.

- 1 Enter the desired title in **Name**.
- 2 Choose an icon you want to use from the **Icon** list, then click **OK**.
- 3 The current settings shown on the left side of the printer driver window will be saved.

## Delete Profile

---

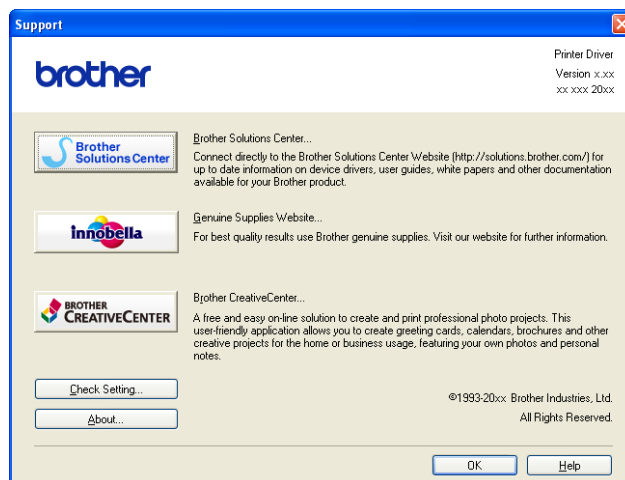
The **Delete Profile** dialog appears by clicking **Delete Profile**. You can delete any of the profiles you have added.

- 1 Choose a profile you want to delete from the profile list box.
- 2 Click **Delete**.
- 3 Click **Yes**.
- 4 The selected profile will be deleted.

# Support

The **Support** window shows the driver version and settings information. There are also links to the **Brother Solutions Center** and **Genuine Supplies Website**.

Click **Support** on the printer driver window to display the **Support** window:



## ■ Brother Solutions Center

The **Brother Solutions Center** is a web site offering information about your Brother product including FAQs (Frequently Asked Questions), user's guides, driver updates and tips for using your machine.

## ■ Genuine Supplies Website

The **Genuine Supplies Website** offers information about your Brother genuine supplies.

## ■ Brother CreativeCenter

The **Brother CreativeCenter** is a free web site where you can access many ideas and resources for personal and professional use.

## ■ Check Setting

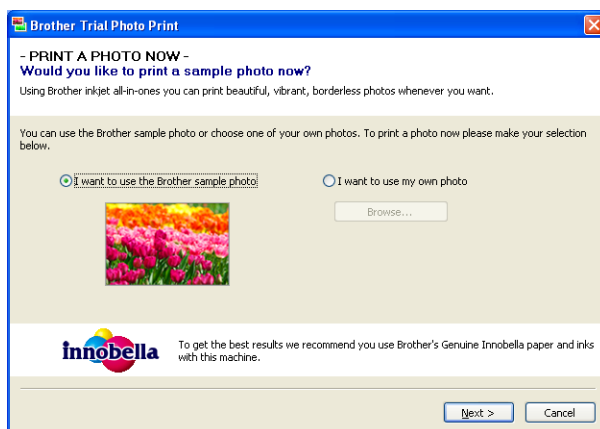
This function provides information on the current printer driver settings.

## ■ About

This function provides information about the printer driver installed for your Brother machine.

## Trial Photo Print

1



After your first installation of MFL-Pro Suite from the CD-ROM, the **Brother Trial Photo Print** window will appear automatically. This feature shows you the quality of photo printing with your Brother machine and Brother genuine supplies.

The **Brother Trial Photo Print** window appears only once after restarting. To print a photo, see *Printing images* >> page 58 or *Printing/Editing images* >> page 77.

## Using FaceFilter Studio for photo printing by REALLUSION

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

FaceFilter Studio

Brother Edition



To use FaceFilter Studio, you must install the FaceFilter Studio application from the CD-ROM supplied with your machine. Install FaceFilter Studio and download FaceFilter Studio Help by following the instructions in the *Quick Setup Guide*.

You can start FaceFilter Studio by clicking on **Start/All Programs/Reallusion/FaceFilter Studio/FaceFilter Studio**.

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.



### Note

If your Brother machine is not turned On, or connected to your computer, FaceFilter Studio will start with limited features. You will not be able to use the **Print** function.

This chapter only introduces the basic functions of the software. For more details, see the FaceFilter Studio Help.

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

## Starting FaceFilter Studio with your Brother machine turned On

- 1 When you launch FaceFilter Studio for the first time, this screen will appear, if your Brother machine is turned On, and connected to your computer, the FaceFilter Studio will detect your Brother machine.



- 2 After you click **Continue** in step 1, this screen will appear. FaceFilter Studio is ready to use with full functionality.



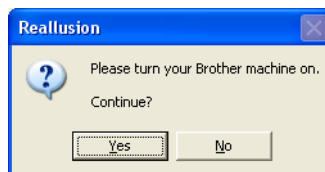
## Starting FaceFilter Studio when your Brother machine is turned Off

1

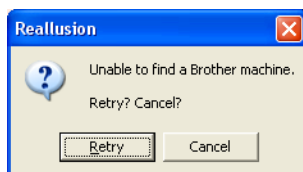
- 1 When you launch FaceFilter Studio for the first time, if your Brother machine is turned Off or not connected to your computer, this screen will appear.



- 2 Click **Detect** in step 1, and this screen will appear. Turn on your Brother machine and check that it is connected to your computer and then click **Yes**.

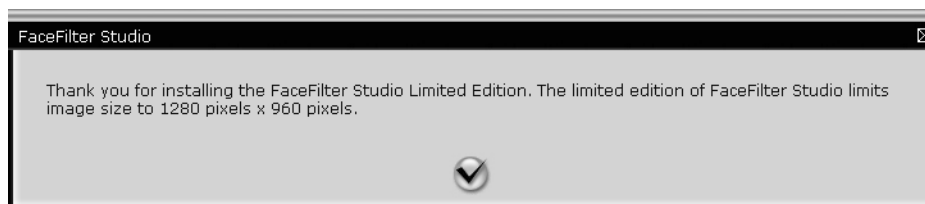


- 3 If FaceFilter Studio does not detect the Brother machine, this screen will appear. Make sure your Brother machine is turned on and click **Retry**.



If FaceFilter Studio still does not detect the Brother machine in step 3, click **Cancel**.

- 4 If you clicked **Cancel** in step 3, this screen will appear.



- 5 After you click the check mark in step 4, FaceFilter Studio will start with limited functionality. The Print icon on the top menu will be grayed out and you will not be able to use the Print function.

1

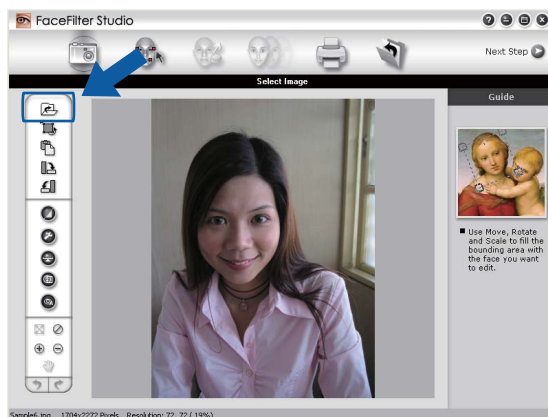


### Note

- When FaceFilter Studio starts with limited functionality, the image file will be saved with a watermark.
- To start FaceFilter Studio with full functionality, see *Starting FaceFilter Studio with your Brother machine turned On* >> page 28.

## Printing an image

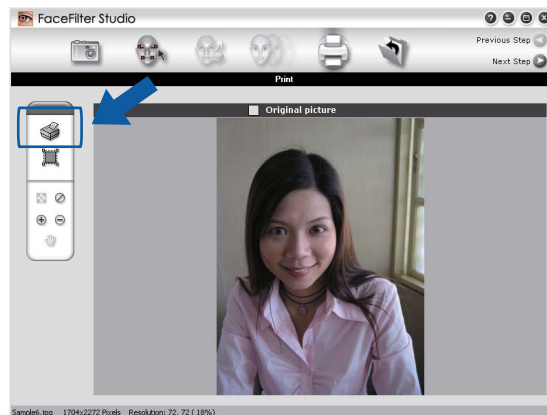
- 1 Click the **Open** icon to choose the image file.



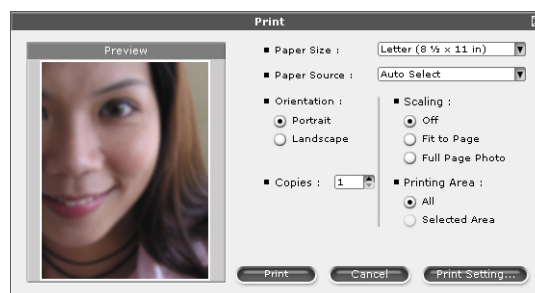
- 2 Click the Print icon in the top menu bar to move to the print screen.



- 3 Click the Print icon on the left to open the print settings dialog box.



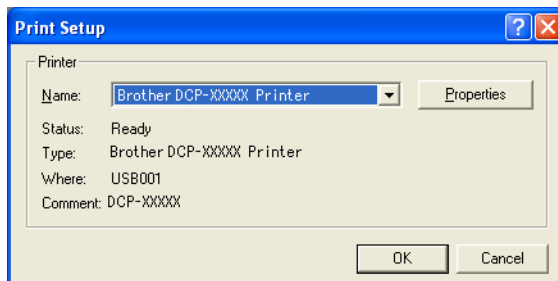
- 4 Choose **Paper Size**, **Paper Source**, **Orientation**, number of **Copies**, **Scaling** and **Printing Area**.



#### Note

If you want to print a borderless photo, choose **Full Page Photo** in **Scaling**.

- 5 Click **Print Setting** and choose your Brother machine. Click **OK**.




### Note

If you want to use photo paper, click **Properties** and set the **Media Type** and **Print Quality** in the printer driver dialog.

- 6 Click **Print** in the Print settings dialog box and your photo will begin printing.


## Smart Portrait

The **Smart Portrait** function detects faces in the photo and adjusts the brightness of the skin tone automatically.

- 1 Open the image file.
- 2 Click the **Smart Portrait**  icon to detect faces automatically.
- 3 You can modify the **Brightness adjustment** by dragging the slider.
- 4 Click **OK**.

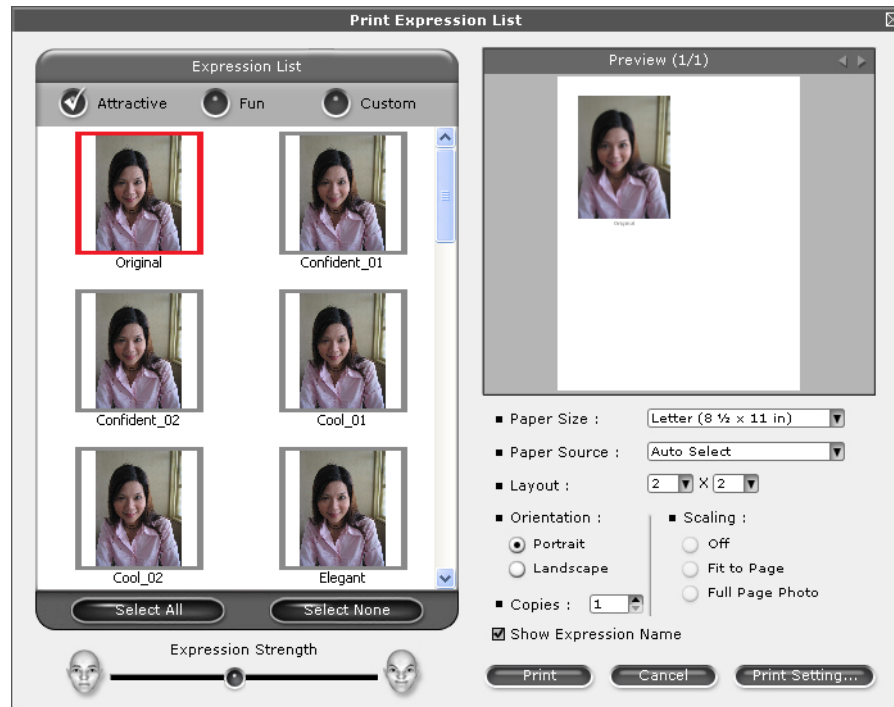
## Red Eye Reduction

The **Red Eye Reduction** function lets you reduce red eyes in your photo.

- 1 Open the image file.
- 2 Click the **Red Eye Reduction**  icon to reduce red eyes automatically.
- 3 **Auto Red eye Detection** finds all the red eyes in the image and marks them as dotted boxes. You can use the **RedEye Threshold** slider to adjust the color of the marked areas.
- 4 Click **OK**.

## Print Expression List

FaceFilter Studio lets you modify a facial expression by applying an expression template or by manual adjustment. In the **Select Expression** step, you can preview or print the expression of your choice.



## Uninstalling FaceFilter Studio

To uninstall FaceFilter Studio, choose **Start/All Programs/Reallusion/FaceFilter Studio/Uninstall FaceFilter Studio**.

## Using Homepage Print 2 by Corpus

Homepage Print 2 provides an easy way to capture and print websites as displayed in your browser. You can also create content by cropping images from websites, arranging the layout, and adding notes.

### Installing Homepage Print 2

---

- 1 Insert the supplied CD-ROM into your CD-ROM drive.
- 2 The CD-ROM top menu will appear. Choose the desired language and then click **Additional Applications**.
- 3 Click **Homepage Print 2**.  
Follow the on-screen instructions.

To start Homepage Print 2, choose **Homepage Print 2** located in **Start/All Programs/Homepage Print 2**.



#### Note

---

- The machine must be turned on and connected to the computer.
  - The computer must be connected to the Internet.
  - Make sure you are logged on with Administrator access privileges.
  - This application is available for Microsoft® Internet Explorer® 7.0/8.0 and Firefox® 3.6 only.
  - This application is not available for Windows Server® 2003/2008 series.
  - 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**.
-

The scanning operations and the drivers used will be different depending on your operating system or the scanning application used.

Two scanner drivers are installed. A TWAIN compliant scanner driver (See *Scanning a document using the TWAIN driver* >> page 35) and a Windows® Imaging Acquisition (WIA) driver (See *Scanning a document using the WIA driver* >> page 42).

Windows® XP/Windows Vista®/Windows® 7 users can select either driver when scanning documents.

**Note**

- For Nuance™ PaperPort™ 12SE, see *Using Nuance™ PaperPort™ 12SE* >> page 50.
- If your computer is protected by a firewall and is unable to network scan, you may need to configure the firewall settings to allow communication through port number 54925 and 137. If you are using Windows® Firewall and you installed MFL-Pro Suite from the CD-ROM, the necessary Firewall settings have already been made. For more information, see *Firewall settings (For Network users)* >> page 85.

## Scanning a document using the TWAIN driver

The Brother MFL-Pro Suite software includes a TWAIN compliant scanner driver. TWAIN drivers meet the standard universal protocol for communicating between scanners and applications. This means that you can not only scan images directly into the PaperPort™ 12SE viewer that Brother included with your machine, but you can also scan images directly into hundreds of other software applications that support TWAIN scanning. These applications include popular programs like Adobe® Photoshop®, CorelDRAW® and many more.

### Scanning a document into the computer

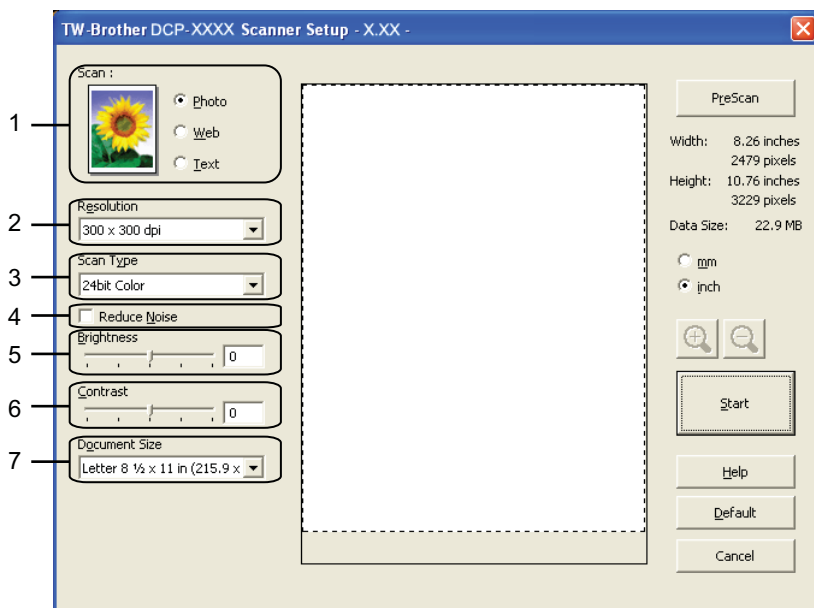
- 1 Load your document.
- 2 Start the Nuance™ PaperPort™ 12SE software that was installed during the MFL-Pro Suite installation to scan a document.

**Note**

The instructions for scanning in this guide are for when you use Nuance™ PaperPort™ 12SE. The scanning steps may vary when using other software applications.

- 3 Click **Scan Settings** from the **Desktop** tab on the ribbon.  
The **Scan or Get Photo** panel appears on the left side of the screen.
- 4 Click **Select**.
- 5 Choose **TWAIN: TW-Brother DCP-XXXX** or **TWAIN: TW-Brother DCP-XXXX LAN** from the **Available Scanners** list. Click **OK**.  
(Where XXXX is your model name.)

- 6 Check the **Display scanner dialog box** on the **Scan or Get Photo** panel.
- 7 Click **Scan**.  
The **Scanner Setup** dialog box appears.
- 8 Adjust the following settings, if needed, in the Scanner Setup dialog box:



- 1 **Scan (Image Type)**
- 2 **Resolution**
- 3 **Scan Type**
- 4 **Reduce Noise**
- 5 **Brightness**
- 6 **Contrast**
- 7 **Document Size**

- 9 Click **Start**.  
When scanning is finished, click **Cancel** to return to the PaperPort™ 12SE window.

**Note**

After you select a document size, you can adjust the scanning area further by clicking the left mouse button and dragging it. This is required when cropping an image for scanning.

## Pre-Scanning to crop a portion you want to scan

You can preview your image and crop unwanted portions before scanning by using the **PreScan** button. When you are satisfied with the preview, click **Start** on the Scanner Setup dialog box to scan the image.



- 1 Follow the steps from ❶ to ❷ of *Scanning a document into the computer* >> page 35.
- 2 Choose the settings for **Scan** (Image Type), **Resolution**, **Scan Type**, **Brightness**, **Contrast** and **Document Size** as needed.
- 3 Click **PreScan**.  
The whole image is scanned into the computer and appears in the scanning area of the Scanner Setup dialog box.
- 4 Press and hold down the left mouse button and drag it over the portion you want to scan.



1 Scanning area



#### Note

You can enlarge the image using the  icon, and then use the  icon to restore the image to its original size.

- 5 Click **Start**.  
This time only the chosen area of the document appears in the PaperPort™ 12SE window (or your application window).
- 6 In the PaperPort™ 12SE window, use the options available to refine the image.

## Settings in the Scanner Setup dialog box

### Scan (Image Type)

Choose the output image type from **Photo**, **Web** or **Text**. **Resolution** and **Scan Type** will be automatically altered for each of the default settings.

The default settings are listed in the table below:

Scan (Image Type)		Resolution	Scan Type
<b>Photo</b>	Use for scanning photo images	300 x 300 dpi	24bit Color
<b>Web</b>	Use for attaching the scanned image to web pages	100 x 100 dpi	24bit Color
<b>Text</b>	Use for scanning text documents	200 x 200 dpi	Black & White

### Resolution

You can choose a scanning resolution from the **Resolution** drop-down list. Higher resolutions take more memory and transfer time, but produce a finer scanned image. The following table shows the resolutions you can choose and the available colors.

Resolution	Black & White/ Gray (Error Diffusion)	256 Color	True Gray/24bit Color
100 x 100 dpi	Yes	Yes	Yes
150 x 150 dpi	Yes	Yes	Yes
200 x 200 dpi	Yes	Yes	Yes
300 x 300 dpi	Yes	Yes	Yes
400 x 400 dpi	Yes	Yes	Yes
600 x 600 dpi	Yes	Yes	Yes
1200 x 1200 dpi	Yes	No	Yes
2400 x 2400 dpi	Yes	No	Yes
4800 x 4800 dpi	Yes	No	Yes
9600 x 9600 dpi	Yes	No	Yes
19200 x 19200 dpi	Yes	No	Yes

### Scan Type

#### ■ Black & White

Use for text or line art images.

#### ■ Gray (Error Diffusion)

Use for photographic images or graphics. (Error Diffusion is a method for creating simulated gray images without using true gray dots. Black dots are put in a specific pattern to give a gray appearance.)

#### ■ True Gray

Use for photographic images or graphics. This mode is more exact due to using up to 256 shades of gray.

### ■ 256 Color

Uses up to 256 colors to scan the image.

### ■ 24bit Color

Uses up to 16.8 million colors to scan the image.

Although using **24bit Color** creates an image with the most accurate color reproduction, the image file size will be about three times larger than a file created using the **256 Color** option. It requires the most memory and has the longest transfer time.

## Reduce Noise

You can improve and enhance the quality of your scanned images with this selection. The **Reduce Noise** setting is available when using **24bit Color** and scan resolutions of 300 × 300 dpi, 400 × 400 dpi or 600 × 600 dpi.

## Brightness

Adjust the setting (-50 to 50) to get the best image. The default value is 0, representing an average and is usually suitable for most images.

You can set the **Brightness** level by dragging the slider to the right or left to lighten or darken the image. You can also enter a value in the box to set the level.

If the scanned image is too light, set a lower **Brightness** level and scan the document again. If the image is too dark, set a higher **Brightness** level and scan the document again.



### Note

The **Brightness** setting is only available when setting **Scan Type** to **Black & White**, **Gray (Error Diffusion)**, **True Gray** or **24bit Color**.

## Contrast

You can increase or decrease the contrast level by moving the slider to the right or left. An increase emphasizes dark and light areas of the image, while a decrease reveals more details in gray areas. You can also enter a value in the box to set the **Contrast**.



### Note

The **Contrast** setting is only available when setting **Scan Type** to **Gray (Error Diffusion)**, **True Gray** or **24bit Color**.

When scanning photographs or other images for use in a word processor or other graphics application, try different settings for the **Resolution**, **Scan Type**, **Brightness** and **Contrast** to see which setting best suits your needs.

## Document Size

Choose one of the following sizes:

### ■ Auto

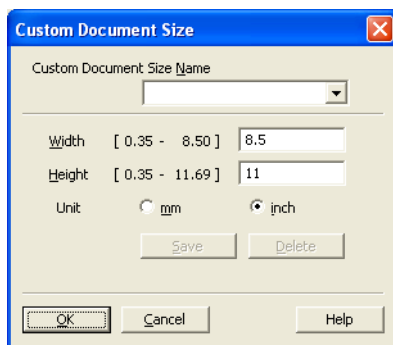
You can scan a standard sized document without any further adjustments to **Document Size**.

- A4 8.3 x 11.7 in (210 x 297 mm)
- JIS B5 7.2 x 10.1 in (182 x 257 mm)
- Letter 8 1/2 x 11 in (215.9 x 279.4 mm)
- A5 5.8 x 8.3 in (148 x 210 mm)
- JIS B6 5 x 7.2 in (128 x 182 mm)
- A6 4.1 x 5.8 in (105 x 148 mm)
- Executive 7 1/4 x 10 1/2 in (184.1 x 266.7 mm)
- Business Card 3.5 x 2.4 in (90 x 60 mm)

To scan business cards, choose the **Business Card** size, and then put the business card face down at the top left of the scanner glass.

- 4 x 6 in (10 x 15 cm)
- 5 x 8 in (13 x 20 cm)
- 3.5 x 5 in (9 x 13 cm)
- 5 x 7 in (13 x 18 cm)
- Postcard 1 3.9 x 5.8 in (100 x 148 mm)
- Postcard 2 (Double) 5.8 x 7.9 in (148 x 200 mm)
- Custom

If you choose **Custom** as the size, the **Custom Document Size** dialog box appears.



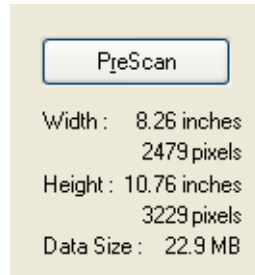
Enter the **Name**, **Width** and **Height** of the document.

You can choose “mm” or “inch” as the unit for **Width** and **Height**.



### Note

You can see the actual paper size you chose on the screen.



- **Width:** shows the width of scanning area.
- **Height:** shows the height of scanning area.
- **Data Size:** shows the approximate data size in Bitmap format. The size will vary depending on the type of file, resolution and number of colors used.

# Scanning a document using the WIA driver

## WIA compliant

For Windows® XP/Windows Vista®/Windows® 7 you can choose Windows® Imaging Acquisition (WIA) when scanning images. You can scan images directly into the PaperPort™ 12SE viewer that Brother included with your machine or you can scan images directly into any other applications that support WIA or TWAIN scanning.

## Scanning a document into the computer

- 1 Load your document.
- 2 Start the Nuance™ PaperPort™ 12SE software that was installed during the MFL-Pro Suite installation.



### Note

The instructions for scanning in this guide are based on Nuance™ PaperPort™ 12SE. The process will vary when scanning from other applications.

- 3 Click **Scan Settings** from the **Desktop** tab on the ribbon.  
The **Scan or Get Photo** panel appears on the left side of the screen.
- 4 Click **Select**.
- 5 Choose **WIA:Brother DCP-XXXX** or **WIA:Brother DCP-XXXX LAN** from the **Available Scanners** list.  
(Where XXXX is your model name.) Click **OK**.

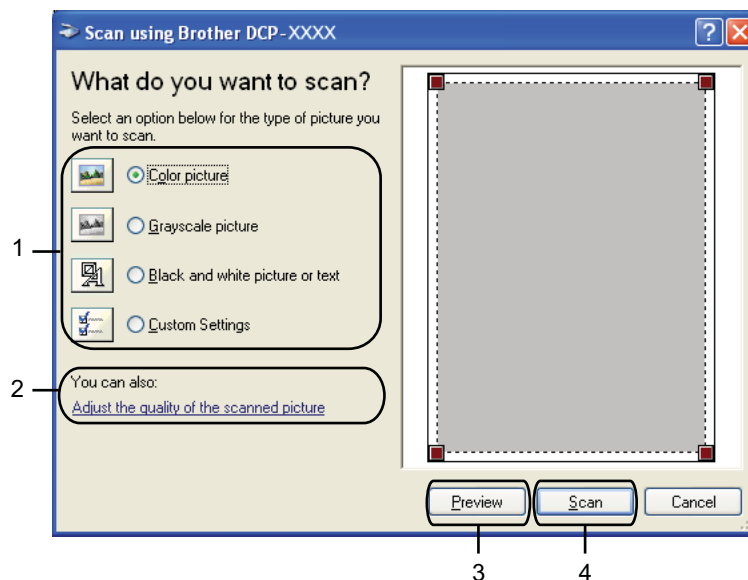


### Note

If you choose **TWAIN: TW-Brother DCP-XXXX**, the TWAIN driver will start.

- 6 Check the **Display scanner dialog box** on the **Scan or Get Photo** panel.
- 7 Click **Scan**.  
The Scan dialog box appears.

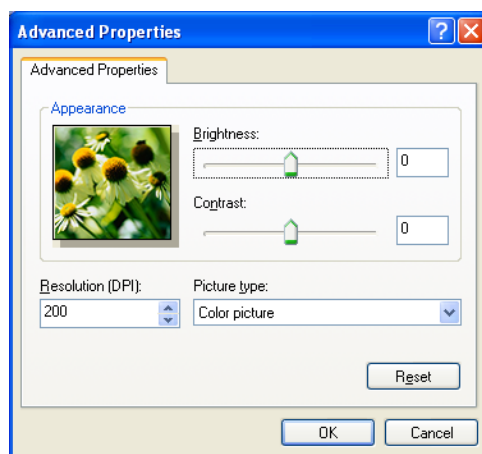
- 8 Adjust the following settings, if needed, in the Scanner Setup dialog box:



- 1 Picture type
- 2 Adjust the quality of the scanned picture
- 3 Preview
- 4 Scan

- 9 Choose the picture type.

- 10 If you want to change some advanced settings, click **Adjust the quality of the scanned picture**. You can choose **Brightness**, **Contrast**, **Resolution** and **Picture type** from **Advanced Properties**. Click **OK** after choosing the settings.



#### Note

By default, the scanner resolution can be set to a maximum of 1200 dpi. If you want to scan at higher resolutions, use the **Scanner Utility**. (See *Scanner Utility* ►► page 45.)

- 11 Click **Scan** in the Scan dialog box.  
The machine starts scanning the document.

## Pre-Scanning and cropping a portion using the scanner glass

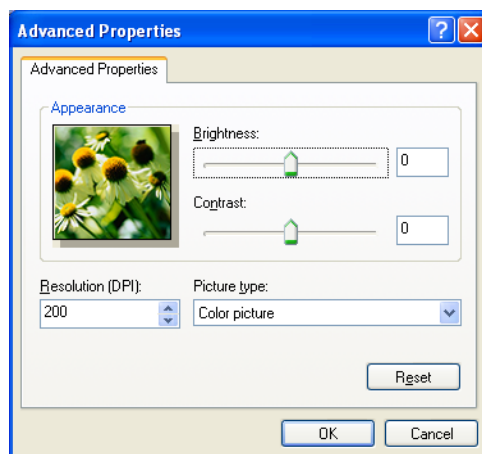
2

The **Preview** button is used to preview an image for cropping any unwanted portions from the image. When you are satisfied with the preview, click **Scan** on the Scan dialog box to scan the image.

- 1 Follow the steps from 1 to 7 of *Scanning a document into the computer* >> page 42.
- 2 Choose the picture type.
- 3 Click **Preview**.  
The whole image is scanned into the computer and appears in the scanning area.
- 4 Press and hold down the left mouse button and drag it over the portion you want to scan.



- 5 If you need advanced settings, click **Adjust the quality of the scanned picture**. You can choose **Brightness**, **Contrast**, **Resolution** and **Picture type** from **Advanced Properties**. Click **OK** after choosing settings.



- 6 Click **Scan** in the Scan dialog box.  
The machine starts scanning the document.

This time only the chosen area of the document appears in the PaperPort™ 12SE window (or your application window).

## Scanner Utility

The **Scanner Utility** is used to configure the WIA scanner driver for resolutions greater than 1200 dpi.



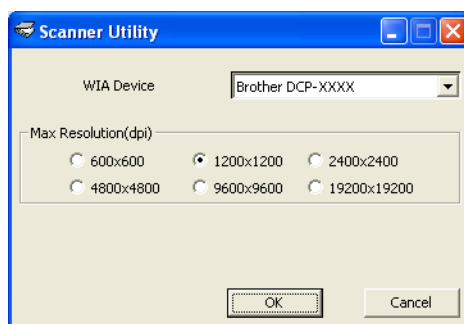
### Note

If you scan the document at a resolution of greater than 1200 dpi, the file size may be very large. Make sure that you have enough memory and hard drive space for the size of the file you are trying to scan. If you do not have enough memory or hard drive space then your computer may freeze and you could lose your file.

### ■ Running the utility

You can run the utility by clicking the **Scanner Utility** located in **Start/All Programs/Brother/DCP-XXXX/Scanner Settings** (where XXXX is your model name).

Screens on your computer may vary depending on your operating system.

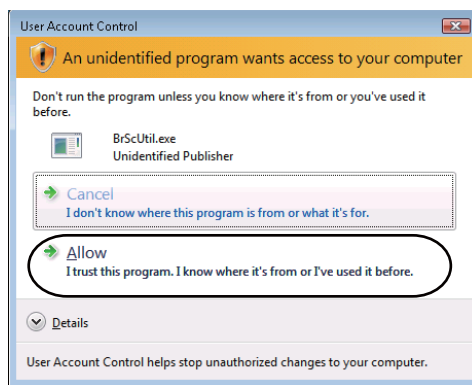


### Note

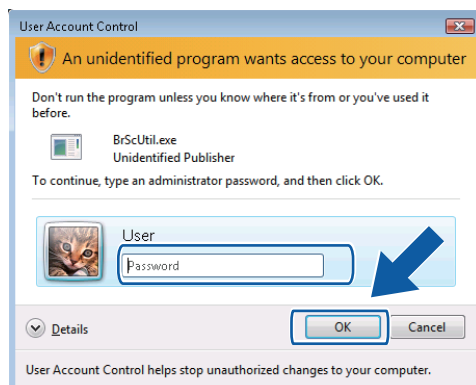
(Windows Vista® and Windows® 7)

When the **User Account Control** screen appears, do one of the following:

- For users who have administrator rights: Click **Allow** or **Yes**.



- For users who do not have administrator rights: Enter the administrator password and click **OK** or **Yes**.

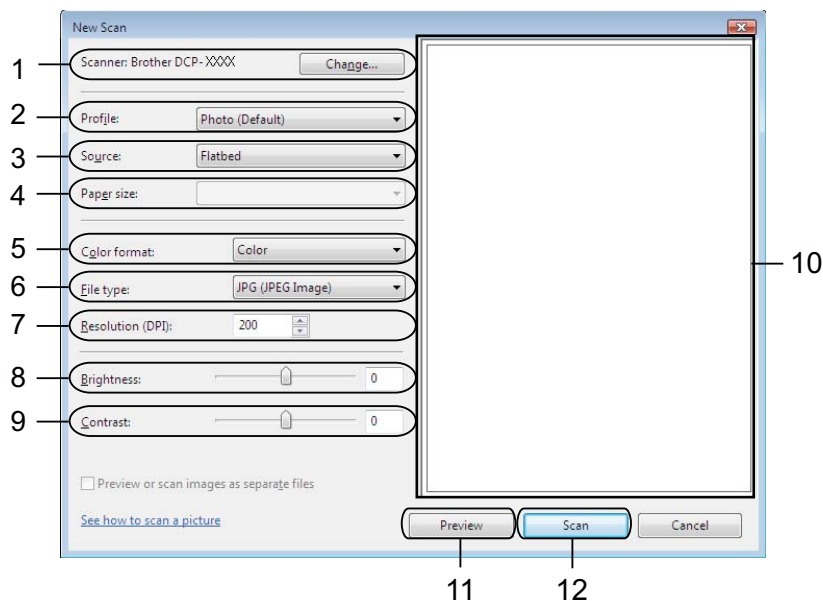


## Scanning a document using the WIA driver (Windows® Photo Gallery and Windows® Fax and Scan users)

2

### Scanning a document into the computer

- 1 Load your document.
- 2 Open your software application to scan the document.
- 3 Do one of the following:
  - Windows® Photo Gallery  
Click **File**, then **Import from Camera or Scanner**.
  - Windows® Fax and Scan  
Click **File**, **New**, then **Scan**.
- 4 Choose the scanner you want to use.
- 5 Click **Import** or **OK**.  
The Scan dialog box appears.
- 6 Adjust the following settings, if needed, in the Scanner dialog box:



- 1 **Scanner**
- 2 **Profile**
- 3 **Source**
- 4 **Paper size**

- 5 **Color format**
- 6 **File type**
- 7 **Resolution**
- 8 **Brightness**
- 9 **Contrast**
- 10 Scanning area
- 11 **Preview**
- 12 **Scan**



#### Note

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- By default, the scanner resolution can be set to a maximum of 1200 dpi. If you want to scan at higher resolutions, use the **Scanner Utility**. (See *Scanner Utility* ►► page 45.)
  - If you want to use Web Services to scan, choose a scanner that supports Web Services.
- 

- 7 Click **Scan** on the Scan dialog box.  
The machine starts scanning the document.

## Pre-Scanning and cropping a portion using the scanner glass

The **Preview** button is used to preview an image for cropping any unwanted portions from the image. When you are satisfied with the preview, click **Scan** in the Scan dialog box to scan the image.

- 1 Follow the steps from 1 to 5 of *Scanning a document into the computer* >> page 47.
- 2 Put the document face down on the scanner glass.
- 3 Adjust the following settings, if needed, in the Scanner dialog box.
- 4 Click **Preview**.  
The whole image is scanned into the computer and appears in the scanning area.
- 5 Press and hold down the left mouse button and drag it over the portion you want to scan.



- 6 Click **Scan** on the Scan dialog box.  
The machine starts scanning the document.  
This time only the chosen area of the document appears in your application window.

# Using Nuance™ PaperPort™ 12SE



## Note

Nuance™ PaperPort™ 12SE supports Windows® XP (SP3 or higher), XP Professional x64 Edition (SP2 or greater), Windows Vista® (SP2 or higher) and Windows® 7 only.

2

Nuance™ PaperPort™ 12SE for Brother is a document management application. You can use PaperPort™ 12SE to view scanned documents.

PaperPort™ 12SE has a sophisticated, yet easy-to-use filing system that will help you organize your graphics and text documents. It allows you to mix or 'stack' documents of different formats for printing or filing.

This section only introduces the basic functions of the software. For more details, see the Nuance™ **Getting Started Guide**. To view the complete Nuance™ PaperPort™ 12SE **Getting Started Guide**, choose the **Help** tab from the ribbon and click **Getting Started Guide**. When you install MFL-Pro Suite, Nuance™ PaperPort™ 12SE for Brother is installed automatically. You can access Nuance™ PaperPort™ 12SE through the Nuance™ PaperPort™ 12SE program group located in **Start/All Programs/Nuance PaperPort 12** on your computer.

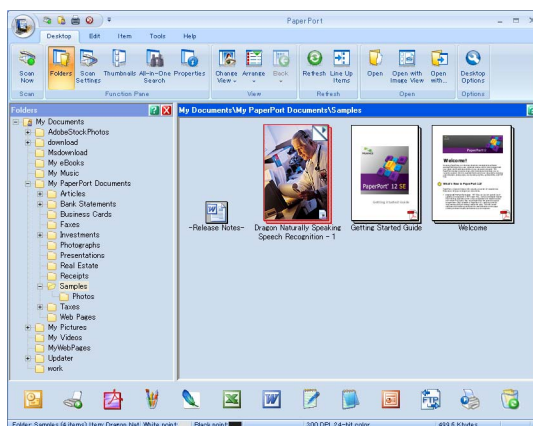
## Viewing items

Nuance™ PaperPort™ 12SE gives several ways to view items:

**Desktop** displays the item in the chosen folder with a thumbnail (a small graphic that shows each item in a desktop or folder) or an icon.

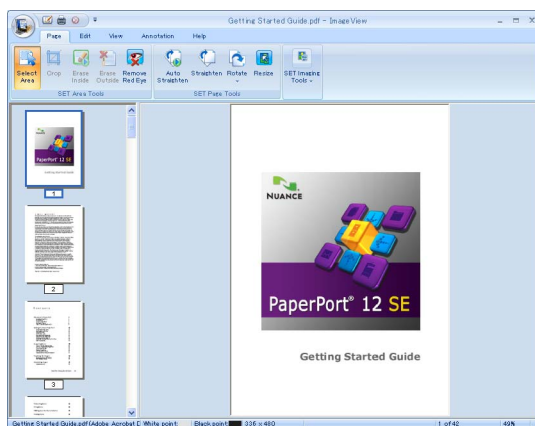
You can see both PaperPort™ 12SE items (MAX files) and non-PaperPort™ 12SE items (files created using other applications).

All graphical files (PaperPort™ 12SE's \*.max and other files) will be displayed and include an icon that indicates the application that the specific file type is associated or created with. Non-graphical files are indicated by a small rectangular thumbnail and are not displayed as actual images.



**ImageView** displays a close-up of a single page. You can open a PaperPort™ 12SE item by clicking the **Open with Image View** button from the **Desktop** tab on the ribbon.

As long as you have the appropriate application on your computer to display it, you can also open a non-PaperPort™ 12SE item by double-clicking it.



## Organizing your items in folders

PaperPort™ 12SE has an easy-to-use filing system for organizing your items. The filing system consists of folders and items that you choose to view in **Desktop**. An item can be a PaperPort™ 12SE item or a non-PaperPort™ 12SE item:

- Folders are arranged in a 'tree' structure in the Folder View. You use this section to choose folders and view their items in **Desktop**.
- You can simply drag and drop an item onto a folder. When the folder is highlighted, release the mouse button and the item is stored in that folder.
- Folders can be 'nested'—that is, stored in other folders.
- When you double-click a folder, its contents (both PaperPort™ 12SE MAX files and non PaperPort™ 12SE files) appear in **Desktop**.
- You can also use Windows® Explorer to manage the folders and items shown in **Desktop**.

## Quick links to other applications

Nuance™ PaperPort™ 12SE automatically recognizes many other applications on your computer and creates a 'working link' to them.

The bar at the bottom of the PaperPort™ 12SE desktop shows which programs you can use with PaperPort™ 12SE.



To send an item from PaperPort™ 12SE to another program, simply drag and drop the item from the PaperPort™ 12SE desktop to the program icon on the bar. PaperPort™ 12SE automatically converts the item to the preferred format.

If PaperPort™ 12SE does not automatically recognize one of the applications on your computer, you can manually create a link using the **New Link** button from the **Tools** tab on the ribbon.

## Nuance™ PaperPort™ 12SE lets you convert image text into text you can edit

2

Nuance™ PaperPort™ 12SE can quickly convert a text document image into text that you can edit with a word processing application.

PaperPort™ 12SE uses the optical character recognition software (OCR), which comes with PaperPort™ 12SE. PaperPort™ 12SE can use your preferred OCR application if it is already on your computer. You can convert the entire item, or by using the **Copy Text** button from the **Items** tab on the ribbon, you can choose only a portion of the text to convert.

Dragging an item onto a word-processing link icon starts PaperPort™ 12SE's built-in OCR application, or you can use your own OCR application.



## Importing items from other applications

As well as scanning items, you can bring items into PaperPort™ 12SE in a variety of ways and convert them to PaperPort™ 12SE (MAX) files in several different ways:

- Print to the **Desktop** from another application, such as Microsoft® Word.
- Import files saved in other file formats, such as Windows® Bitmap (BMP) or Tagged Image File Format (TIFF).

## Exporting items into other formats

You can export or save PaperPort™ 12SE items in several popular file formats, such as BMP, JPEG, TIFF or PDF.

### Exporting an image file

- 1 Click **Save As** on the PaperPort button.  
The Save 'XXXXX' as dialog box is displayed.
- 2 Choose the drive and folder where you want to store the file.
- 3 Enter the new file name and choose the file type.
- 4 Click **Save** to save your file, or **Cancel** to return to PaperPort™ 12SE without saving it.


## Uninstalling Nuance™ PaperPort™ 12SE

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### (Windows® XP)

- 1 Click **Start**, **Control Panel**, **Add or Remove Programs**, and click the **Change or Remove Programs** icon.
- 2 Choose **Nuance PaperPort 12** from the list and click **Change** or **Remove**.

### (Windows Vista® and Windows® 7)

- 1 Click the  button, **Control Panel**, **Programs** and **Programs and Features**.
- 2 Choose **Nuance PaperPort 12** from the list and click **Uninstall**.

## Using BookScan Enhancer and Whiteboard Enhancer by REALLUSION

BookScan Enhancer and Whiteboard Enhancer are image processing applications. BookScan Enhancer can automatically correct images scanned from books. Whiteboard Enhancer can clean up and enhance text and images in photos taken of a whiteboard.

### Installing BookScan Enhancer and Whiteboard Enhancer

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- 1 Insert the supplied CD-ROM into your CD-ROM drive.
- 2 The CD-ROM top menu will appear automatically. Choose the desired language and then click **Additional Applications**.
- 3 Click **BookScan&Whiteboard Suite**.  
Follow the on-screen instructions.

For details, see the **BookScan&Whiteboard Suite Help** located in **Start/All Programs/Reallusion/BookScan&Whiteboard Suite** on your computer.



#### Note

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- The machine must be turned on and connected to the computer.
  - The computer must be connected to the Internet.
  - Make sure you are logged on with Administrator access privileges.
  - These applications are not available for Windows Server® 2003/2008 series.
  - 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**.
-

## Overview

ControlCenter4 is a software utility that lets you quickly and easily access your most used applications. Using ControlCenter4 eliminates the need to manually launch specific applications.

ControlCenter4 also controls the settings for the **SCAN** key on your Brother machine. For information about how to configure the settings for the **SCAN** key on the machine, see *Configuring the Scan button settings* >> page 66 for **Home Mode** or *Configuring Scan button settings* >> page 79 for **Advanced Mode**.

ControlCenter4 has two user interfaces: **Home Mode** and **Advanced Mode**.

### ■ Home Mode

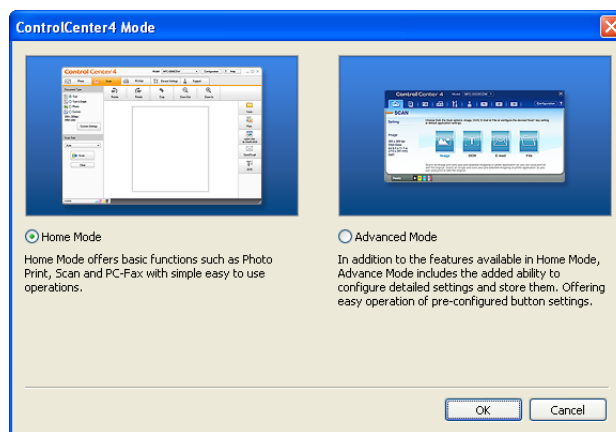
The **Home Mode** gives you easy access to your machine's main functions. See *Using ControlCenter4 in Home Mode* >> page 56.

### ■ Advanced Mode

The **Advanced Mode** gives you more control over the details of your machine's functions. You can add up to three customized tabs with your personalized settings. See *Using ControlCenter4 in Advanced Mode* >> page 70.

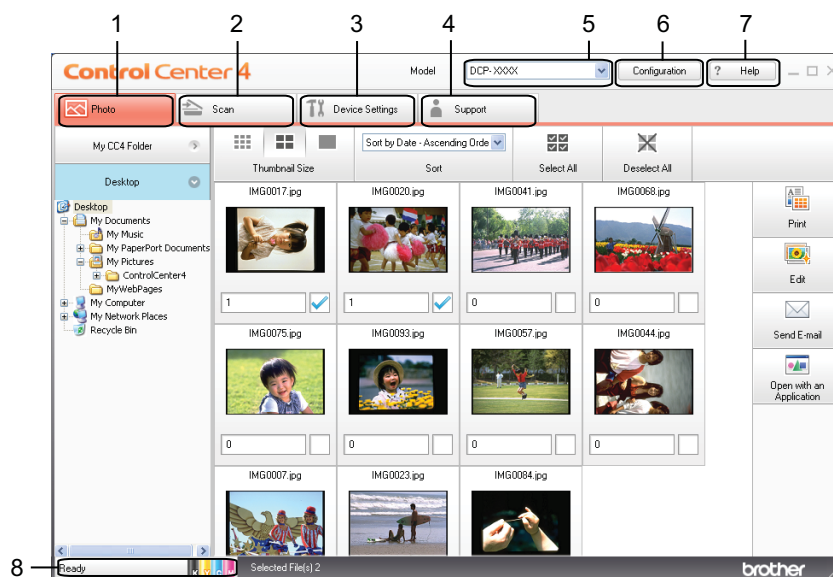
## Changing the user interface

- 1 Click **Configuration** and then select **Mode Select**.
- 2 Select **Home Mode** or **Advanced Mode** in the mode dialog.



## Using ControlCenter4 in Home Mode

This section briefly introduces the ControlCenter4 function in **Home Mode**. For more details on each function, click **?** (**Help**).



- 1 Print or edit images, attach images to blank E-mails and open images with an application.
- 2 Scan directly to a file, E-mail, word processor or graphics application of your choice.
- 3 Access the settings available to configure your device.
- 4 Link to Brother Solutions Center, Brother CreativeCenter or the **Help** file.
- 5 You can select which machine ControlCenter4 will connect with from the **Model** drop-down list.
- 6 You can change the user interface and ControlCenter4 preferences.
- 7 Access the **Help** file.
- 8 Access the **Status Monitor** by clicking the device status button.

## ControlCenter4 Features for Home Mode users

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### **Photo** (See *Photo tab* >> page 58.)

- See *Opening the ControlCenter4 folder tree* >> page 58.
- See *Opening the folder tree* >> page 58.
- See *Printing images* >> page 58.
- See *Editing images* >> page 59.
- See *Attaching images to E-mail* >> page 59.
- See *Opening images with an application* >> page 60.

### **Scan** (See *Scan tab* >> page 61.)

- See *File types* >> page 62.
- See *Document Size* >> page 62.
- See *Saving the scanned image* >> page 63.
- See *Printing the scanned image* >> page 63.
- See *Opening the scanned image with an application* >> page 63.
- See *Attaching the scanned data to an E-mail* >> page 64.
- See *Using the OCR feature* >> page 64.

### **Device Settings** (See *Device Settings tab* >> page 66.)

- See *Configuring the Scan button settings* >> page 66.
- See *Launching the BRAdmin utility* >> page 68.

### **Support** (See *Support tab* >> page 69.)

- See *Opening ControlCenter Help* >> page 69.
- See *Using the Brother Solutions Center* >> page 69.
- See *Accessing the Brother CreativeCenter* >> page 69.

## Photo tab

There are four functions: **Print**, **Edit**, **Open with an Application** and **Send E-mail**. This section briefly introduces these functions. For more details of each function, click **? (Help)**.



- 1 **My CC4 Folder** button
- 2 **Desktop** button
- 3 **Print** button
- 4 **Edit** button
- 5 **Send E-mail** button
- 6 **Open with an Application** button

## Opening the ControlCenter4 folder tree


The **My CC4 Folder** button lets you open the ControlCenter4 folder located in the My Pictures folder on your computer. You can choose images you want to print, edit, attach to an E-mail or open with a specific application directly from the ControlCenter4 folder.

## Opening the folder tree

The **Desktop** button lets you open the folder tree from the desktop to choose images you want to print, edit, attach to an E-mail or open with a specific application directly.

## Printing images

The  (**Print**) button lets you print images.

- 1 Choose images you want to print by clicking the image from the image viewer, click the check box under the image, and then enter the number of copies you want to print (1 to 99).
- 2 Click  (**Print**). The print setting window will appear.
- 3 Configure the settings for **Paper Size**, **Media Type** and **Layout**.
- 4 Click **Properties** to configure **Print Quality**, **Color / Grayscale** and **Color Mode** if necessary. Click **OK**.



#### Note

To print your images at the same quality as the Trial Photo Print (>>Quick Setup Guide), configure the settings as follows:


**Paper Size:** 4 x 6 in



**Media Type:** Brother BP71 Photo Paper

**Layout:** 1 in 1 Borderless

- 5 Click  (**Start Printing**).


## Editing images

The  (**Edit**) button lets you edit images with various functions.

- 1 Choose images you want to edit by clicking the image from the image viewer.
- 2 Click  (**Edit**). The edit window will appear.
- 3 Edit the images with **Trimming**, **Image Correction** and **Image Enhancement** functions.
- 4 Click  (**Save**).


## Attaching images to E-mail


The  (**Send E-mail**) button lets you attach images to your default E-mail application.

- 1 Choose images you want to attach to E-mail from the image viewer.
- 2 Click  (**Send E-mail**), your default E-mail application will open and the images will be attached to a new, blank E-mail.

## Opening images with an application

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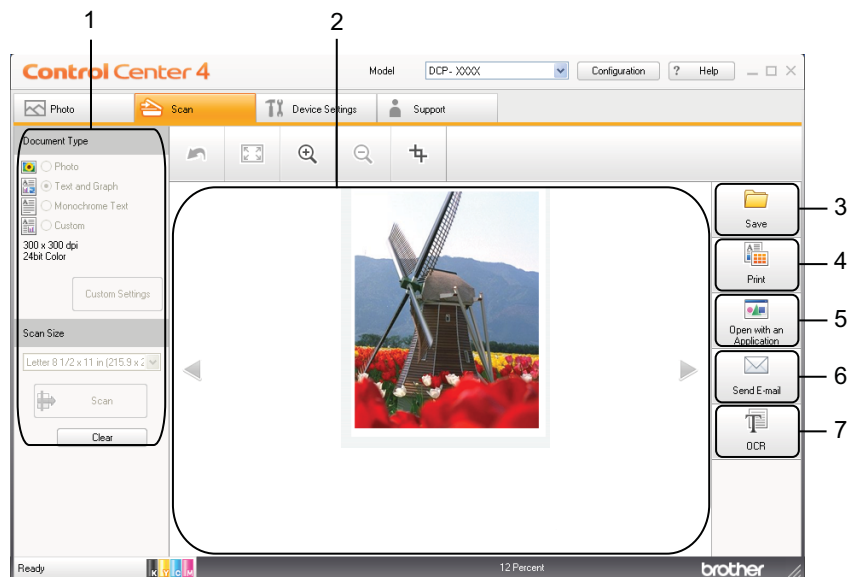
The  (**Open with an Application**) button lets you open images with a specific application directly.

- 1 Choose images you want to open by clicking the image from the image viewer.
- 2 Click  (**Open with an Application**).
- 3 Select the application from the drop-down list and click **OK**.
- 4 The image will appear in the application you have chosen.

## Scan tab

There are five scan options: **Save**, **Print**, **Open with an Application**, **Send E-mail** and **OCR**.

This section briefly introduces the **Scan** tab function. For more details of each function, click **?** (**Help**).



- 1 PC Scan setting area
- 2 Image viewer
- 3 **Save** button
- 4 **Print** button
- 5 **Open with an Application** button
- 6 **Send E-mail** button
- 7 **OCR** button

## File types

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You can choose the file type to save the scanned images as the following list.

### For Save and Send E-mail

- Windows® Bitmap (\*.bmp)
- JPEG (\*.jpg)
- TIFF (\*.tif)
- TIFF Multi-Page (\*.tif)
- Portable Network Graphics (\*.png)
- PDF (\*.pdf)
- Secure PDF (\*.pdf)
- Searchable PDF (\*.pdf)
- XML Paper Specification (\*.xps)

### For OCR

- HTML (\*.htm)
- Excel (\*.xls)
- Rich Text Format (\*.rtf)
- Word Perfect (.wpd)
- Text (\*.txt)
- Searchable PDF (\*.pdf)



### Note

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- The XML Paper Specification is available for Windows Vista®, Windows® 7 or when using applications which support XML Paper Specification files.
  - If you set the file type to TIFF or TIFF Multi-Page, you can choose **Uncompressed** or **Compressed**.
  - When you want to scan a document with multiple pages, check **Continuous Scanning** and follow the on-screen instructions.
  - Searchable PDF is a file format that includes the text data layer over a scanned image. This layer allows you to search the text on the image data. The OCR language setting must be set to match the language you want to make the searchable PDF for.
  - To choose Searchable PDF (\*.pdf), you must install Nuance™ PaperPort™ 12SE included to the installer CD-ROM. If you installed MFL-Pro Suite from the installer CD-ROM (➤➤Quick Setup Guide), Nuance™ PaperPort™ 12SE has been installed.
- 

## Document Size


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You can choose the document size from the **Scan Size** drop-down list. If you choose a 1 to 2 document size, such as **1 to 2 (A4)**, the scanned image will be divided into two A5 size documents.



If you choose 2 in 1 document size, such as **2 in 1(Letter)**, the scanned images will be combined into one Ledger size document.

## Saving the scanned image

---

The  (**Save**) button lets you scan an image to a folder on your hard drive in one of the file types shown in the file type list.




3

- 1 Configure the settings in the PC Scan setting area.
- 2 Click  (**Scan**).
- 3 Confirm and edit (if necessary) the scanned image in the image viewer.
- 4 Click  (**Save**).
- 5 The **Save** dialog will appear. Select your **Destination Folder** and other settings. Click **OK**.
- 6 The image will be saved in your chosen folder.

## Printing the scanned image


---

You can scan a page on the machine and print copies using any of the features in the Brother machine's printer driver which are supported by ControlCenter4.



- 1 Select the **Scan** tab.
- 2 Configure the settings in the PC Scan setting area.
- 3 Click  (**Scan**).
- 4 Confirm and edit (if necessary) the scanned image in the image viewer.
- 5 Click  (**Print**).
- 6 Configure the print settings and then click  (**Start Printing**).

## Opening the scanned image with an application

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The  (**Open with an Application**) button lets you scan an image directly into your graphics application for image editing.



- 1 Select the **Scan** tab.

- 2 Configure the settings in the PC Scan setting area.
- 3 Click  (**Scan**).
- 4 Confirm and edit (if necessary) the scanned image in the image viewer.
- 5 Click  (**Open with an Application**).
- 6 Select the application from the drop-down list and click **OK**.
- 7 The image will appear in the application you have chosen.

## Attaching the scanned data to an E-mail


---

The  (**Send E-mail**) button lets you scan a document to your default E-mail application, so you can send the scanned job as an attachment.

- 1 Select the **Scan** tab.
- 2 Configure the settings in the PC Scan setting area.
- 3 Click  (**Scan**).
- 4 Confirm and edit (if necessary) the scanned image in the image viewer.
- 5 Click  (**Send E-mail**).
- 6 Configure the attached file settings and click **OK**.
- 7 Your default E-mail application will open and the image will be attached to a new, blank E-mail.

## Using the OCR feature



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The  (**OCR**) button lets you scan a document and converts it into text. This text can be edited using your favorite word processing software.


### Note

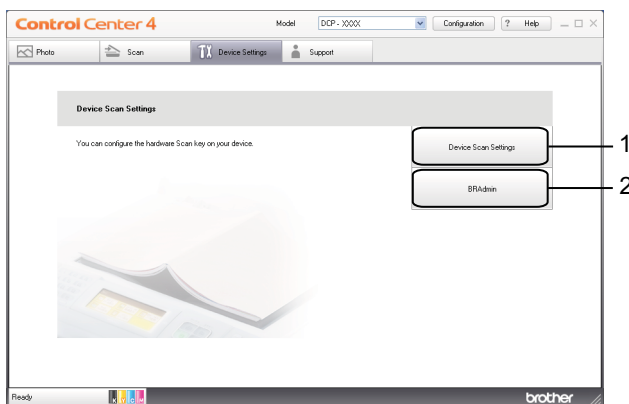
To use this feature, you must install Nuance™ PaperPort™ 12SE included to the installer CD-ROM. If you installed MFL-Pro Suite from the installer CD-ROM (►►Quick Setup Guide), Nuance™ PaperPort™ 12SE has been installed.

- 1 Select the **Scan** tab.
- 2 Configure the settings in the PC Scan setting area.

- 3 Click  (**Scan**).
- 4 Confirm and edit (if necessary) the scanned image in the image viewer.
- 5 Click  (**OCR**).
- 6 Configure the OCR settings and click **OK**.
- 7 The application you have chosen will open with the converted text data.

## Device Settings tab

This section briefly introduces the **Device Settings** tab function. For more details on each function, click  (**Help**).



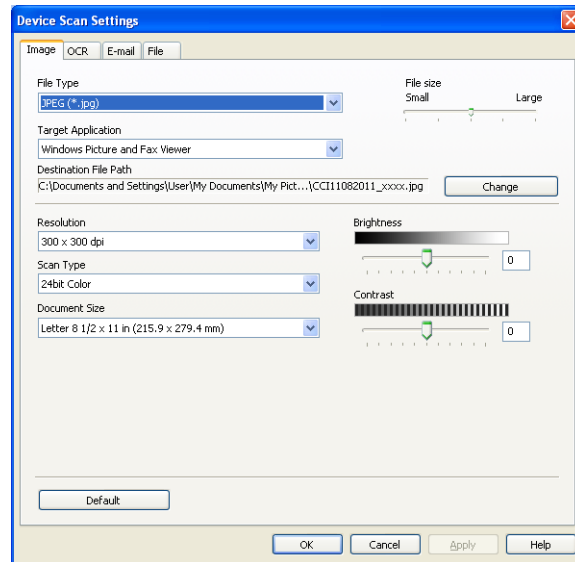
- 1 **Device Scan Settings** button
- 2 **BRAdmin** button

## Configuring the Scan button settings

The **Device Scan Settings** button lets you configure your machine's **SCAN** key settings.

### DCP model






There are four scan functions which you can configure to fit your scanning needs.

To configure each scan function, select the **Device Settings** tab and then click **Device Scan Settings**. The **Device Scan Settings** dialog will appear.

### Image tab

Lets you configure settings for Scan to Image when pressing the **SCAN** key on your Brother machine.

Choose the settings for **File Type**, **Target Application**, **File size**, **Resolution**, **Scan Type**, **Document Size**, **Brightness** and **Contrast** as needed. Click **OK**.

If you choose Secure PDF from the **File Type** drop-down list, click the  (**Set PDF Password**) button. The **Set PDF Password** dialog box will appear. Enter your password in the **Password** and **Re-type Password** boxes and then click **OK**.



### Note

- Secure PDF is also available for Scan to E-mail and Scan to File.
- You can change the data compression ratio of the scanned image with **File size**.

### OCR tab

Lets you configure settings for Scan to OCR when pressing the **SCAN** key on your Brother machine.

Choose the settings for **File Type**, **Target Application**, **OCR Language**, **Resolution**, **Scan Type**, **Document Size**, **Brightness** and **Contrast** as needed. Click **OK**.

### E-mail tab

Lets you configure settings for Scan to E-mail when pressing the **SCAN** key on your Brother machine.

Choose the settings for **File Type**, **File size**, **Resolution**, **Scan Type**, **Document Size**, **Brightness** and **Contrast** as needed. Click **OK**.

**Note**

You can change the data compression ratio of the scanned image with **File size**.

**File tab**

Lets you configure settings for Scan to File when pressing the **SCAN** key on your Brother machine.

Choose the settings for **File Type**, **File Name**, **Destination Folder**, **Show Folder**, **File size**, **Resolution**, **Scan Type**, **Document Size**, **Brightness** and **Contrast** as needed. Click **OK**.

**Note**

- If **Show Folder** is checked, the destination of the scanned image will be shown after scanning.
- You can change the data compression ratio of the scanned image with **File size**.

## Launching the BRAdmin utility

If you have installed BRAdmin Light or BRAdmin Professional 3, the **BRAdmin** button lets you open the BRAdmin Light or BRAdmin Professional 3 utility.

The BRAdmin Light utility is designed for initial setup of Brother network connected devices. It can also search for Brother products in a TCP/IP environment, view the status and configure basic network settings, such as the IP address. Refer to the guide noted below for information about installing BRAdmin Light from the supplied CD-ROM.

➤➤Network User's Guide

If you require more advanced machine management, use the latest version of the BRAdmin Professional 3 utility that is available as a download from <http://solutions.brother.com/>.

**1**

Select the **Device Settings** tab.

**2**

Click **BRAdmin**. The BRAdmin Light or BRAdmin Professional 3 utility dialog appears.

**Note**

If you have installed both BRAdmin Light and BRAdmin Professional, ControlCenter4 will launch BRAdmin Professional 3.

## Support tab

This section briefly introduces the **Support** tab function. For more details on each function, click  (**Help**).

### Opening ControlCenter Help

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The **ControlCenter Help** lets you open the **Help** file for more detailed information about ControlCenter.

3

- 1 Select the **Support** tab.
- 2 Click **ControlCenter Help**.
- 3 The **ControlCenter Help** main page will appear.

### Using the Brother Solutions Center

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The **Brother Solutions Center** button lets you open the Brother Solutions Center web site offering information about your Brother product including FAQs (Frequently Asked Questions), User's Guides, driver updates and tips for using your machine.

- 1 Select the **Support** tab.
- 2 Click **Brother Solutions Center**.
- 3 The Brother Solutions Center web site will be shown in your web browser.


### Accessing the Brother CreativeCenter

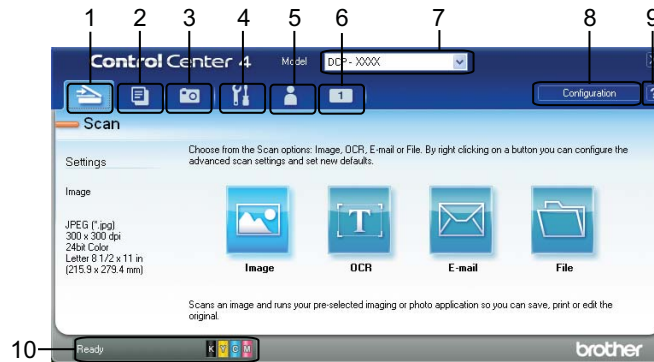
---

The **Brother CreativeCenter** button lets you access our web site for free and easy online solutions for business and home users.

- 1 Select the **Support** tab.
- 2 Click **Brother CreativeCenter**. ControlCenter4 will launch your web browser and then open the Brother CreativeCenter web site.

## Using ControlCenter4 in Advanced Mode

This section briefly introduces the ControlCenter4 function in **Advanced Mode**. For more details of each function, click  (**Help**).



- 1 Scan directly to a file, E-mail, word processor or graphics application of your choice.
- 2 Access the **PC-Copy** feature available via your computer.
- 3 Print or edit images.
- 4 Access the settings available to configure your device.
- 5 Link to Brother Solutions Center, Brother CreativeCenter or **Help**.
- 6 You can configure a custom tab by right clicking the tab area.
- 7 You can select which machine ControlCenter4 will connect with from the **Model** drop-down list.
- 8 You can open the configuration window for each scan function and change the user interface mode.
- 9 Access the **Help** file.
- 10 Access the **Status Monitor** by clicking the device status button.

## ControlCenter4 Features for Advanced Mode users

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### **Scan** (See *Scan tab* >> page 72.)

- See *File types* >> page 73.
- See *Document Size* >> page 73.
- See *Opening the scanned image with an application* >> page 74.
- See *Using the OCR feature* >> page 74.
- See *Attaching the scanned data to E-mail* >> page 74.
- See *Saving the scanned image* >> page 75.
- See *How to change the default settings of each button* >> page 75.

### **PC-Copy** (See *PC-Copy tab* >> page 76.)

- See *Printing the scanned image* >> page 76.

### **Photo** (See *Photo tab* >> page 77.)

- See *Printing/Editing images* >> page 77.

### **Device Settings** (See *Device Settings tab* >> page 79.)

- See *Configuring Scan button settings* >> page 79.
- See *Launching the BRAdmin utility* >> page 80.

### **Support** (See *Support tab* >> page 82.)


- See *Opening ControlCenter Help* >> page 82.
- See *Using the Brother Solutions Center* >> page 82.
- See *Accessing the Brother CreativeCenter* >> page 82.

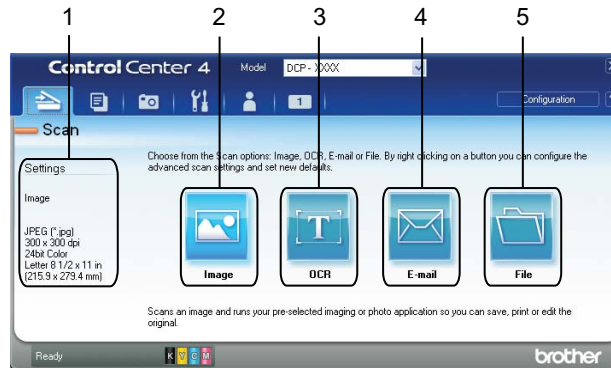
### **Custom** (See *Custom tab* >> page 83.)

- See *Creating a Custom tab* >> page 83.
- See *Creating a Custom button* >> page 83.

## Scan tab

There are four scan options: **Image**, **OCR**, **E-mail** and **File**.

This section briefly introduces the **Scan** tab function. For more details of each function, click  (**Help**).



- 1 PC Scan setting area
- 2 **Image** button
- 3 **OCR** button
- 4 **E-mail** button
- 5 **File** button

## File types

---

You can choose the file type to save the scanned images from the following list.

### For Image, E-mail and File

- Windows® Bitmap (\*.bmp)
- JPEG (\*.jpg)
- TIFF (\*.tif)
- TIFF Multi-Page (\*.tif)
- Portable Network Graphics (\*.png)
- PDF (\*.pdf)
- Secure PDF (\*.pdf)
- Searchable PDF (\*.pdf)
- XML Paper Specification (\*.xps)

### For OCR

- HTML (\*.htm)
- Excel (\*.xls)
- Rich Text Format (\*.rtf)
- Word Perfect (.wpd)
- Text (\*.txt)
- Searchable PDF (\*.pdf)



### Note

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- The XML Paper Specification is available for Windows Vista®, Windows® 7 or when using applications which support XML Paper Specification files.
  - If you set the file type to TIFF or TIFF Multi-Page, you can choose **Uncompressed** or **Compressed**.
  - When you want to scan a document with multiple pages, check **Continuous Scanning** and follow the on-screen instructions.
  - Searchable PDF is a file format that includes the text data layer over a scanned image. This layer allows you to search the text on the image data. The OCR language setting must be set to match the language you want to make the searchable PDF for.
  - To choose Searchable PDF (\*.pdf), you must install Nuance™ PaperPort™ 12SE included to the installer CD-ROM. If you installed MFL-Pro Suite from the installer CD-ROM (➤➤Quick Setup Guide), Nuance™ PaperPort™ 12SE has been installed.
- 

## Document Size

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You can choose the document size from the **Document Size** drop-down list. If you choose a 1 to 2 document size, such as **1 to 2 (A4)**, the scanned image will be divided into two A5 size documents.

If you choose 2 in 1 document size, such as **2 in 1(Letter)**, the scanned images will be combined into one Ledger size document.


## Opening the scanned image with an application

The  (**Image**) button lets you scan an image directly into your graphics application for image editing.

3

- 1 Select the **Scan** tab.
- 2 If you want to change the scan settings, right-click  (**Image**) and then change the settings. If you want to preview and configure the scanned image, check **PreScan**. Click **OK**.
- 3 Click  (**Image**).
- 4 The image will appear in the application you have chosen.



## Using the OCR feature

The  (**OCR**) button lets you scan a document and converts it into text. This text can be edited using your favorite word processing software.




### Note


To use this feature, you must install Nuance™ PaperPort™ 12SE included to the installer CD-ROM. If you installed MFL-Pro Suite from the installer CD-ROM (►►Quick Setup Guide), Nuance™ PaperPort™ 12SE has been installed.

- 1 Select the **Scan** tab.
- 2 If you want to change the scan settings, right-click  (**OCR**) and then change the settings. If you want to preview and configure the scanned image, check **PreScan**. Click **OK**.
- 3 Click  (**OCR**).
- 4 Your default word processing application will open and display the converted text data.

## Attaching the scanned data to E-mail


The  (**E-mail**) button lets you scan a document to your default E-mail application, so you can send the scanned job as an attachment.



- 1 Select the **Scan** tab.
- 2 If you want to change the scan settings, right-click  (**E-mail**) and then change the settings. If you want to preview and configure the scanned image, check **PreScan**. Click **OK**.

- 3 Click  (**E-mail**).
- 4 Your default E-mail application will open and the image will be attached to a new, blank E-mail.

## Saving the scanned image

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The  (**File**) button lets you scan an image to a folder on your hard drive in one of the file types shown in the file type list.

- 1 Select the **Scan** tab.
- 2 If you want to change the scan settings, right-click  (**File**) and then change the settings. If you want to preview and configure the scanned image, check **PreScan**. Click **OK**.
- 3 Click  (**File**).
- 4 The image will be saved in the folder you have chosen.

## How to change the default settings of each button

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You can change the default settings of the  (**Image**),  (**OCR**),  (**E-mail**) and  (**File**) button.

- 1 Right-click the button that you want to configure and click **Button settings**. The settings dialog will appear.
- 2 Choose the settings for **File Type**, **PreScan**, **Resolution**, **Scan Type**, **Document Size**, **Brightness**, **Contrast** and **Continuous Scanning** as needed.
- 3 Click **OK**. The new settings will be used as the default settings.



### Note

To preview and configure the scanned image, check **PreScan** in the settings dialog.

## PC-Copy tab


### Printing the scanned image

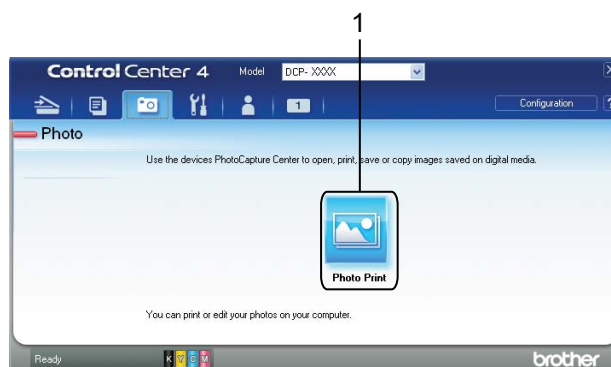
---

You can scan a page on the machine and print copies using any of the features in the Brother machine's printer driver which are supported by ControlCenter4.

- 1 Select the **PC-Copy** tab.
- 2 If you want to change the scan settings, right-click the button you want to change and then change the settings. If you want to preview and configure the scanned image, check **PreScan**. Click **OK**.
- 3 Click **Color Copy**, **Monochrome Copy**, **2 in 1 Copy** or **4 in 1 Copy**.
- 4 The scanned image will be printed.


## Photo tab

This section briefly introduces the **Photo** tab function. For more details of each function, click  (**Help**).





### 1 Photo Print button

## Printing/Editing images

The  (**Photo Print**) button lets you print or edit images.

### Printing images

- 1 Click  (**Photo Print**). The image viewer will appear.
- 2 Choose images you want to print by clicking the image from the image viewer, check the box under the image, and then enter the number of copies you want to print (1 to 99).
- 3 Click  (**Print**). The **Photo Print** window will appear.
- 4 Configure the settings for **Paper Size**, **Media Type** and **Layout**.
- 5 Click **Properties** to configure **Print Quality**, **Color / Grayscale** and **Color Mode** if you need. Click **OK**.



#### Note

To print your images at the same quality as the Trial Photo Print (➤➤Quick Setup Guide), configure the settings as follows:




**Paper Size:** 4 x 6 in

**Media Type:** Brother BP71 Photo Paper


**Layout:** 1 in 1 Borderless

- 6 Click  (**Start Printing**).


## Editing images

- 1 Click  (**Photo Print**). The image viewer will appear.
- 2 Choose images you want to edit by clicking the image from the image viewer, check the box under the image, and then enter the number of copies you want to print (1 to 99).
- 3 Click  (**Edit**). The **Photo Print** window will appear.
- 4 Edit the images with **Trimming**, **Image Correction** and **Image Enhancement** functions.
- 5 Click  (**Save**).

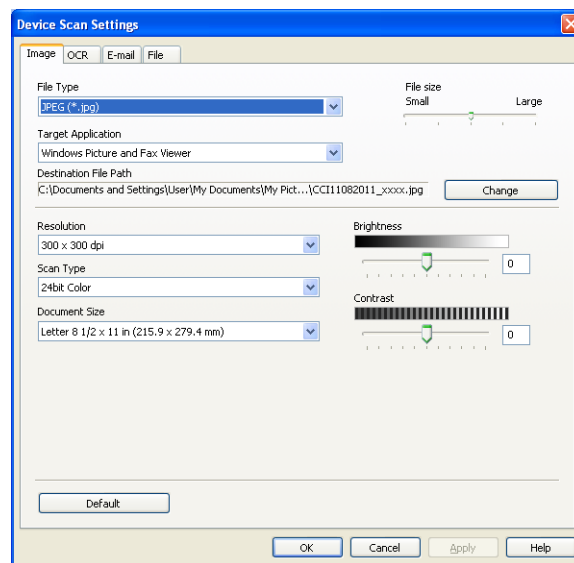
## Device Settings tab

This section briefly introduces the **Device Settings** tab function. For more details on each function, click  (Help).

### Configuring Scan button settings

The  (**Device Scan Settings**) button lets you configure your machine's **SCAN** key settings.

DCP model




There are four scan functions which you can configure to fit your scanning needs.

To configure each scan function, select the **Device Settings** tab and then click **Device Scan Settings**. The **Device Scan Settings** dialog will appear.

#### Image tab

Lets you configure settings for Scan to Image when pressing the **SCAN** key on your Brother machine.

Choose the settings for **File Type**, **Target Application**, **File size**, **Resolution**, **Scan Type**, **Document Size**, **Brightness** and **Contrast** as needed. Click **OK**.

If you choose Secure PDF from the **File Type** drop-down list, click the  (**Set PDF Password**) button. The **Set PDF Password** dialog box will appear. Enter your password in the **Password** and **Re-type Password** boxes and then click **OK**.



#### Note

- Secure PDF is also available for Scan to E-mail and Scan to File.
- You can change the data compression ratio of the scanned image with **File size**.

3

### OCR tab

Lets you configure settings for Scan to OCR when pressing the **SCAN** key on your Brother machine. Choose the settings for **File Type**, **Target Application**, **OCR Language**, **Resolution**, **Scan Type**, **Document Size**, **Brightness** and **Contrast** as needed. Click **OK**.

### E-mail tab

Lets you configure settings for Scan to E-mail when pressing the **SCAN** key on your Brother machine. Choose the settings for **File Type**, **File size**, **Resolution**, **Scan Type**, **Document Size**, **Brightness** and **Contrast** as needed. Click **OK**.



#### Note

You can change the data compression ratio of the scanned image with **File size**.

### File tab


Lets you configure settings for Scan to File when pressing the **SCAN** key on your Brother machine. Choose the settings for **File Type**, **File Name**, **Destination Folder**, **Show Folder**, **File size**, **Resolution**, **Scan Type**, **Document Size**, **Brightness** and **Contrast** as needed. Click **OK**.



#### Note

- If **Show Folder** is checked, the destination of the scanned image will be shown after scanning.
- You can change the data compression ratio of the scanned image with **File size**.


## Launching the BRAdmin utility

If you have installed BRAdmin Light or BRAdmin Professional 3, the  (**BRAdmin**) button lets you open the BRAdmin Light or BRAdmin Professional 3 utility.

The BRAdmin Light utility is designed for initial setup of Brother network connected devices. It also can search for Brother products in a TCP/IP environment, view the status and configure basic network settings, such as IP address. Refer to the guide noted below for information about installing BRAdmin Light from the supplied CD-ROM.

### ➤➤Network User's Guide

If you require more advanced machine management, use the latest version of BRAdmin Professional 3 that is available as a download from <http://solutions.brother.com/>.


- 1 Select the **Device Settings** tab.
- 2 Click  (**BRAdmin**). The BRAdmin Light or BRAdmin Professional 3 utility dialog appears.



**Note**


If you have installed both BRAdmin Light and BRAdmin Professional, ControlCenter4 will launch BRAdmin Professional 3.


## Support tab

This section briefly introduces the **Support** tab function. For more details on each function, click  (**Help**).

### Opening ControlCenter Help


---


The  (**ControlCenter Help**) button lets you open the **Help** file for detailed information about ControlCenter.

- 1 Select the **Support** tab.
- 2 Click  (**ControlCenter Help**).
- 3 The **ControlCenter Help** top page will appear.

### Using the Brother Solutions Center


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The  (**Brother Solutions Center**) button lets you open the Brother Solutions Center web site offering information about your Brother product including FAQ's (Frequently Asked Questions), User's Guides, driver updates and tips for using your machine.

- 1 Select the **Support** tab.
- 2 Click  (**Brother Solutions Center**).
- 3 The Brother Solutions Center web site will be shown in your web browser.

### Accessing the Brother CreativeCenter

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The  (**Brother CreativeCenter**) button lets you access our web site for free and easy online solutions for business and home users.

- 1 Select the **Support** tab.
- 2 Click  (**Brother CreativeCenter**). ControlCenter4 will launch your web browser and then open the Brother CreativeCenter web site.

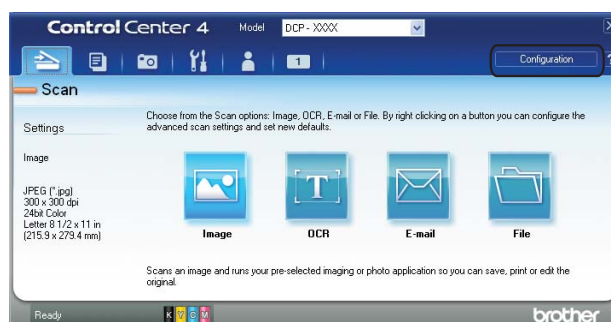
## Custom tab

This section briefly introduces adding **Custom** tabs. For more details, click  (**Help**).

### Creating a Custom tab

You can create up to three customized tabs including up to five customized buttons with your preferred settings.

- 1 Click **Configuration** and then select **Create custom tab**.

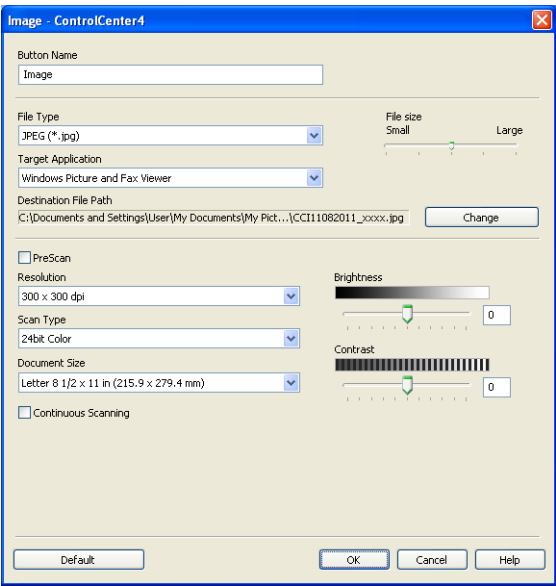


### Creating a Custom button

- 1 Click **Configuration** and then select **Create custom button**. Select a button you want to create from the menu. The settings dialog will appear.



- 2 Enter the button name and change the settings if necessary. Click **OK**. (The setting options vary depending on the created button.)



 **Note**

You can change or remove the created tab, button or settings. Click **Configuration** and follow the menu.

## Before using the Brother software

Firewall settings on your computer may reject the necessary network connection for network printing and network scanning. If you are using Windows® Firewall and you installed MFL-Pro Suite from the CD-ROM, the necessary Firewall settings have already been made. If you did not install from the CD-ROM follow the instructions below to configure Windows® Firewall. If you are using any other personal firewall software, see the user's guide for your software or contact the software manufacturer.

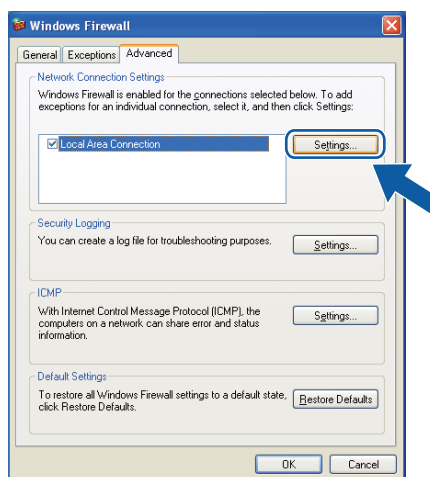
### UDP Port number information for Firewall configuration

UDP Port	Network Scanning <sup>1</sup>
External Port number	54925, 137
Internal Port number	54925, 137

<sup>1</sup> Add Port number 137 if you still have trouble with your network connection after you added port 54925. Port number 137 also supports printing over the network.

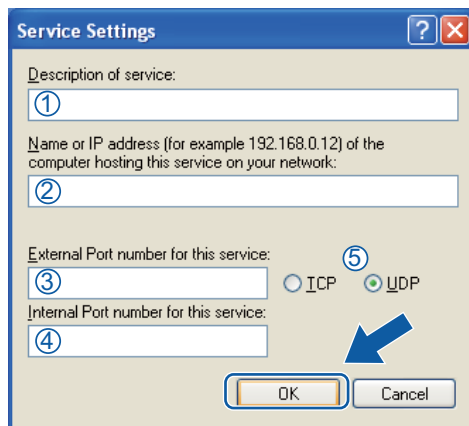
## Windows® XP SP2 or higher users

- 1 Click **Start, Control Panel, Network and Internet Connections** and then **Windows Firewall**. Make sure that **Windows Firewall** on the **General** tab is set to **On**.
- 2 Choose the **Advanced** tab and click **Settings**.



- 3 Click **Add**.
- 4 Add port **54925** for network scanning by entering the information below:
  - 1 In **Description of service**: Enter any description, for example "Brother Scanner".
  - 2 In **Name or IP address (for example 192.168.0.12) of the computer hosting this service on your network**: Enter "Localhost".

- 3 In **External Port number for this service**: Enter “**54925**”.
- 4 In **Internal Port number for this service**: Enter “**54925**”.
- 5 Make sure **UDP** is selected.  
Then, click **OK**.



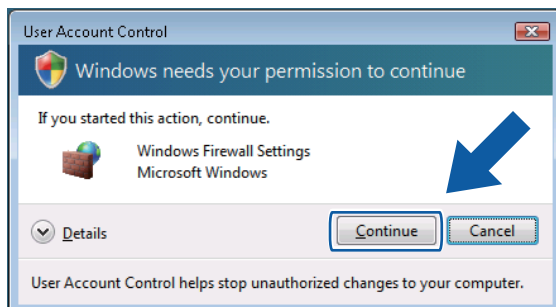
- 5 If you still have trouble with your network connection, click **Add**.
- 6 Add port **137** for network scanning by entering the information below:
  - 1 In **Description of service**: Enter any description, for example “Brother Network Print”.
  - 2 In **Name or IP address (for example 192.168.0.12) of the computer hosting this service on your network**: Enter “Localhost”.
  - 3 In **External Port number for this service**: Enter “**137**”.
  - 4 In **Internal Port number for this service**: Enter “**137**”.
  - 5 Make sure **UDP** is selected.  
Then, click **OK**.
- 7 Make sure that the new setting is added and is checked, and then click **OK**.

## Windows Vista® users

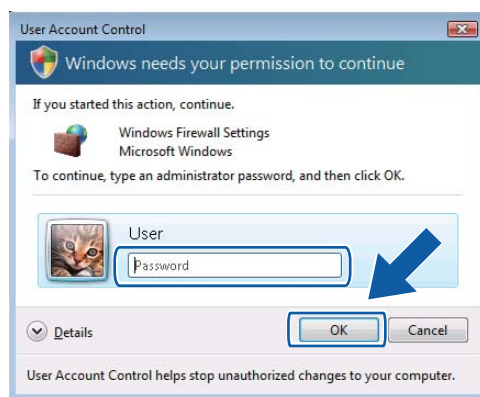
- 1 Click the  button, **Control Panel**, **Network and Internet**, **Windows Firewall** and click **Change settings**.

2 When the **User Account Control** screen appears, do one of the following:

- Users who have administrator rights: Click **Continue**.

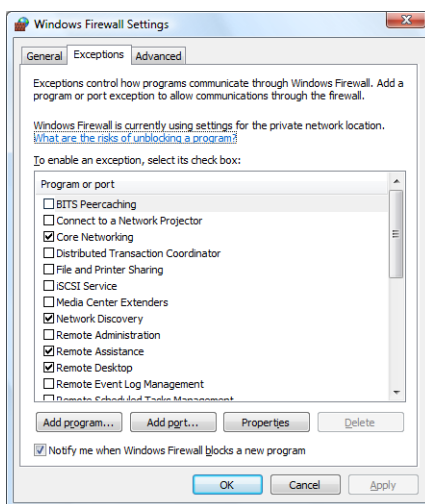


- For users who do not have administrator rights: Enter the administrator password and click **OK**.



3 Make sure that Windows Firewall on the **General** tab is set to **On**.

4 Choose the **Exceptions** tab.

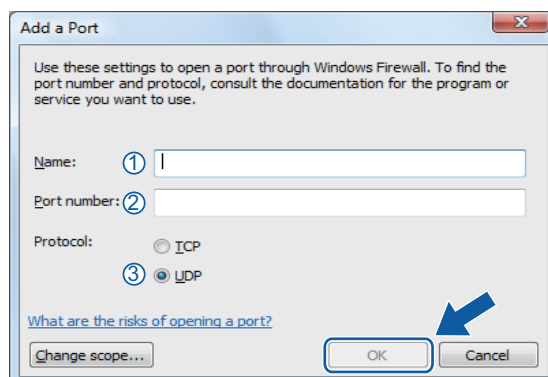


5 Click **Add port**.

6 To add port **54925** for network scanning, enter the information below:

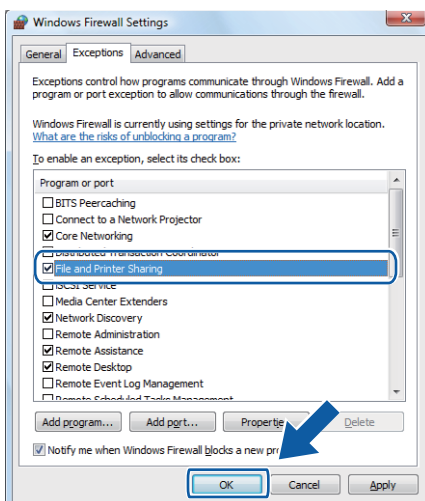
- 1 In **Name**: Enter any description, for example “Brother Scanner”.
- 2 In **Port number**: Enter “**54925**”.
- 3 Make sure **UDP** is selected.

Then, click **OK**.




7 Make sure that the new setting is added and is checked, and then click **OK**.

8 If you still have trouble with your network connection such as Network Scanning or Printing, check the **File and Printer Sharing** box in the **Exceptions** tab and then click **OK**.

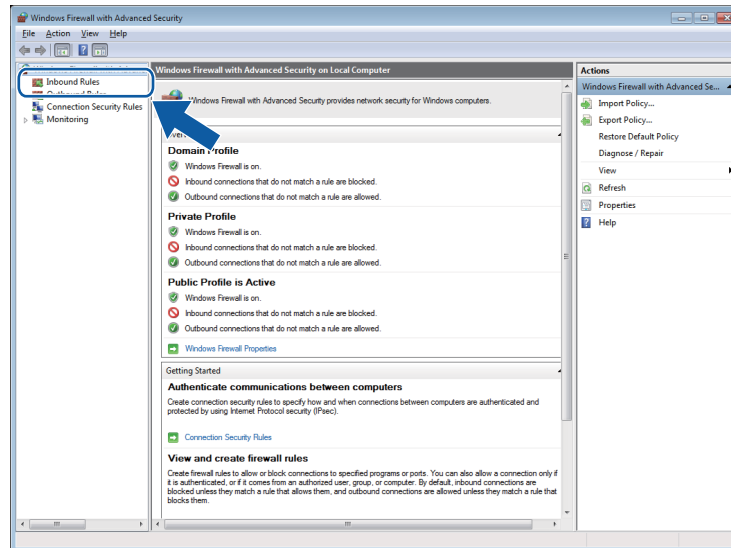


## Windows® 7 users

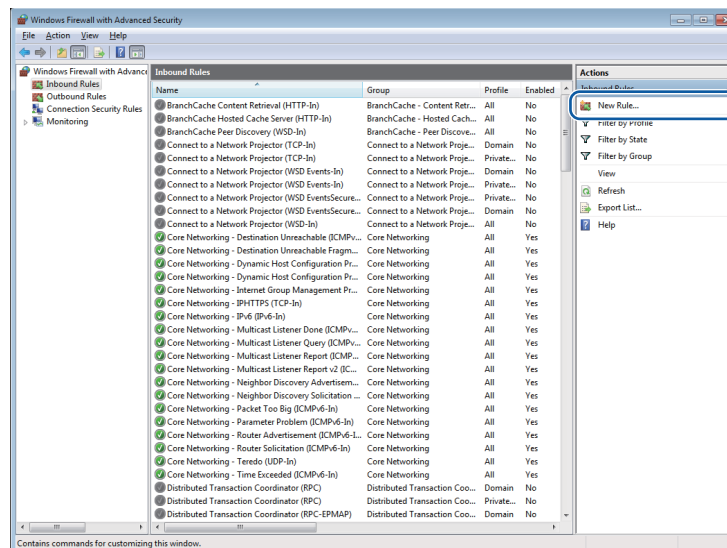
1 Click the  button, **Control Panel**, **System and Security** and then **Windows Firewall**. Make sure the **Windows Firewall state** is set to **On**.

2 Click **Advanced settings**. The **Windows Firewall with Advanced Security** window appears.

3 Click **Inbound Rules**.



4 Click **New Rule...**



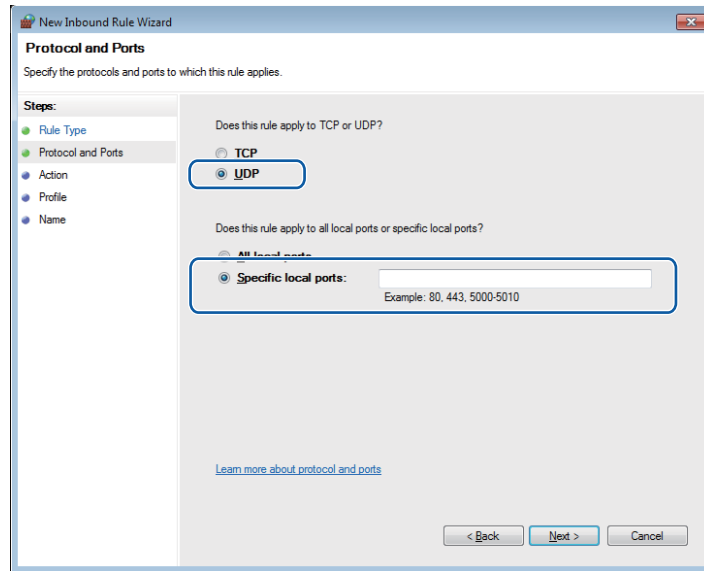
5 Choose **Port** and click **Next**.

6 To add the port enter the information below:

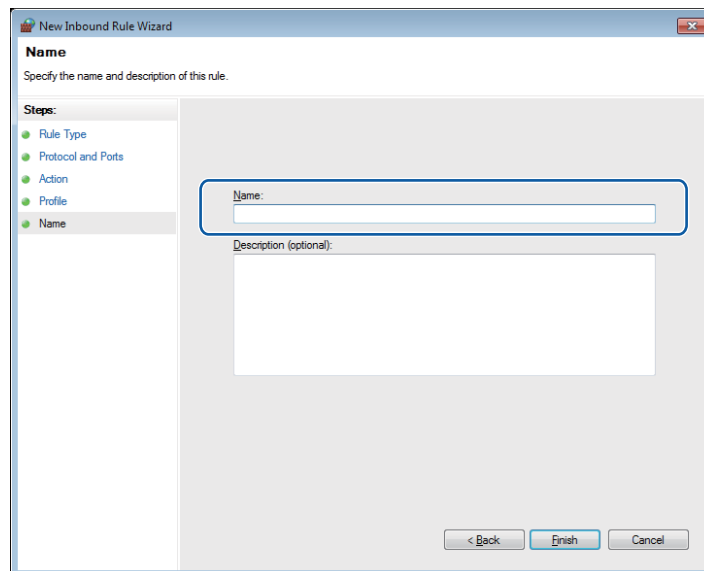
- For network scanning

Choose **UDP** and enter “**54925**” in the **Specific local ports**.

Click **Next**.

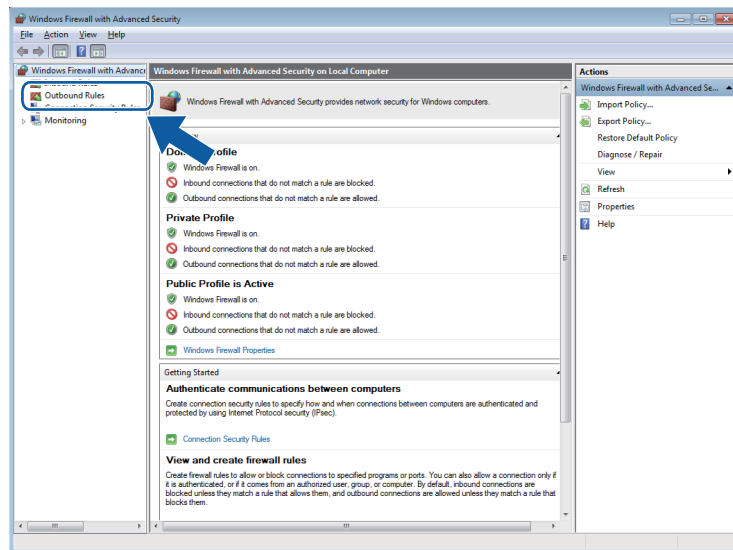


- 7 Choose **Allow the connection** and click **Next**.
- 8 Check the applicable items and click **Next**.
- 9 Enter any description in **Name:** (for example "Brother Scanner") and click **Finish**.

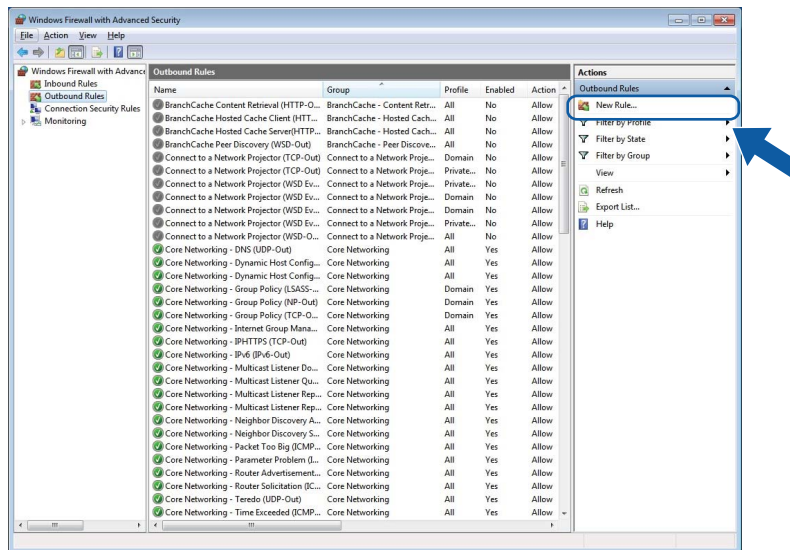


- 10 Make sure that the new setting is added and is checked.

11 Click **Outbound Rules**.



12 Click **New Rule...**



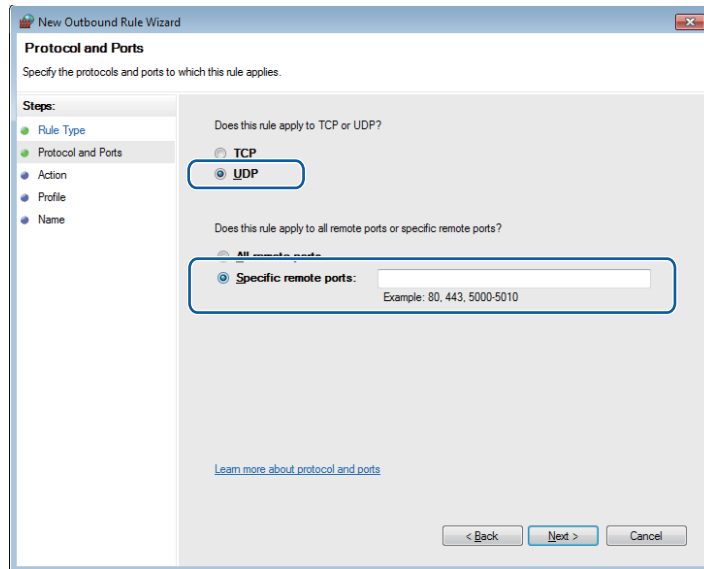
13 Choose **Port** and click **Next**.

14 To add the port enter the information below:

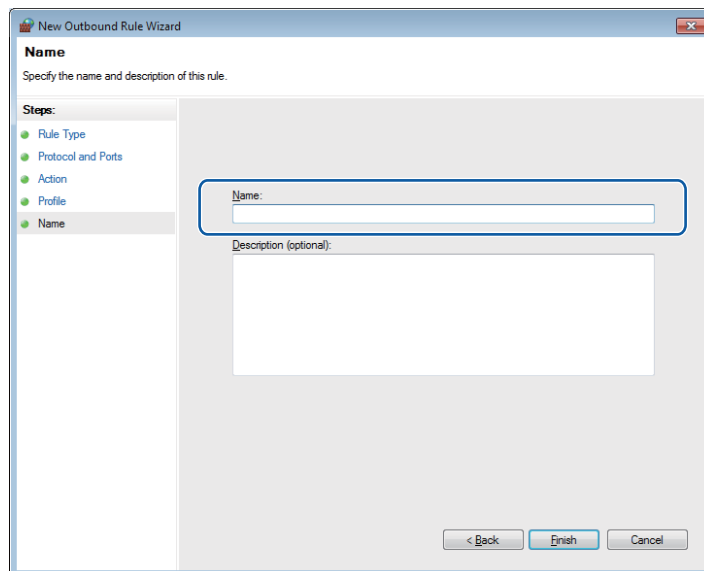
- For network scanning

Choose **UDP** and enter "**54925**" in the **Specific remote ports**.

Click **Next**.



- 15 Choose **Allow the connection** and click **Next**.
- 16 Check the applicable items and click **Next**.
- 17 Enter any description in **Name:** (for example “Brother Scanner”) and click **Finish**.



- 18 Make sure that the new setting is added and is checked.



# Apple Macintosh

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## Setting up your computer



### Note

- This machine supports Mac OS X 10.5.8, 10.6.x, 10.7.x.
- The screens shown in this section are from Mac OS X 10.5.x. Screens on your computer may vary depending on your operating system and application.
- Before you can connect the machine to your computer, you need to purchase a USB cable (type A/B) that is no longer than 6 feet (2 meters).



### Important

DO NOT connect the machine to a USB port on a keyboard or a USB hub.

## Choosing the right type of paper

For high quality printing, it is important to choose the right type of paper. Be sure to read *Loading paper* and *Loading documents* in the *Basic User's Guide* before buying paper, and to determine the printable area depending on the settings in the printer driver.

## Simultaneous printing and scanning

Your machine can print from your computer while scanning a document into the computer.

However, when the machine is copying, it pauses the computer printing operation, and then continues printing when copying has finished.

If the LCD shows *Ink low*, one or more of the ink cartridges are near the end of their life. You can continue printing until the LCD shows *Cannot Print*.

## Clearing data from the memory

If the LCD shows *Data Remaining*, you can clear the data that is left in the printer memory by pressing the **Stop/Exit** key on the control panel.

## Status Monitor

The Status Monitor utility is a configurable software tool for monitoring the status of the machine, letting you see error messages such as paper empty, paper jam or ink replacement required at pre-set update intervals. Before you can use the tool you must choose your machine in the **Model** drop-down list in ControlCenter2.

To check the device status and launch Brother Status Monitor, follow these steps:

(Mac OS X 10.5.8)

- 1 Select **System Preferences** from the Apple Menu, select **Print & Fax**, then choose the machine.
- 2 Click **Open Print Queue**, then click **Utility**. The Status Monitor will start up.

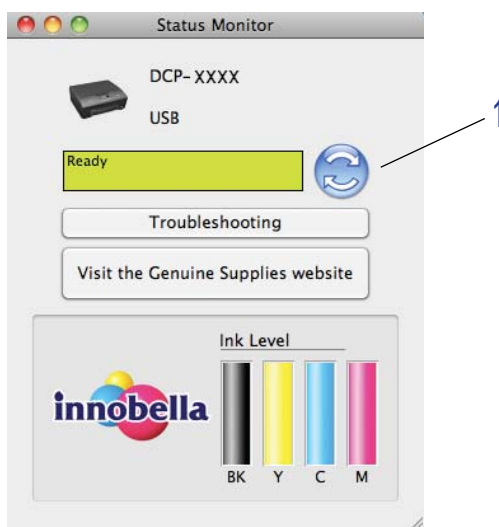
(Mac OS X 10.6.x to 10.7.x)

- 1 Select **System Preferences** from the Apple Menu, select **Print & Fax** or **Print & Scan**, then choose the machine.
- 2 Click **Open Print Queue**, then click **Printer Setup**. Select the **Utility** tab and click **Open Printer Utility**. The Status Monitor will start up.

You can also check the device status by clicking the **Ink Level** icon in the **DEVICE SETTINGS** tab of ControlCenter2.

### ■ Updating the machine's status

If you want the latest machine status while the **Status Monitor** window is open, click the update button (1).



You can set at what interval the software will update the machine's status information. From the menu bar, select **Brother Status Monitor** and choose **Preferences**.

### ■ Hiding or showing the window

After starting the **Status Monitor**, you can hide or show the window. To hide the window, from the menu bar, select **Brother Status Monitor** and choose **Hide Status Monitor**. To show the window, click the

**Brother Status Monitor** icon in the dock or click the **Ink Level** button in the **DEVICE SETTINGS** tab of ControlCenter2.



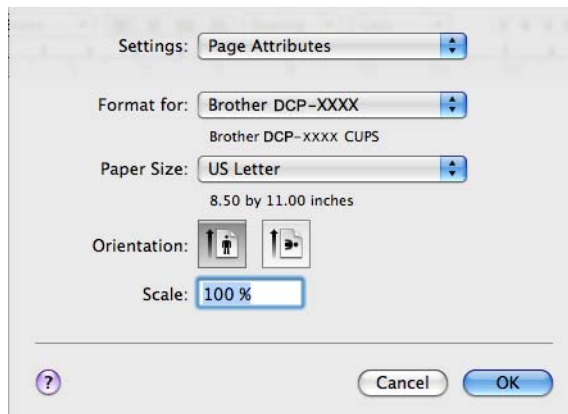
#### ■ Closing the window

Click the **Brother Status Monitor** in the menu bar and then choose **Quit Status Monitor** from the drop-down list.

## Using the Brother printer driver

### Choosing page setup options

- 1 From an application such as Apple TextEdit, click **File**, then **Page Setup**. Make sure **Brother DCP-XXXX** (where XXXX is your model name) is chosen in the **Format for** drop-down list. You can change the settings for **Paper Size**, **Orientation** and **Scale**, then click **OK**.



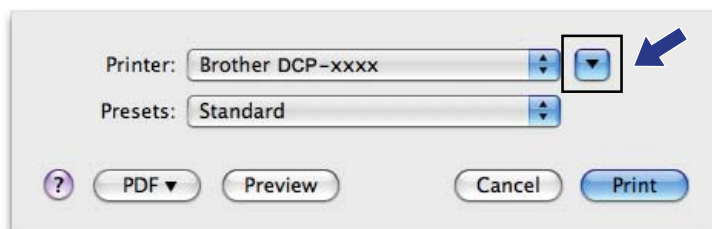
#### Note

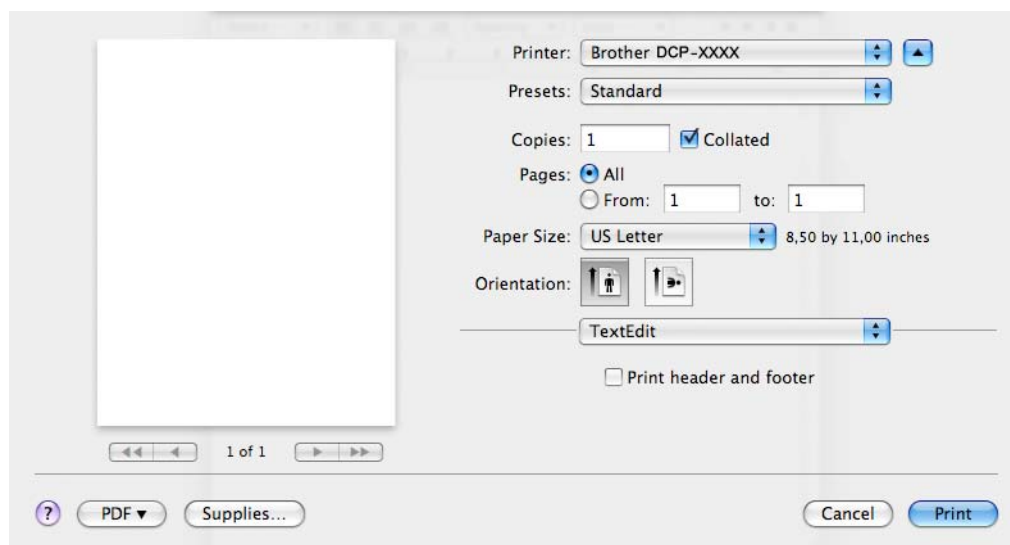
The printer driver does not support Watermark printing.

- 2 From an application such as Apple TextEdit, click **File**, then click **Print** to start printing. You can choose a preset from the **Presets** drop-down list to select a previously configured set of print settings.

- (Mac OS X 10.5.8 to 10.6.x)

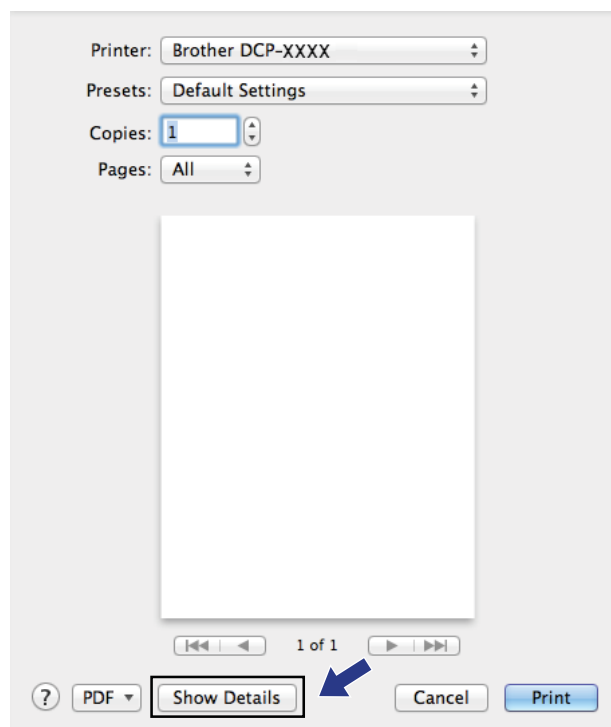
For more page setup options, click the triangle beside the **Printer** drop-down list.

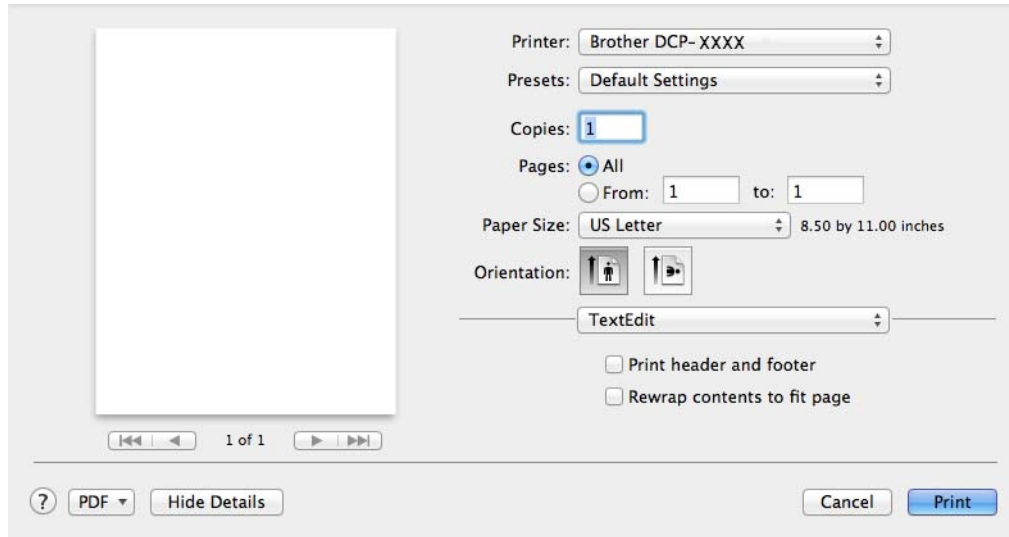




■ (Mac OS X 10.7.x)

For more page setup options, click **Show Details**.





### Note

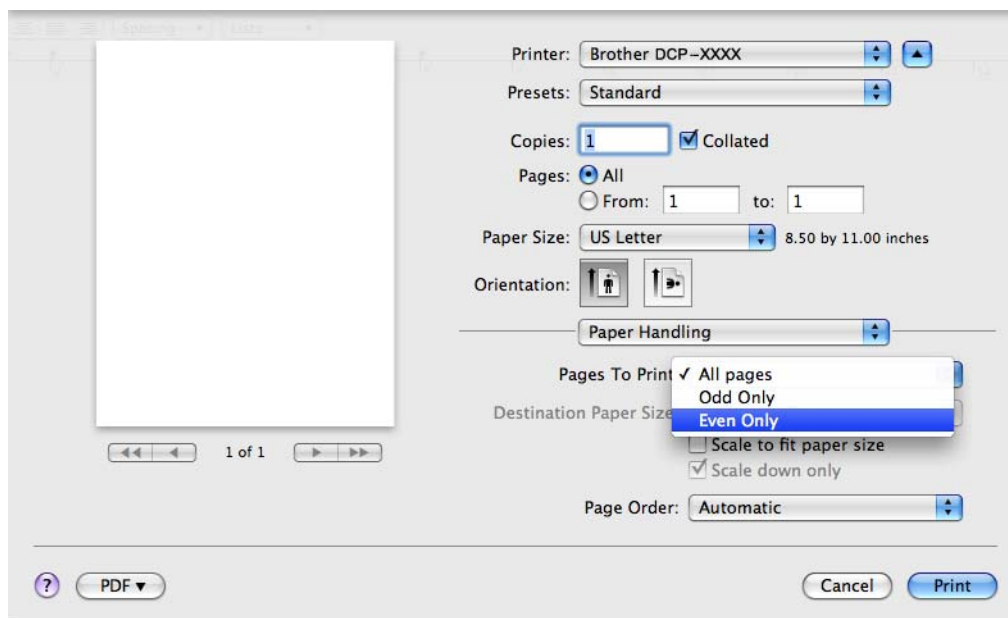
You can save the current settings as a preset by choosing **Save As** from the **Presets** drop-down list.

### To do borderless printing

From the **Paper Size** drop-down list, choose the size of paper you want to print such as **US Letter (Borderless)**.

## Manual Duplex Printing

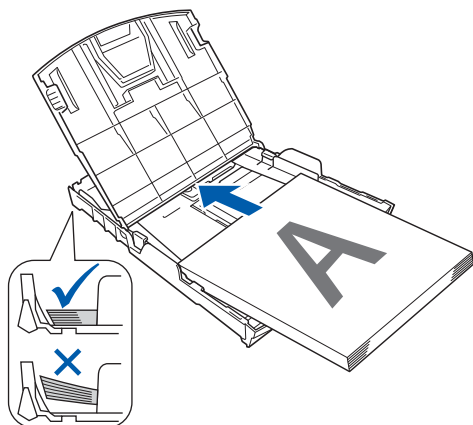
- 1 Select **Paper Handling**.
- 2 Choose **Even Only** in **Pages To Print**, and make sure **Automatic** is chosen in **Page Order** and then print.



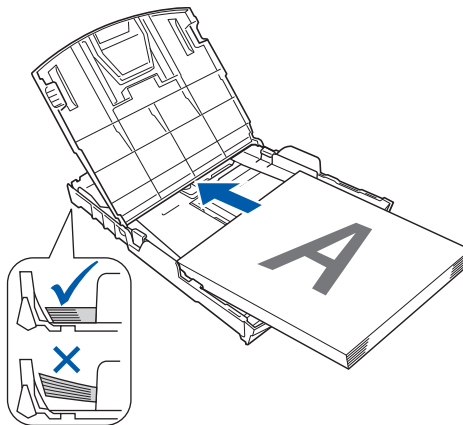
- 3 Put the paper back in the paper tray, with the side to be printed on (the blank side) face down and the top page first.

### Paper orientation

For Portrait



For Landscape



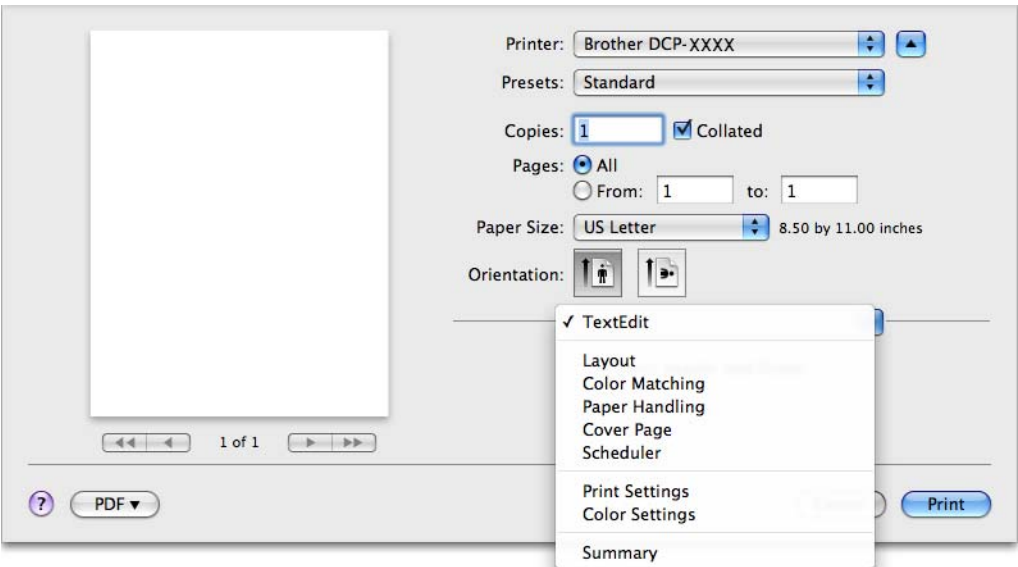
### Note

Before reinserting the paper, straighten it well, or you may get a paper jam.

- 4 Choose **Odd Only** in **Pages To Print**, and choose **Normal** in **Page Order** and then print.

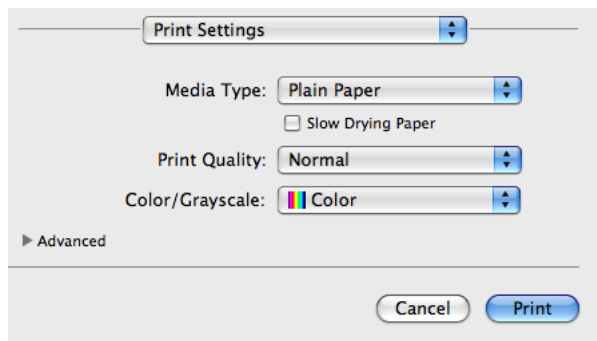
## Choosing printing options

To use special printing features, choose **Print Settings** or **Color Settings** in the Print dialog box.



## Print Settings

You can choose the **Media Type**, **Slow Drying Paper**, **Print Quality** and **Color/Grayscale**.



### Note

Check **Slow Drying Paper** when printing with plain paper on which ink dries slowly. This setting may cause some slight blurring of text.

## Media Type

To achieve the best print results, the media being printed on should be selected in the driver. The machine changes the way it prints depending on the selected media type.

- Plain Paper
- Inkjet Paper
- Brother BP71 Photo Paper
- Brother BP61 Photo Paper
- Brother BP60 Matte Paper
- Other Photo Paper
- Transparencies

## Print Quality

The quality selection lets you choose the print resolution you want for your document. Print quality and speed are related. The higher the quality, the longer it will take to print the document. The quality selections that are available will vary depending on the media type you choose.

### ■ Fast

The fastest print mode and the lowest amount of ink used. Use for printing large volume documents or documents for proofing.

### ■ Normal

Good print quality with typical print speed.

### ■ High

Better print quality than **Normal** mode and faster print speed than **Photo**.

### ■ Photo

Use for printing photographs. Since the print data is much larger than a normal document, the processing time, data transfer time and print time will be longer.

### ■ Best

Use for printing precise images such as photographs. This is the best resolution and slowest speed.

Media Type	Color/Grayscale	Print Quality Selection
Plain Paper	Color/Grayscale	Fast, <b>Normal</b> , High, Best
Inkjet Paper or Brother BP60 Matte Paper	Color/Grayscale	Normal, <b>Photo</b>
Brother BP71 Photo Paper, Brother BP61 Photo Paper or Other Photo Paper	Color/Grayscale	Fast, <b>Photo</b> , Best
Transparencies	Color/Grayscale	<b>Normal</b>



### Note

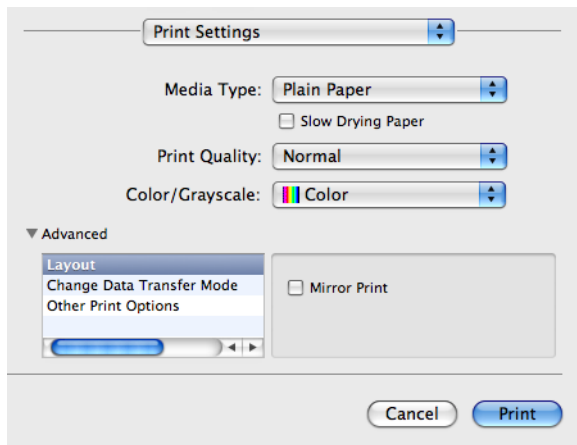
The default settings are shown in bold.

## Color/Grayscale

This function can be used to print color documents in black and white using grayscale.

## Advanced settings

Click **Advanced** to configure **Layout**, **Change Data Transfer Mode** and **Other Print Options** settings.



## Mirror Print

Check **Mirror Print** to reverse the data from left to right.



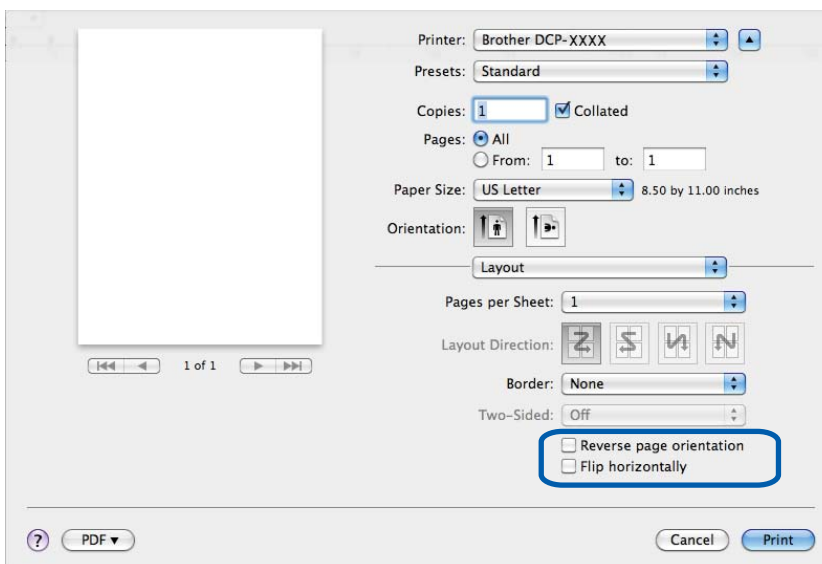
### Note

- (For Mac OS X 10.5.8 users)

**Mirror Print** is not available when choosing **Transparencies** as the **Media Type**.

- (For Mac OS X 10.6.x users and Mac OS X 10.7.x users)

**Mirror Print** is shown as **Flip horizontally** in the **Layout** pop-up menu.



## Reverse Page Orientation

Check **Reverse Page Orientation** to reverse the data from up to down.

## Change Data Transfer Mode

The **Change Data Transfer Mode** feature lets you choose print data transfer mode to improve print quality or print speed.

### ■ Recommended Setting

Choose **Recommended Setting** for general use.

### ■ Improved Print Quality

Choose **Improved Print Quality** for better print quality. Print speed may be reduced slightly, depending on the print data.

### ■ Improved Print Speed

Choose **Improved Print Speed** for faster print speed.

## Other Print Options

You can choose the **Paper Thickness** and **Bi-Directional Printing** settings.

### ■ Paper Thickness

You can choose **Paper Thickness** from **Regular**, **Thick** and **Envelope**.

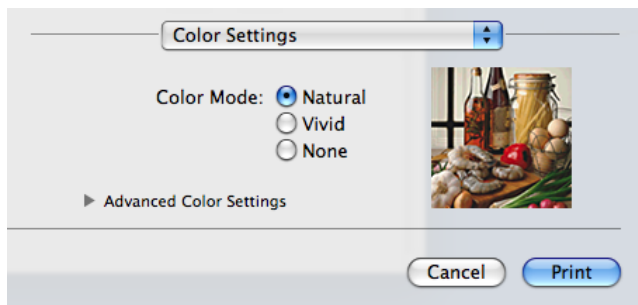
### ■ Bi-Directional Printing

When **Bi-Directional Printing** is checked, the print head prints in both directions offering faster print speeds. When unchecked, the print head will only print in one direction giving higher quality printouts, but slower printing speeds.

## Color Settings

Color is adjusted to get the closest color match with the monitor.

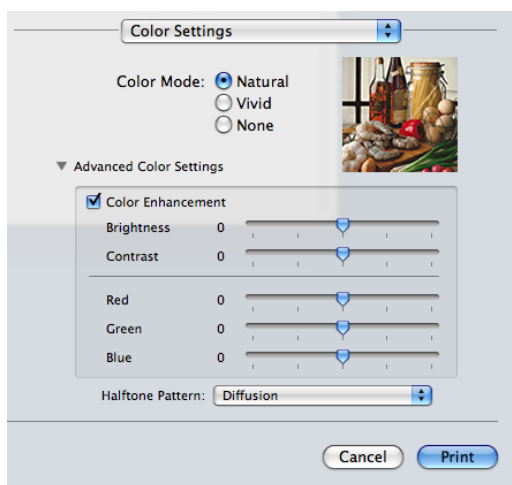
- **Natural:** Use for photographic images. The color is adjusted to print more natural colors.
- **Vivid:** Use for business graphics such as charts, graphics and text. The color is adjusted to print more vivid colors.
- **None**



- **ColorSync:** This option is shown and used automatically when choosing **ColorSync** in **Color Matching**.

## Advanced Color Settings

Click **Advanced Color Settings** to configure the **Color Enhancement** and **Halftone Pattern** settings.



### Color Enhancement

#### ■ Brightness

Adjusts the brightness of the whole image. To lighten or darken the image, move the slider to the right or left.

### ■ Contrast

Adjusts the contrast of an image. This will make darker areas darker and lighter areas lighter. Increase the contrast when you want an image to be clearer. Decrease the contrast when you want an image to be more subdued.

### ■ Red

Increases the intensity of **Red** in the image to make the image redder.

### ■ Green

Increases the intensity of **Green** in the image to make the image greener.

### ■ Blue

Increases the intensity of **Blue** in the image to make the image bluer.

## Halftone Pattern

The machine can use two methods (**Diffusion** or **Dither**) to arrange dots to express halftones. There are some predefined patterns and you can choose which one to use for your document.

### ■ Diffusion

Dots are put at random to create the halftones. Use for printing photographs that have delicate shades and graphics.

### ■ Dither

Dots are arranged in a pre-defined pattern to make halftones. Use for printing graphics that have definite color boundaries or for printing charts such as business charts.

## Scanning a document using the TWAIN driver

The Brother machine's software includes a TWAIN Scanner driver for Macintosh. You can use this TWAIN Scanner driver with any applications that support TWAIN specifications.

Refer to the guide noted below for more information on loading the documents.

➤➤ Basic User's Guide: *Using the scanner glass*

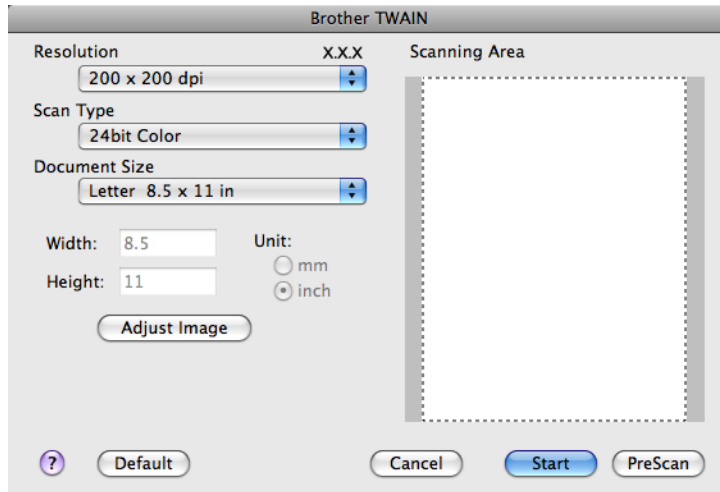


### Note

If you want to scan from a machine on a network, choose the networked machine in the Device Selector application located in **Macintosh HD/Library/Printers/Brother/Utilities/DeviceSelector** or from the **Model** drop-down list of ControlCenter2.

## Accessing the TWAIN driver

Run your Macintosh TWAIN-compliant application. The first time you use the Brother TWAIN driver, you need to set it as the default driver. In PageManager, click **File, Select Source** and choose the Brother TWAIN driver. After you place the document on the scanner glass, click **File, Acquire Image Data** or click the **Acquire** icon. The scanner setup dialog box appears.



### Note

The method of choosing the default driver or scanning a document may vary depending on the application you are using.

## Scanning an image into your computer

You can scan a whole page, or a portion of a page by pre-scanning the document.

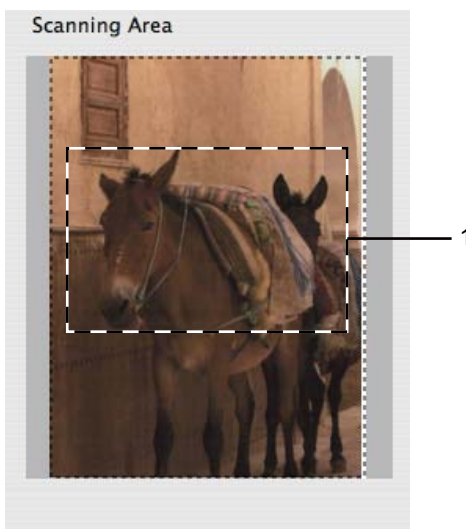
## Scanning a whole page

- 1 Load your document.
- 2 Adjust the following settings, if needed, in the scanner setup dialog box:
  - **Resolution**
  - **Scan Type**
  - **Scanning Area**
  - **Document Size**
  - **Adjust Image**
    - **Brightness**
    - **Contrast**
- 3 Click **Start**.  
When scanning has finished, the image appears in your graphics application.

## Pre-Scanning an image

The **PreScan** button is used to preview and also lets you crop any unwanted areas from the image. When you are satisfied with the preview, click the **Start** button in the Scanner Setup dialog box to scan the image.

- 1 Load your document.
- 2 Click **PreScan**.  
The whole image is scanned into your computer and appears in the **Scanning Area**.
- 3 Drag the mouse cursor over the portion you want to scan (1).



- 4 Adjust the settings for **Resolution**, **Scan Type**, **Brightness** and **Contrast** in the Scanner Setup dialog box as needed.

- 5 Click **Start**.  
This time only the chosen area of the document appears in the application window.
- 6 You can refine the image in your editing software.

## Settings in the Scanner window

### Resolution

You can change the scanning resolution from the **Resolution** drop-down list. Higher resolutions take more memory and transfer time, but produce a finer scanned image. The following table shows the resolutions you can choose and the available colors.

Resolution	Black & White/ Gray (Error Diffusion)	256 Color	True Gray/24bit Color
100 x 100 dpi	Yes	Yes	Yes
150 x 150 dpi	Yes	Yes	Yes
200 x 200 dpi	Yes	Yes	Yes
300 x 300 dpi	Yes	Yes	Yes
400 x 400 dpi	Yes	Yes	Yes
600 x 600 dpi	Yes	Yes	Yes
1200 x 1200 dpi	Yes	No	Yes
2400 x 2400 dpi	Yes	No	Yes
4800 x 4800 dpi	Yes	No	Yes
9600 x 9600 dpi	Yes	No	Yes
19200 x 19200 dpi	Yes	No	Yes

### Scan Type

#### ■ Black & White

Use for text or line art images.

#### ■ Gray (Error Diffusion)

Use for photographic images or graphics. (Error Diffusion is a method for creating simulated gray images without using true gray dots. Black dots are put in a specific pattern to give the gray appearance.)

#### ■ True Gray

Use for photographic images or graphics. This mode is more exact because it uses up to 256 shades of gray.

#### ■ 256 Color

Uses up to 256 colors to scan the image.

#### ■ 24bit Color

Uses up to 16.8 million colors to scan the image.

Although using **24bit Color** creates an image with the most accurate color reproduction, the image file size will be about three times larger than a file created using the **256 Color** option. It requires the most memory and has the longest transfer time.

## Document Size

Choose one of the following sizes:

- Auto

You can scan a standard sized document without any further adjustments to **Document Size**.

- A4 8.3 x 11.7 in

- JIS B5 7.2 x 10.1 in

- Letter 8.5 x 11 in

- A5 5.8 x 8.3 in

- JIS B6 5 x 7.2 in

- A6 4.1 x 5.8 in

- Executive 7.25 x 10.5 in

- Business Card 3.5 x 2.4 in

To scan business cards, choose the **Business Card** size, and then put the business card face down at the top left of the scanner glass.

- 4 x 6 in

- 5 x 8 in

- 3.5 x 5 in

- 5 x 7 in

- Postcard 1 3.9 x 5.8 in

- Postcard 2 (Double) 5.8 x 7.9 in

- Custom

After you choose a custom size, you can adjust the scanning area. Click and hold the mouse button as you drag the mouse to crop the image.

**Width:** Enter the width of the custom size.

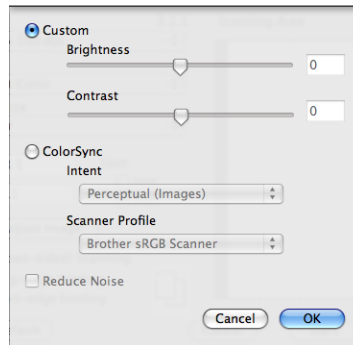
**Height:** Enter the height of the custom size.

## Adjusting the Image

- **Brightness**

Adjust the setting (-50 to 50) to get the best image. The default value is 0, representing an average, and is usually suitable for most images.

You can set the **Brightness** level by dragging the slider to the right or left to lighten or darken the image. You can also enter a value in the box to set the level.



If the scanned image is too light, set a lower **Brightness** level and scan the document again.

If the image is too dark, set a higher **Brightness** level and scan the document again.



### Note

The **Brightness** setting is only available when setting **Scan Type** to **Black & White**, **Gray (Error Diffusion)**, **True Gray** or **24bit Color**.

### ■ Contrast

You can increase or decrease the contrast level by moving the slider to the right or left. An increase emphasizes dark and light areas of the image, while a decrease reveals more details in gray areas. You can also enter a value in the box to set the **Contrast**.



### Note

The **Contrast** setting is only available when setting **Scan Type** to **Gray (Error Diffusion)**, **True Gray** or **24bit Color**.

### ■ Reduce Noise

You can improve and enhance the quality of your scanned images with this selection. The **Reduce Noise** setting is available when using **24bit Color** and scan resolutions of 300 × 300 dpi, 400 × 400 dpi or 600 × 600 dpi.

When scanning photographs or other images for use in a word processor or other graphics application, try different settings for the **Resolution**, **Scan Type**, **Brightness** and **Contrast** to see which setting best suits your needs.

## Scanning a document using the ICA driver (Mac OS X 10.6.x, 10.7.x)

You can scan a document using the ICA driver. If you installed MFL-Pro Suite from the installer CD-ROM, the ICA driver has been already installed on your Macintosh. If you don't see your machine in the **Print & Fax** or **Print & Scan** list, you can add your machine by clicking the **+** button.

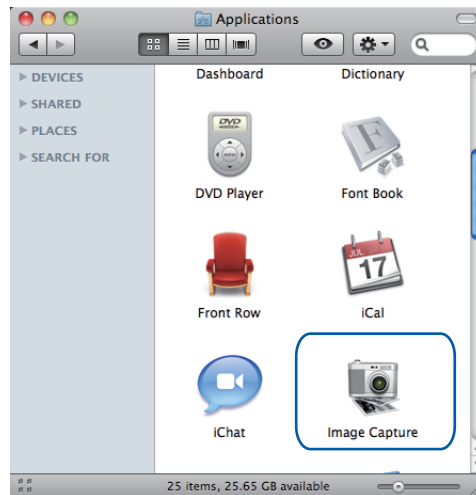


### Note

The screens in this section are from Mac OS X 10.6.x. The screens on your Macintosh will vary depending on your operating system version.

- 1 Connect your Brother machine to the computer using a USB cable. Or connect your Brother machine to the same Wireless LAN where the computer is connected.
- 2 Launch the **Image Capture** application.

6



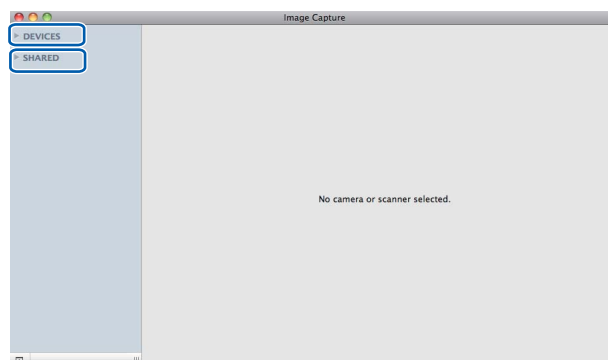
- 3 Select the machine from the list on the left side of the screen. If you connected the Brother machine and your computer with a USB cable, you will see the machine in the **DEVICES** area. If connected via Wireless LAN, you will see it in the **SHARED** area.



### Note

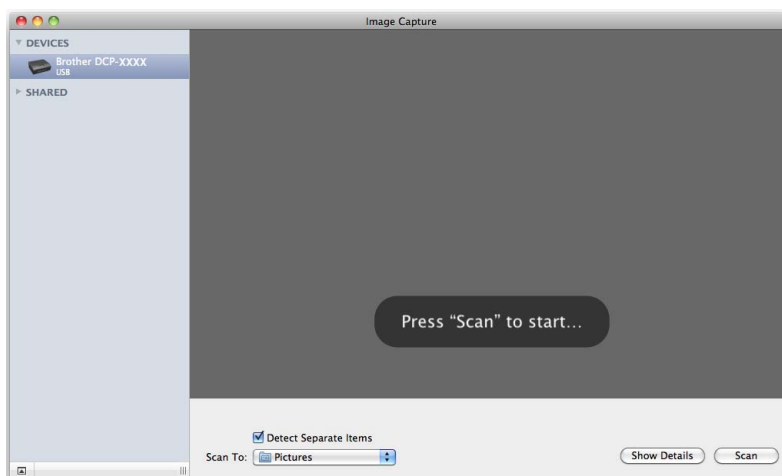
(For Mac OS X 10.7.x)

If you cannot see the machine in the **DEVICES** area or the **SHARED** area, point the mouse cursor over the area, and then click **Show**.



- 4 Place your document on the scanner glass.

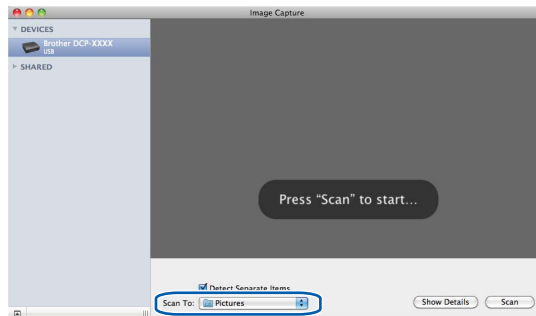
6



### Note

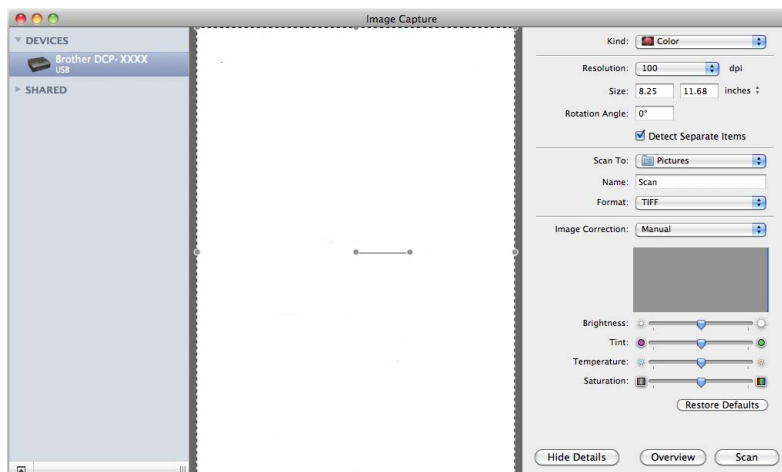
- (For Mac OS X 10.6.x)  
When the **Detect Separate Items** box is unchecked, the document will be scanned as one item and saved as one file. When the **Detect Separate Items** box is checked, the program will detect each image and save them as separate files. If the program does not automatically crop the document as you want, you can do it manually by dragging the mouse cursor over the portion you want to scan from the dialog box that can be accessed by clicking on **Show Details**.
- (For Mac OS X 10.7.x)  
When the **Detect Enclosing Box** is selected for **Scan Size**, the document will be scanned as one item and saved as one file. When the **Detect Separate Items** is selected for **Scan Size**, the program will detect each image and save them as separate files. If the program does not automatically crop the document as you want, you can do it manually by dragging the mouse cursor over the portion you want to scan from the dialog box that can be accessed by clicking on **Show Details**.

- 5 Select the destination folder or destination application for **Scan To**.



You can adjust the following settings, if needed, in the dialog box accessed by clicking on **Show Details**.

- **Kind:** Choose from Color, Black & White or Text.
- **Resolution:** Choose the resolution you want to scan your document at.
- **Use Custom Size** (Mac OS X 10.7.x): Check this box to customize the document size.
- **Size:** Select the paper size of the document being scanned from the scan area of the Flatbed.
- **Orientation** (Mac OS X 10.7.x) or **Rotation Angle:** Select the orientation of the document or the angle of the scan from the Flatbed.
- **Auto selection** (Mac OS X 10.7.x): If you check **Use Custom Size**, you can choose the scanner driver's automatic detection features.
- **Scan To:** Choose the destination folder or destination application.
- **Name:** Enter the prefix text used for the name of the scanned image.
- **Format:** Select the file format of the scanned data.
- **Combine into single document** (Mac OS X 10.7.x): When you choose PDF or TIFF for the file format, check this box to scan a document as one item and save as one file.
- **Image Correction:** From the manual setting you can adjust Brightness, Contrast (Mac OS X 10.7.x) Tint, Temperature, Threshold and Saturation.



- 6 Click on **Scan** to start scanning.

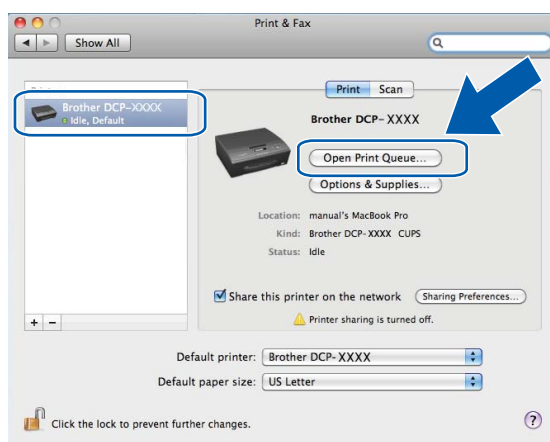
## Choosing your machine from Print & Fax or Print & Scan

- 1 Connect your Brother machine to the computer using a USB cable. Or connect your Brother machine to the same Wireless LAN where the computer is connected.
- 2 Select **System Preferences** from the Apple Menu.
- 3 Click **Print & Fax** or **Print & Scan**.
- 4 Select the machine from the list on the left side of the screen and click **Open Print Queue**.

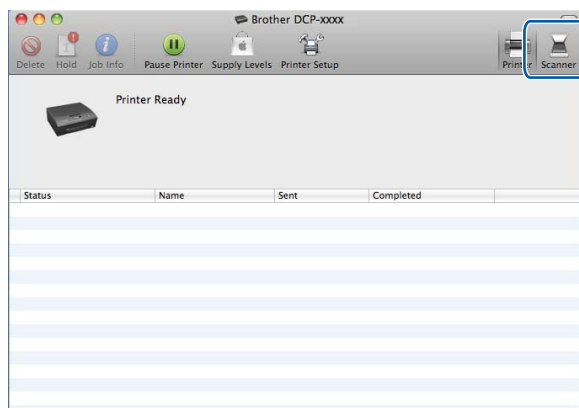


### Note

If you do not see the Scan tab on the screen, remove your machine by clicking the - button from the **Print & Fax** or **Print & Scan** list. Then add the machine by clicking the + button.



- 5 Click on the **Scanner** icon.



- 6 Go to step 4 of *Scanning a document using the ICA driver (Mac OS X 10.6.x, 10.7.x)* >> page 114 to continue.  
The screens vary depending on the scanning methods you are using.

## Using Presto! PageManager

Presto! PageManager is an application for managing the documents in your computer. Since it is compatible with most image editors and word processing programs, Presto! PageManager gives you unmatched control over your files. You can easily manage your documents, edit your E-mail and files and read documents with the OCR software built into Presto! PageManager.

If you use the machine as a scanner, we recommend that you install Presto! PageManager. You can install Presto! PageManager from Brother Support on the installation CD-ROM or go to [http://nj.newsoft.com.tw/download/brother/PM9SEInstaller\\_BR\\_multilang.dmg](http://nj.newsoft.com.tw/download/brother/PM9SEInstaller_BR_multilang.dmg).



### Note

The complete NewSoft Presto! PageManager 9 User's Guide can be viewed from **Help** in the menu bar in NewSoft Presto! PageManager 9.

## Features

- OCR: In one step you can scan an image, recognize the text, and edit it with a word processor.
- Image Editing: Enhance, crop and rotate images, or open them with an image-editing program of your choice.
- Annotation: Add removable notes, stamps and drawings to images.
- Folders Window: View and arrange your folder hierarchy for easy access.
- View Window: View files as thumbnails, list or Cover Flow for easy identification.

## System requirements for Presto! PageManager

- Mac OS X 10.5.8, 10.6.x, 10.7.x
- Hard disk drive with at least 400 MB of free disk space

## Technical support

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### For USA

Company name: NewSoft America Inc.  
Postal Address: 47102 Mission Falls Court, Suite 202 Fremont CA 94539  
Telephone: 510-770-8900  
Fax: 510-770-8980  
E-mail Address: [contactus@newsoftinc.com](mailto:contactus@newsoftinc.com)  
URL: <http://www.newsoftinc.com/>

### For Canada

E-mail Address: [contactus@newsoftinc.com](mailto:contactus@newsoftinc.com)

### Germany

Company name: SoftBay GmbH  
Postal Address: Carlstraße 50, D-52531, Übach-Palenberg, Germany  
Telephone: 0900 1 409640  
E-mail Address: [de.nsc@newsoft.eu.com](mailto:de.nsc@newsoft.eu.com)  
URL: <http://de.newsoft.eu.com/>

### UK

Company name: Avanquest UK  
Postal Address: The Software Centre East Way, Lee Mill Industrial Estate Plymouth Devon.  
PL21 9GE  
Telephone: 44-01752-201148  
Fax: 44-01752-894833  
E-mail Address: [uk.nsc@newsoft.eu.com](mailto:uk.nsc@newsoft.eu.com)  
URL: <http://uk.newsoft.eu.com/>

### France

Company name: 5CA  
Telephone: 089-965-01-09  
E-mail Address: [fr.nsc@newsoft.eu.com](mailto:fr.nsc@newsoft.eu.com)  
URL: <http://fr.newsoft.eu.com/>

### Italy

Company name: 5CA  
Telephone: 0899399878

### Italy

E-mail Address: it.nsc@newsoft.eu.com  
URL: <http://it.newsoft.eu.com/>

### Spain

Company name: 5CA  
Telephone: 0807505598  
E-mail Address: sp.nsc@newsoft.eu.com


### Other countries

E-mail Address: tech@newsoft.eu.com

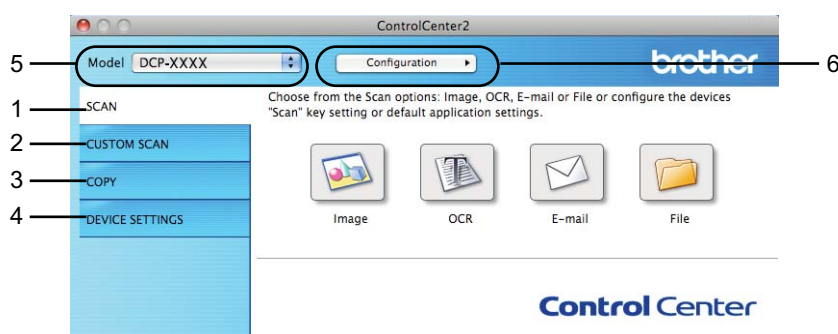
**Note**

The screens shown in this section are from Mac OS X 10.5.x. Screens on your computer may vary depending on your operating system.

## Using ControlCenter2

ControlCenter2 is a software utility that lets you quickly and easily access your most used applications. Using ControlCenter2 eliminates the need to manually launch specific applications. The icon will appear on the menu bar. To open the ControlCenter2 window, click the  icon and choose **Open**. ControlCenter2 has the following operations:

- 1 Scan directly to a file, E-mail, word processor or graphics application of your choice. (1)
- 2 Custom Scan buttons let you configure a button to meet your own application needs. (2)
- 3 Access the Copy features available via your computer. (3)
- 4 Access the settings available to configure your device. (4)
- 5 You can choose which machine ControlCenter2 will connect with from the **Model** drop-down list. (5)  
You can also open the **Device Selector** window by choosing **Other** from the **Model** drop-down list.
- 6 You can also open the configuration window for each function by clicking **Configuration**. (6)

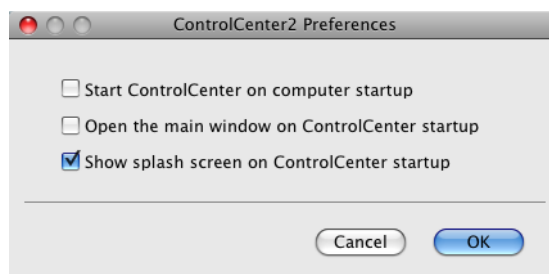


## Turning the AutoLoad feature off

If you do not want ControlCenter2 to run automatically each time you start your computer, do the following.

- 1 Click the ControlCenter2 icon in the menu bar and choose **Preferences**.  
The ControlCenter2 preference window appears.
- 2 Uncheck **Start ControlCenter on computer startup**.

- 3 Click **OK** to close the window.



#### Note

The ControlCenter2 application icon is in **Macintosh HD/Applications/Brother**.

## SCAN

There are four scan buttons for the **Scan to Image**, **Scan to OCR**, **Scan to E-mail** and **Scan to File** applications.

### ■ Image (Default: Apple Preview)

Lets you scan a page directly into any graphic viewer/editor application. You can choose the destination application, such as Adobe® Photoshop® or any kind of image editing application on your computer.

### ■ OCR (Default: Apple TextEdit)

Lets you scan a page or document, automatically run the OCR application and put text (not a graphic image) into a word processing application. You can choose the target word processing application, such as Microsoft® Word or any word processing application on your computer. You must download Presto! PageManager and install it on your computer. For installation information see *Using Presto! PageManager* >> page 118.

### ■ E-mail (Default: your default E-mail software)

Lets you scan a page or document directly into an E-mail application as a standard attachment. You can choose the file type and resolution for the attachment.

### ■ File

Lets you scan directly to a file. You can change the file type and destination folder, as needed.

ControlCenter2 gives you the ability to configure the hardware **SCAN** key on your machine and the ControlCenter2 Software button for each scan feature. To configure the hardware **SCAN** key on your machine choose the **Device Button** tab in the configuration menu for each of the **SCAN** buttons. To configure the Software button in ControlCenter2 choose the **Software Button** tab in the configuration menu for each of the **SCAN** buttons.



### Note

You can configure your machine's **SCAN** key for each ControlCenter2 button in the **Device Button** tab. To change the default settings, click the button while holding down the **Ctrl** key and choose the **Device Button** tab.



## File types

Choose the type of file to save the scanned images as from the drop-down list.

### For Image, E-mail and File

- Windows® Bitmap (\*.bmp)
- JPEG (\*.jpg)
- TIFF (\*.tif)
- TIFF Multi-Page (\*.tif)
- Portable Network Graphics (\*.png)
- PDF (\*.pdf)
- Secure PDF (\*.pdf)
- Searchable PDF (\*.pdf)

### For OCR

- Text (\*.txt)
- Rich Text Format (\*.rtf)
- HTML (\*.htm)
- Excel 97 (\*.xls)
- Searchable PDF (\*.pdf)



#### Note

- If you set the file type to TIFF or TIFF Multi-Page, you can choose **Uncompressed** or **Compressed**.
- When you want to scan a document with multiple pages, check **Continuous Scanning** and follow the on-screen instructions.
- Searchable PDF is a file format that includes the text data layer over a scanned image. This layer allows you to search the text on the image data. The OCR language setting must be set to match the language you want to make the searchable PDF for.
- To choose Searchable PDF (\*.pdf), you must install Presto! PageManager from Brother Support on the installation CD-ROM or go to [http://nj.newsoft.com.tw/download/brother/PM9SEInstaller\\_BR\\_multilang.dmg](http://nj.newsoft.com.tw/download/brother/PM9SEInstaller_BR_multilang.dmg).

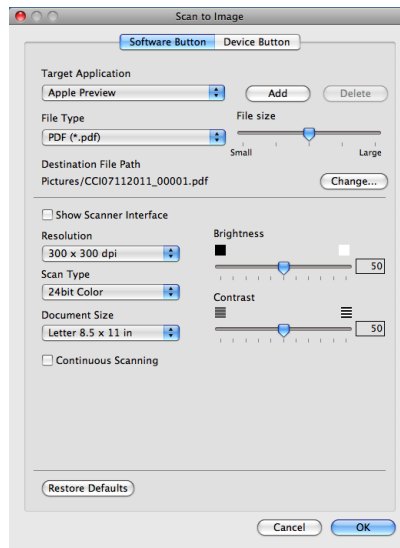
## Document Size

You can choose the document size from the pull-down list. If you choose a 1 to 2 document size, such as **1 to 2 (A4)**, the scanned image will be divided into two A5 size documents.

If you choose 2 in 1 document size, such as **2 in 1 (Letter)**, the scanned images will be combined into one Ledger size document.

## Image (example: Apple Preview)

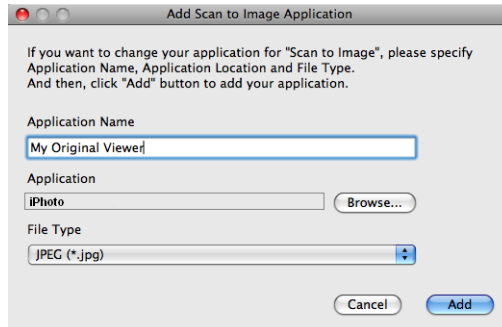
The **Scan to Image** feature lets you scan an image directly into your graphics application for image editing. To change the default settings, click the button while holding down the **Ctrl** key and choose the **Software Button**.



If you want to scan and then crop a portion of a page after pre-scanning the document, check the **Show Scanner Interface** box.

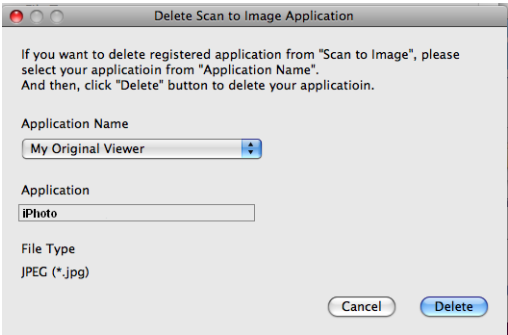
Change the other settings, if needed.

To change the destination application, choose the appropriate application from the **Target Application** drop-down list. You can add an application to the list by clicking **Add**.



Enter the **Application Name** (up to 30 characters) and choose your preferred application by clicking the **Browse** button. Also choose the **File Type** from the drop-down list.

You can delete an application that you have added. Just choose the **Application Name** and click the **Delete** button.



**Note**

This function is also available for **Scan to E-mail** and **Scan to OCR**. The window may vary depending on the function.

If you choose **Secure PDF** from the **File Type** list, the **Set PDF Password** dialog box appears. Enter your password in the **Password** and **Re-type Password** boxes and then click **OK**.



**Note**

**Secure PDF** is also available for Scan To E-mail and Scan To File.

## OCR (word processing application)

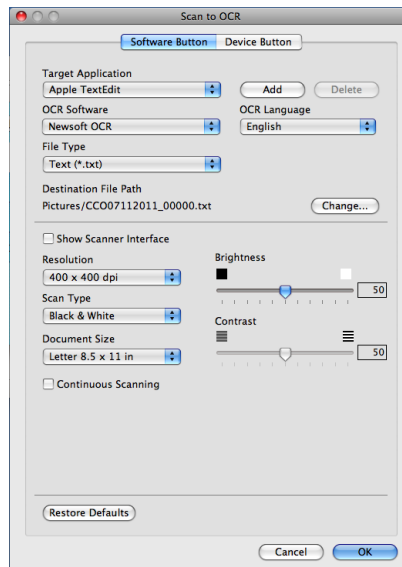
**Scan to OCR** converts the graphic page image data into text which can be edited by any word processing application. You can change the default word processing application.



### Note

To use this feature, you must install Presto! PageManager from Brother Support on the installation CD-ROM or go to [http://nj.newsoft.com.tw/download/brother/PM9SEInstaller\\_BR\\_multilang.dmg](http://nj.newsoft.com.tw/download/brother/PM9SEInstaller_BR_multilang.dmg).

To configure **Scan to OCR**, click the button while holding down the **Ctrl** key and choose **Software Button**.

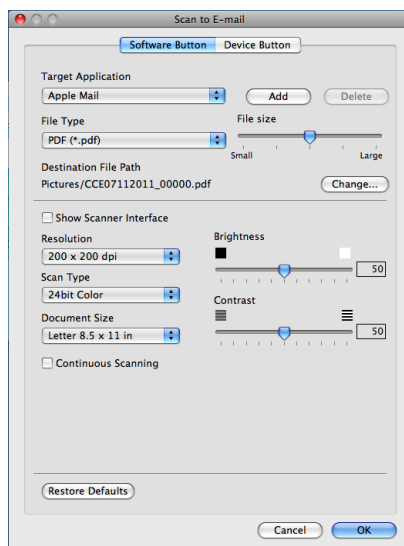


To change the word processing application, choose the destination word processing application from the **Target Application** drop-down list. You can add an application to the list by clicking the **Add** button. To delete an application, click the **Delete** button.

If you want to scan and then crop a portion of a page after pre-scanning the document, check the **Show Scanner Interface** box.

## E-mail

The **Scan to E-mail** feature lets you scan a document to your default E-mail application, so you can send the scanned job as an attachment. To change the default E-mail application or attachment file type, click the button while holding down the **Ctrl** key and choose the **Software Button**.



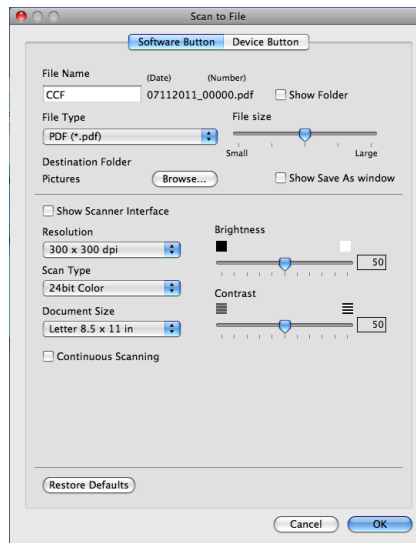
To change the E-mail application, choose your preferred E-mail application from the **Target Application** drop-down list. You can add an application to the list by clicking **Add**<sup>1</sup>. To delete an application, click **Delete**.

<sup>1</sup> When you first start ControlCenter2 a default list of compatible E-mail applications will appear in the drop-down list. If you are having trouble using a custom application with ControlCenter2 you should choose an application from the list.

If you want to scan and then crop a portion of a page after pre-scanning the document, check the **Show Scanner Interface** box.

## File

The **Scan to File** button lets you scan an image to a folder on your hard drive in any file format. This lets you easily archive your paper documents. To configure the file type and folder, click the button while holding down the **Ctrl** key and choose the **Software Button**.



You can change the File Name. Enter the file name you want to use for the document (up to 100 characters) in the **File Name** box. The File name will be the file name you registered, current date and sequential number.

Choose the file type for the saved image from the **File Type** drop-down list. You can save the file to the default folder, or choose your preferred folder by clicking **Browse**.

To show where the scanned image is saved when scanning is finished, check the **Show Folder** box. To specify the destination of the scanned image everytime, check **Show Save As window** box.

If you want to scan and then crop a portion of a page after pre-scanning the document, check the **Show Scanner Interface** box.

## CUSTOM SCAN

There are four buttons which you can configure to fit your scanning needs.

To customize a button, click the button while holding down the **Ctrl** key, and the configuration window appears. There are four scan functions: **Scan to Image**, **Scan to OCR**, **Scan to E-mail** and **Scan to File**.

### ■ Scan to Image

Lets you scan a page directly into any image viewer/editor software. You can choose any image editor application on your computer as a destination.

### ■ Scan to OCR

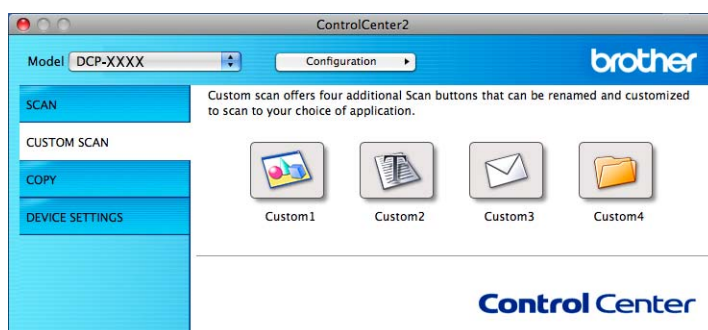
Converts scanned documents into editable text files. You can choose the destination application for the editable text. You must download Presto! PageManager and install it on your computer. For installation information see *Using Presto! PageManager* >> page 118.

### ■ Scan to E-mail

Attaches the scanned images to an E-mail message. You can also choose the file attachment type and create a quick send list of E-mail addresses chosen from your E-mail address book.

### ■ Scan to File

Lets you save a scanned image to any folder on a local or network hard drive. You can also choose the file type to be used.



## File types

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Choose the type of file to save the scanned images as from the drop-down list.

### For Scan to Image, Scan to E-mail and Scan to File

- Windows® Bitmap (\*.bmp)
- JPEG (\*.jpg)
- TIFF (\*.tif)
- TIFF Multi-Page (\*.tif)
- Portable Network Graphics (\*.png)
- PDF (\*.pdf)
- Secure PDF (\*.pdf)
- Searchable PDF (\*.pdf)

### For Scan to OCR

- Text (\*.txt)
- Rich Text Format (\*.rtf)
- HTML (\*.htm)
- Excel 97 (\*.xls)
- Searchable PDF (\*.pdf)



#### Note

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- If you set the file type to TIFF or TIFF Multi-Page, you can choose **Uncompressed** or **Compressed**.
  - When you want to scan a document with multiple pages, check **Continuous Scanning** and follow the on-screen instructions.
  - Searchable PDF is a file format that includes the text data layer over a scanned image. This layer allows you to search the text on the image data. The OCR language setting must be set to match the language you want to make the searchable PDF for.
  - To choose Searchable PDF (\*.pdf), you must install Presto! PageManager from Brother Support on the installation CD-ROM or go to [http://nj.newsoft.com.tw/download/brother/PM9SEInstaller\\_BR\\_multilang.dmg](http://nj.newsoft.com.tw/download/brother/PM9SEInstaller_BR_multilang.dmg).
- 

## Document Size

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You can choose the document size from the pull-down list. If you choose a 1 to 2 document size, such as **1 to 2 (A4)**, the scanned image will be divided into two A5 size documents.

If you choose 2 in 1 document size, such as **2 in 1 (Letter)**, the scanned images will be combined into one Ledger size document.

## User-defined button

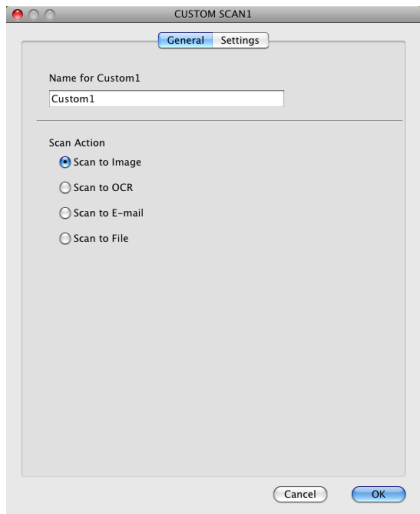
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To customize a button, click the button while holding down the **Ctrl** key, the configuration window will appear. Follow these guidelines for button configuration.

# Scan to Image

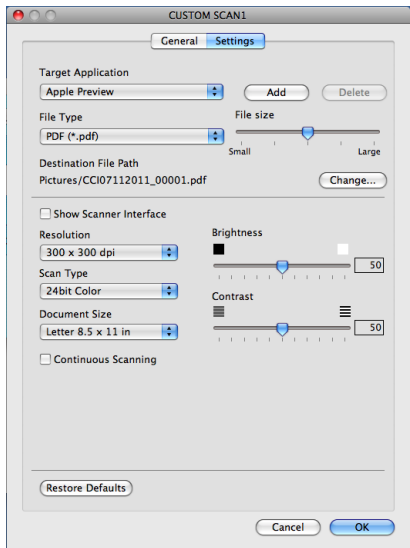
## ■ General tab

Enter a name in **Name for Custom** (up to 30 characters) to create the button name.  
Choose the type of scan from the **Scan Action** field.



## ■ Settings tab

Choose the **Target Application**, **File Type**, **Resolution**, **Scan Type**, **Document Size**, **Show Scanner Interface**, **Brightness** and **Contrast** settings.



If you choose **Secure PDF** from the **File Type** list, the **Set PDF Password** dialog box appears. Enter your password in the **Password** and **Re-type Password** boxes and then click **OK**.

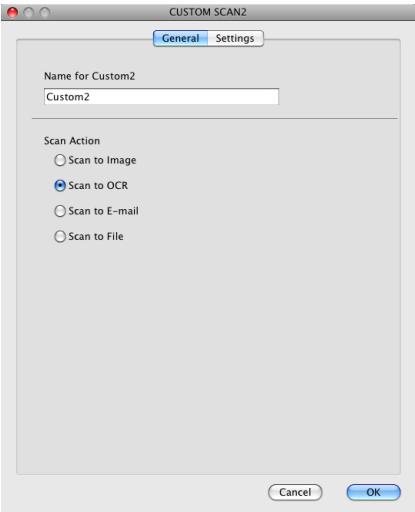


**Note** **Secure PDF** is also available for Scan to E-mail and Scan to File.

# Scan to OCR

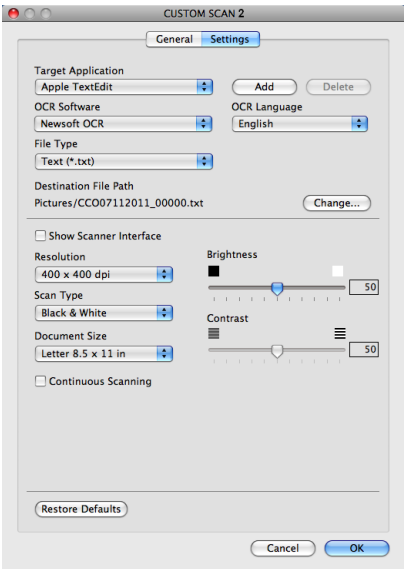
## ■ General tab

Enter a name in **Name for Custom** (up to 30 characters) to create the button name.  
Choose the type of scan from the **Scan Action** field.



## ■ Settings tab

Choose the **Target Application**, **File Type**, **OCR Software**, **OCR Language**, **Resolution**, **Scan Type**, **Document Size**, **Show Scanner Interface**, **Brightness** and **Contrast** settings.

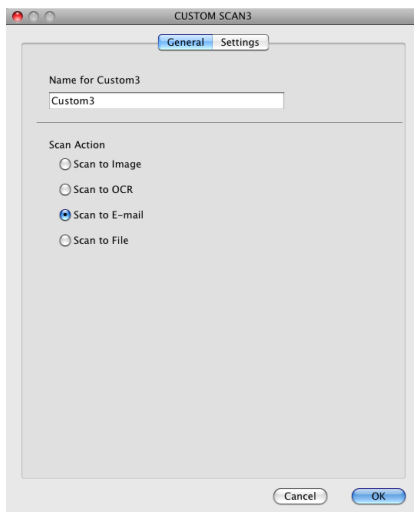


## Scan to E-mail

### ■ General tab

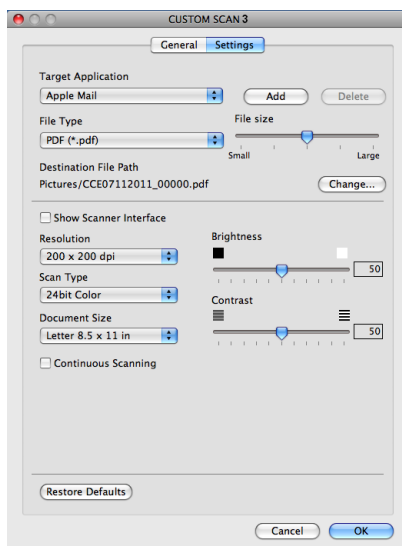
Enter a name in **Name for Custom** (up to 30 characters) to create the button name.

Choose the type of scan from the **Scan Action** field.



### ■ Settings tab

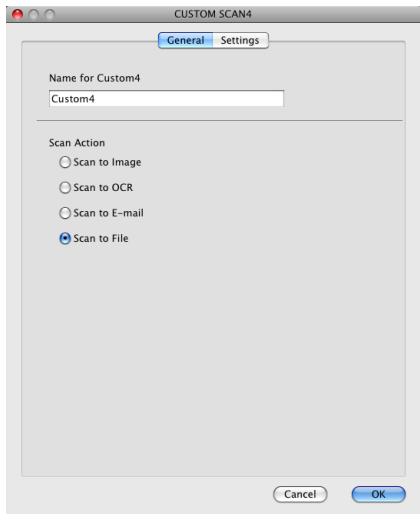
Choose the **Target Application**, **File Type**, **Resolution**, **Scan Type**, **Document Size**, **Show Scanner Interface**, **Brightness** and **Contrast** settings.



# Scan to File

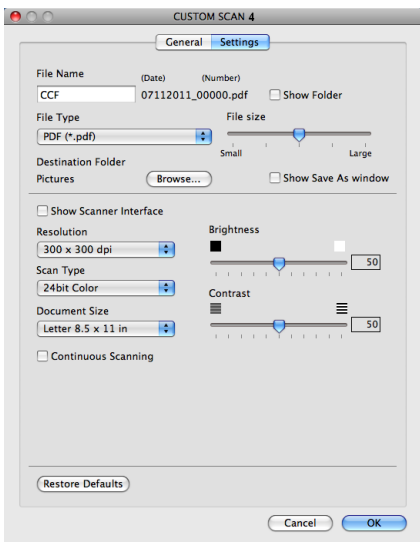
## ■ General tab

Enter a name in **Name for Custom** (up to 30 characters) to create the button name.  
Choose the type of scan from the **Scan Action** field.



## ■ Settings tab

Choose the file format from the **File Type** drop-down list. Save the file to the default folder or choose your preferred folder by clicking the **Browse** button.  
Choose the **Resolution**, **Scan Type**, **Document Size**, **Show Scanner Interface**, **Brightness** and **Contrast** settings.  
If you want to specify the destination of the scanned image, check the **Show Save As window**.  
If you want to scan and then crop a portion of a page after pre-scanning the document, check the **Show Scanner Interface** box.



## COPY (Mac OS X 10.5.8, 10.6.x)

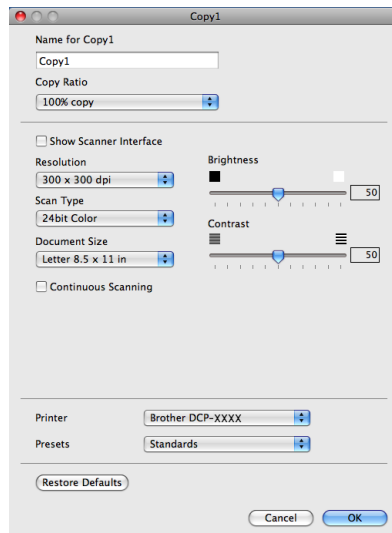
COPY - Lets you use your computer and any printer driver for enhanced copy operations. You can scan a page on the machine and print the copies using any of the features of the machine's printer driver, or you can direct the copy output to any standard printer driver installed on your computer (including network printers).

You can configure up to four buttons with your preferred settings.

The **Copy1-Copy4** buttons can be customized to let you use advanced copy features such as N in 1 printing.



To use the **Copy** buttons, configure the printer driver by clicking the button while holding down the **Ctrl** key.



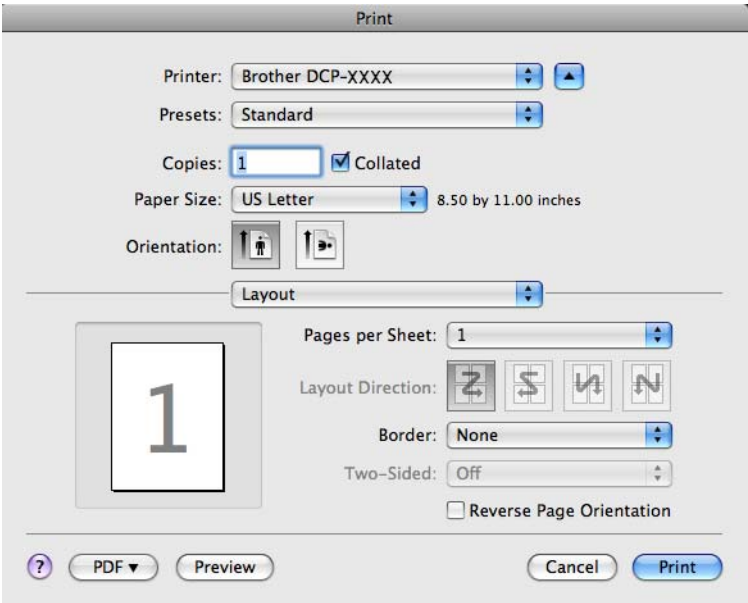
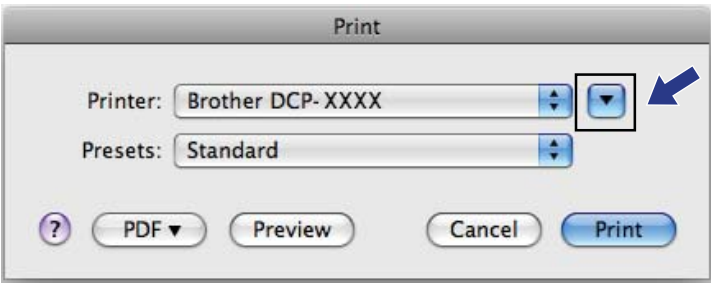
Enter a name in **Name for Copy** (up to 30 characters) and choose **Copy Ratio**.

Choose the **Resolution**, **Scan Type**, **Document Size**, **Show Scanner Interface**, **Brightness** and **Contrast** settings to be used.

Before finishing the **Copy** button configuration, set the **Printer**. Then choose your print settings from the **Presets** drop-down list, then click **OK** to close the dialog box. By clicking the configured copy button, the print dialog box opens.

For more options click the triangle beside the **Printer** drop-down list.

To copy, click **Print**.



## DEVICE SETTINGS

You can configure the machine's settings or check ink levels by clicking a button.

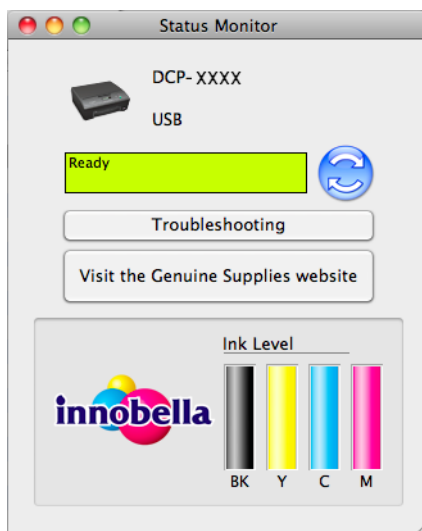
### ■ Ink Level

Lets you open the Brother Status Monitor, which displays the ink level for each cartridge.



### Ink Level

The **Ink Level** button opens the **Status Monitor** window, which displays the ink level for each cartridge.





# Using the Scan key

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**USB cable scanning**

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**Network Scanning**

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## Using the Scan key over a USB cable connection



### Note

If you use your machine on a network, see *Network Scanning* >> page 145.

You can use the (**SCAN**) key on the control panel to scan documents directly into your word processing, graphics or E-mail applications, to a folder on your computer.

Before you can use the (**SCAN**) key, you must install the Brother MFL-Pro Suite software and connect the machine to your computer. If you installed the MFL-Pro Suite from the included CD-ROM, then the correct drivers and the ControlCenter software are installed. Scanning using the (**SCAN**) key uses the configuration of the **Device Scan Settings** screen of ControlCenter4 or **Device Button** tab of ControlCenter2. (For Windows®, see *Scan tab* >> page 61 when choosing **Home Mode**, see *Scan tab* >> page 72 when choosing **Advanced Mode**. For Macintosh, see *SCAN* >> page 123.) For details about how to configure the scan settings and to launch the application of your choice using the (**SCAN**) key, see *ControlCenter4* >> page 55 (Windows®) or *ControlCenter2* >> page 121 (Macintosh).

## Scan to E-mail

You can scan either a black and white or color documents into your E-mail application as a file attachment.

- 1 Load your document.
- 2 Press (**SCAN**).
- 3 Press ▲ or ▼ to choose *Scan to E-mail*. Press **OK**.
- 4 Press **Black Start** or **Color Start**.  
The machine starts scanning the document, creates a file attachment, and launches your E-mail application, displaying the new message waiting to be addressed.



### Note

#### (Windows®)

- The scan type depends on the settings of the **Device Scan Settings** screen in ControlCenter4. **Black Start** or **Color Start** does not change the settings.
- If you want to change between color and black and white scanning, click **Help** in ControlCenter4.


#### (Macintosh)

- The scan type depends on the settings of the **Device Button** tab in ControlCenter2. **Black Start** or **Color Start** does not change the settings.

- If you want to change between color and black and white scanning, choose color or black and white in the scan type option on the **Device Button** tab in the ControlCenter2 configuration screen. (See *SCAN* >> page 123.)

## Scan to Image

You can scan a black and white or color document into your graphics application for viewing and editing.

- 1 Load your document.
- 2 Press  (**SCAN**).
- 3 Press ▲ or ▼ to choose *Scan to Image*. Press **OK**.
- 4 Press **Black Start** or **Color Start**.  
The machine starts the scanning process.



### Note

#### (Windows®)


- The scan type depends on the settings of the **Device Scan Settings** screen in ControlCenter4. **Black Start** or **Color Start** does not change the settings.
- If you want to change between color and black and white scanning, click **Help** in ControlCenter4.

#### (Macintosh)

- The scan type depends on the settings of the **Device Button** tab in ControlCenter2. **Black Start** or **Color Start** does not change the settings.
- If you want to change between color and black and white, choose color or black and white in the scan type option on the **Device Button** tab in the ControlCenter2 configuration screen. (See *SCAN* >> page 123.)

## Scan to OCR

If your original document is text, you can use Nuance™ PaperPort™ 12SE or Presto! PageManager to scan the document and convert it into a text file which can then be edited in your favorite word processing software.

- 1 Load your document.
- 2 Press  (**SCAN**).
- 3 Press ▲ or ▼ to choose *Scan to OCR*. Press **OK**.
- 4 Press **Black Start** or **Color Start**.  
The machine starts the scanning process.

**Note****(Windows®)**


- The scan type depends on the settings of the **Device Scan Settings** screen in ControlCenter4. **Black Start** or **Color Start** does not change the settings.
- If you want to change between color and black and white scanning, click **Help** in ControlCenter4.
- Nuance™ PaperPort™ 12SE must be installed on your computer.

**(Macintosh)**

- The scan type depends on the settings of the **Device Button** tab in ControlCenter2. **Black Start** or **Color Start** does not change the settings.
- You must download Presto! PageManager and install it on your computer for the OCR feature to work from the **SCAN** key or ControlCenter2. For installation information see *Using Presto! PageManager* >> page 118.
- The Scan to OCR function is available for English, French, German, Dutch, Italian, Spanish, Brazilian Portuguese, Danish, Swedish, Japanese, Traditional Chinese, Simplified Chinese and Korean.

## Scan to File

You can scan a black and white or a color document into your computer and save it as a file in the folder you choose. The file type and specific folder are based on your chosen settings in the Scan to File configuration screen of ControlCenter. (For Windows®, see *Scan tab* >> page 61 when choosing **Home Mode**, see *Scan tab* >> page 72 when choosing **Advanced Mode**. For Macintosh, see *SCAN* >> page 123.)

- 1 Load your document.
- 2 Press  (**SCAN**).
- 3 Press ▲ or ▼ to choose **Scan to File**. Press **OK**.
- 4 Press **Black Start** or **Color Start**. The machine starts the scanning process.

**Note****(Windows®)**

- The scan type depends on the settings of the **Device Scan Settings** screen in ControlCenter4. **Black Start** or **Color Start** does not change the settings.
- If you want to change between color and black and white scanning, or the file name of scanned documents, click **Help** in ControlCenter4.

**(Macintosh)**

- The scan type depends on the settings of the **Device Button** tab in ControlCenter2. **Black Start** or **Color Start** does not change the settings.

- If you want to change between color and black and white scanning, choose color or black and white in the scan type option on the **Device Button** tab in the ControlCenter2 configuration screen. (See *SCAN* >> page 123.)
  - If you want to change the file name of scanned documents, enter the file name in the **File Name** section on the **Device Button** tab in the ControlCenter2 configuration screen. (See *SCAN* >> page 123.)
-

To use the machine as a network scanner, the machine must be configured with a TCP/IP address. You can set or change the address settings from the control panel (►►Network User's Guide: *Control panel setup*) or by using the BRAdmin Light software. If you installed the machine following the instructions for a network user in the *Quick Setup Guide* then the machine should already be configured for your network.



## Note

- For network scanning, a maximum of 25 clients can be connected to one machine on a network. For example, if 30 clients try to connect at a time, 5 of those clients will not be shown on the LCD.

- **(Windows®)**

If your computer is protected by a firewall, and is unable to network scan, you may need to configure the firewall settings. If you are using Windows® Firewall and you installed MFL-Pro Suite from the CD-ROM, the necessary Firewall settings have already been made. For more information, see *Firewall settings (For Network users)* ►► page 85.

## Before using Network Scanning

### Network license (Windows®)

This product includes a computer license for up to 2 users.

This license supports the installation of the MFL-Pro Suite software including Nuance™ PaperPort™ 12SE on up to 2 PCs on the network.

If you want to use more than 2 PCs with Nuance™ PaperPort™ 12SE installed, please buy the Brother NL-5 pack which is a multiple computer license agreement pack for up to 5 additional users. To buy the NL-5 pack, contact your Brother dealer.

### Configuring Network Scanning for Windows®

If you are using a different machine than the one that was originally registered to your computer during the installation of the MFL-Pro Suite software follow the steps below.

1

(Windows® XP)

Click the **Start** button, **Control Panel**, **Printers and Other Hardware**, then **Scanners and Cameras** (or **Control Panel**, **Scanners and Cameras**).

(Windows Vista®)

Click the  button, **Control Panel**, **Hardware and Sound**, then **Scanners and Cameras**.

(Windows® 7)

Click the  button, **All Programs**, **Brother**, **DCP-XXXX**, **Scanner Settings**, then **Scanners and Cameras**.

**2** Do one of the following:

## ■ Windows® XP

Right-click the Scanner Device icon and choose **Properties**.

The Scanner Properties dialog box appears.

## ■ Windows Vista® and Windows® 7

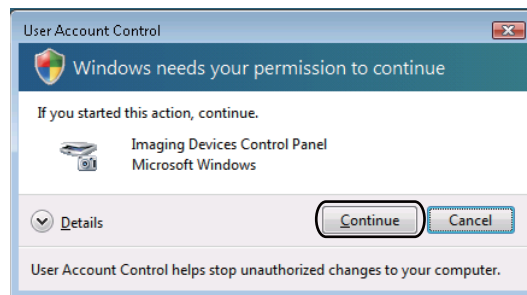
Click the **Properties** button.

**Note**

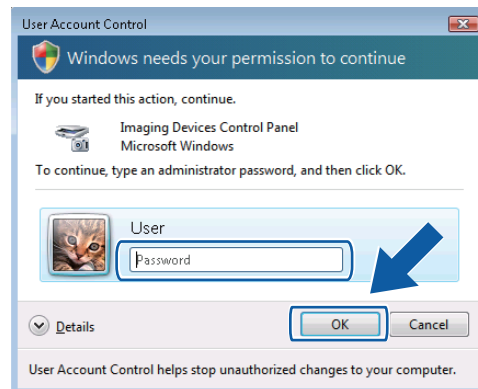
(Windows Vista® and Windows® 7)

If the **User Account Control** screen appears, do one of the following:

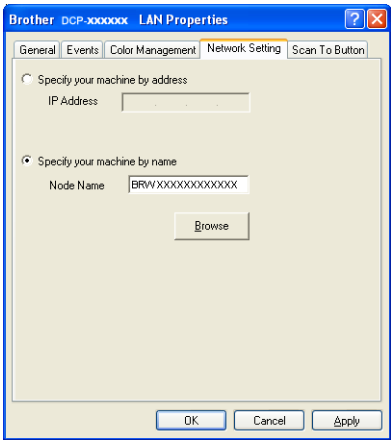
- For users who have administrator rights: Click **Continue** or **Yes**.



- For users who do not have administrator rights: Enter the administrator password and click **OK** or **Yes**.



- 3 Click the **Network Setting** tab and choose the appropriate connection method.

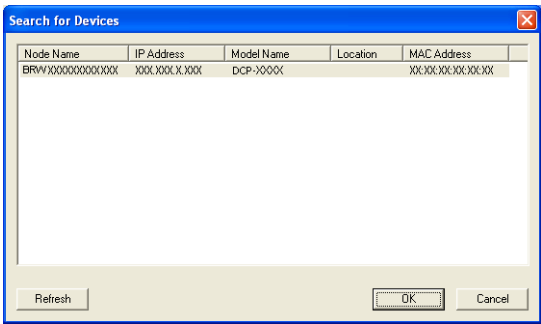


**Specify your machine by address**

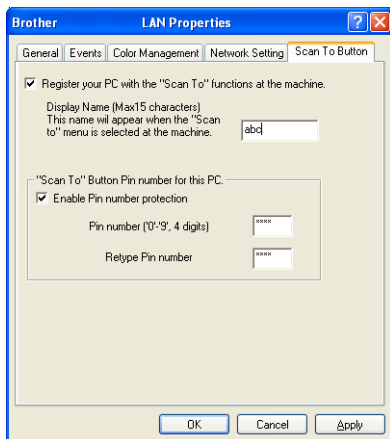
Enter the IP address of the machine in **IP Address**, and then click **Apply** or **OK**.

**Specify your machine by name**

- 1 Enter the machine’s node name in **Node Name**, or click **Browse** and choose the machine you want to use.
- 2 Click **OK**.



- 4 Click the **Scan To Button** tab and enter your computer name in the **Display Name** field. The machine's LCD displays the name you enter. The default setting is your computer name. You can enter any name that you like.



- 5 If you want to avoid receiving unwanted documents, enter a 4-digit PIN number in the **Pin number** and **Retype Pin number** fields. To send data to a computer protected by a PIN number, the LCD prompts you to enter the PIN number before the document can be scanned and sent to the computer. (See *Using the Scan key on your network* >> page 150.)

## Configuring network scanning for Macintosh

If you want to scan from the machine on a network, you must choose the networked machine in the Device Selector application located in **Macintosh HD/Library/Printers/Brother/Utilities/DeviceSelector** or from the **Model** drop-down list in the main screen of ControlCenter2. If you have already installed the MFL-Pro Suite software following the network installation steps in the *Quick Setup Guide* then this selection should already be made.

To use the machine as a network scanner, the machine must be configured with a TCP/IP address. You can set or change the address settings from the control panel. >>Network User's Guide: *Control Panel Setup*

- 1 From **Library**, choose **Printers, Brother, Utilities** and **DeviceSelector**, and then double-click **Device Selector**.  
The **Device Selector** window appears. This window can also be opened from ControlCenter2. For more information, see *Using ControlCenter2* >> page 121.
- 2 Specify your machine by IP address or mDNS service name. To change the IP address, enter the new IP address.  
You can also choose a machine from the list of the machines available. Click **Browse** to show the list.



3 Click **OK**.

#### Note

- To use the **SCAN** key features on the machine, click the check box for **Register your computer with the "Scan To" functions at the machine**. Then enter the name you want to be displayed on the machine's LCD for your computer. You can use up to 15 characters.
- You can avoid receiving unwanted documents by setting a 4-digit PIN number. Enter your PIN number in the **PIN number** and **Retype PIN number** fields. To send data to a computer protected by a PIN number, the LCD prompts you to enter the PIN number before the document can be scanned and sent to the machines. (See *Using the Scan key on your network* >> page 150.)



## Using the Scan key on your network




### Note

If your machine is connected by USB, see *USB cable scanning* >> page 141.

### Scan to E-mail (PC)

When you choose Scan to E-mail (PC), your document will be scanned and sent directly to the computer you designated on your network. The ControlCenter software will launch the default E-mail application on the designated computer. You can scan and send a black and white or color document from the computer as an E-mail attachment.

- 1 Load your document.
- 2 Press  (**SCAN**).
- 3 Press ▲ or ▼ to choose **Scan to E-mail**.  
Press **OK**.
- 4 Press ▲ or ▼ to display the destination computer you want to use for E-mailing your document.  
Press **OK**.  
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination computer as explained in the Note below.  
Press **OK**.



### Note

Press ▲ or ▼ to select the first digit of the PIN number. Press **OK** to move the cursor, then use ▲ or ▼ to select the second digit. Repeat until you have entered all four digits of the PIN number.

- 5 Press **Black Start** or **Color Start**.  
The machine starts the scanning process.



### Note

#### (Windows®)


- The scan type depends on the settings of the **Device Scan Settings** screen in ControlCenter4. **Black Start** or **Color Start** does not change the settings.
- If you want to change between color and black and white scanning, click **Help** in ControlCenter4.

#### (Macintosh)

- The scan type depends on the settings of the **Device Button** tab in ControlCenter2. **Black Start** or **Color Start** does not change the settings.
- If you want to change between color and black and white scanning, choose color or black and white in the scan type option on the **Device Button** tab in the ControlCenter2 configuration screen. (See *SCAN* >> page 123.)

## Scan to Image

When you choose Scan to Image, your document will be scanned and sent directly to the computer you selected on your network. The ControlCenter software will launch the default graphics application on the designated computer.

- 1 Load your document.
- 2 Press  (**SCAN**).
- 3 Press ▲ or ▼ to choose *Scan to Image*. Press **OK**.
- 4 Press ▲ or ▼ to display the destination computer you want to send to. Press **OK**.  
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination computer as explained in the Note below. Press **OK**.



### Note

Press ▲ or ▼ to select the first digit of the PIN number. Press **OK** to move the cursor, then use ▲ or ▼ to select the second digit. Repeat until you have entered all four digits of the PIN number.

- 5 Press **Black Start** or **Color Start**.  
The machine starts the scanning process.



### Note

#### (Windows®)


- The scan type depends on the settings of the **Device Scan Settings** screen in ControlCenter4. **Black Start** or **Color Start** does not change the settings.
- If you want to change between color and black and white scanning, click **Help** in ControlCenter4.

#### (Macintosh)

- The scan type depends on the settings of the **Device Button** tab in ControlCenter2. **Black Start** or **Color Start** does not change the settings.
- If you want to change between color and black and white scanning, choose color or black and white in the scan type option on the **Device Button** tab in the ControlCenter2 configuration screen. (See *SCAN* >> page 123.)

## Scan to OCR

When you choose Scan to OCR, your document will be scanned and sent directly to the computer you designated on your network. The ControlCenter software will launch the Nuance™ PaperPort™ 12SE with OCR software or Presto! PageManager and convert your document into text that can be viewed and edited from a word processing application on the designated computer.

- 1 Load your document.
- 2 Press  (**SCAN**).
- 3 Press ▲ or ▼ to choose **Scan to OCR**. Press **OK**.
- 4 Press ▲ or ▼ to display the destination computer you want to send to. Press **OK**.  
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination computer as explained in the Note below.  
Press **OK**.



#### Note

Press ▲ or ▼ to select the first digit of the PIN number. Press **OK** to move the cursor, then use ▲ or ▼ to select the second digit. Repeat until you have entered all four digits of the PIN number.

- 5 Press **Black Start** or **Color Start**.  
The machine starts the scanning process.



#### Note

##### (Windows®)


- The scan type depends on the settings of the **Device Scan Settings** screen in ControlCenter4. **Black Start** or **Color Start** does not change the settings.
- If you want to change between color and black and white scanning, click **Help** in ControlCenter4.
- Nuance™ PaperPort™ 12SE must be installed on your computer.

##### (Macintosh)

- The scan type depends on the settings of the **Device Button** tab in ControlCenter2. **Black Start** or **Color Start** does not change the settings.
- You must download Presto! PageManager and install it on your computer for the OCR feature to work from the **SCAN** key or ControlCenter2. For installation information see *Using Presto! PageManager* >> page 118.
- The Scan to OCR function is available for English, French, German, Dutch, Italian, Spanish, Brazilian Portuguese, Danish, Swedish, Japanese, Traditional Chinese, Simplified Chinese and Korean.

## Scan to File

When you choose Scan to File, you can scan a black and white or color document and send it directly to a computer you designated on your network. The file will be saved in the folder and file format that you have configured in ControlCenter.

- 1 Load your document.
- 2 Press  (**SCAN**).

- 3 Press ▲ or ▼ to choose **Scan to File**.  
Press **OK**.
- 4 Press ▲ or ▼ to display the destination computer you want to send to.  
Press **OK**.  
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination computer as explained in the Note below.  
Press **OK**.



#### Note

Press ▲ or ▼ to select the first digit of the PIN number. Press **OK** to move the cursor, then use ▲ or ▼ to select the second digit. Repeat until you have entered all four digits of the PIN number.

- 5 Press **Black Start** or **Color Start**.  
The machine starts the scanning process.



#### Note

##### (Windows®)

- The scan type depends on the settings of the **Device Scan Settings** screen in ControlCenter4. **Black Start** or **Color Start** does not change the settings.
- If you want to change between color and black and white scanning, or the file name of scanned documents, click **Help** in ControlCenter4.

##### (Macintosh)

- The scan type depends on the settings of the **Device Button** tab in ControlCenter2. **Black Start** or **Color Start** does not change the settings.
- If you want to change between color and black and white scanning, choose color or black and white in the scan type option on the **Device Button** tab in the ControlCenter2 configuration screen. (See **SCAN** ►► page 123.)
- If you want to change the file name of scanned documents, enter the file name in the File Name section on the **Device Button** tab in the ControlCenter2 configuration screen. (See **SCAN** ►► page 123.)

## Using Web Services for scanning on your network (Windows Vista® SP2 or later and Windows® 7)

The Web Services protocol enables Windows Vista® (SP2 or later) and Windows® 7 users to scan using a Brother machine on the network. You must install the driver via Web Services. Refer to the Network Glossary noted below for information about installing Web Services.

➤➤ Network Glossary: *Installing drivers used for printing and scanning via Web Services (Windows Vista® and Windows® 7)*




### Note


- For network scanning, a maximum of 5 clients can be connected to one machine on the network. For example, if 8 clients try to connect at a time, 3 of those clients will not be shown on the LCD.
- Five clients can be added to the list shown on the LCD. If five clients are already shown in the list, you can add additional clients by first uninstalling Web Services from one or more of the clients shown on the LCD, installing Web Services in the computer corresponding to the client that you want to add, and then turning the Brother machine off and then on.

To uninstall Web Services from a computer, follow the instructions below.

#### 1 (Windows Vista®)

Click the  button, then choose **Network**.

(Windows® 7)

Click the  button, **Control Panel**, **Network and Internet**, and then **View network computers and devices**.

#### 2 The machine's Web Services Name will be shown with the printer icon. Right-click the machine you want to uninstall.

#### 3 From the pull down menu, click **Uninstall**.

- If your computer is protected by a firewall and is unable to network scan, you may need to configure the firewall settings. For more information, see *Firewall settings (For Network users)* ➤➤ page 85.

## Using Web Services for scanning on your network from a computer (Windows Vista® SP2 or later and Windows® 7)

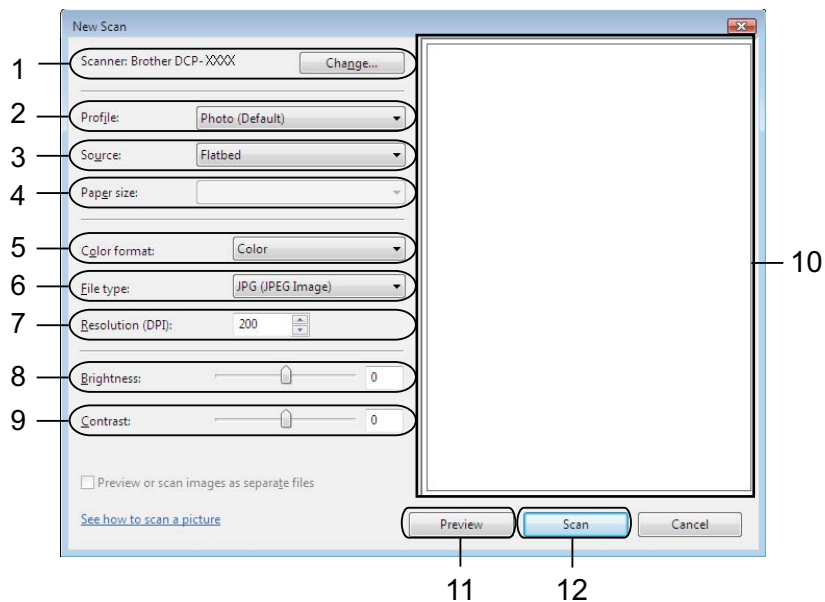
Scanning using the Web Services protocol is also available from your computer.

- 1 Load your document.
- 2 Open your software application to scan the document.
- 3 Do one of the following:
  - Windows® Photo Gallery  
Click **File**, then **Import from Camera or Scanner**.

■ Windows® Fax and Scan

Click **File**, **New**, then **Scan**.

- 4 Choose the scanner you want to use.
- 5 Click **Import** or **OK**.  
The Scan dialog box appears.
- 6 Adjust the following settings, if needed, in the Scanner dialog box:



- 1 **Scanner**
- 2 **Profile**
- 3 **Source**
- 4 **Paper size**
- 5 **Color format**
- 6 **File type**
- 7 **Resolution** (Up to 300 dpi)
- 8 **Brightness**
- 9 **Contrast**
- 10 Scanning area
- 11 **Preview**
- 12 **Scan**

- 7 Click **Scan** on the Scan dialog box.  
The machine starts scanning the document.

**Note**


If the LCD shows `Out of Memory`, decrease the **Resolution** setting.

## Using Web Services for scanning on your network from the Brother machine (Windows Vista® SP2 or later and Windows® 7)

The menu that allows you to use Web Services for scanning is displayed on your Brother machine's LCD if you have installed the driver for scanning via Web Services. >>Network Glossary: *Installing drivers used for printing and scanning via Web Services (Windows Vista® and Windows® 7)*



**Note**

- Certain characters in the messages displayed on the LCD may be replaced with spaces when the language settings of your OS and your Brother machine are different.
- If the LCD shows `Out of Memory`, decrease the **Resolution** setting. For details, see *Configuring settings for scanning* >> page 156.

- 1 Load your document.
- 2 Press  (**SCAN**).
- 3 Press **▲** or **▼** to choose `Web Service`. Press **OK**.
- 4 Press **▲** or **▼** to choose the type of scan you want to do. Press **OK**.
- 5 Press **▲** or **▼** to display the destination computer you want to send to. Press **OK**.
- 6 Press **Black Start** or **Color Start**. The machine starts the scanning process.

### Configuring settings for scanning

If the LCD shows `Out of Memory`, decrease the **Resolution** setting.

- 1 (Windows Vista®)  
Click the  button, **Control Panel**, **Hardware and Sound**, then **Scanners and Cameras**.  
(Windows® 7)  
Click the  button, **All Programs**, **Brother**, **DCP-XXXX**, **Scanner Settings**, then **Scanners and Cameras**.
- 2 Click your machine, and then click the **Scan Profiles** button. The **Scan Profiles** dialog will appear.

- 3 Choose the scan profile you want to use. Make sure the scanner selected in **Scanner** is a Brother machine that supports Web Services for scanning.  
Click **Set as Default**.
- 4 Click **Edit**. The **Edit Default Profile** dialog will appear.
- 5 Choose the **Source**, **Paper size**, **Color format**, **File type**, **Resolution**, **Brightness** and **Contrast** settings.
- 6 Click **Save Profile**. The settings will be applied when scanning using the Web Services protocol.



#### Note

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If you are requested to choose a software application to scan, choose Windows® Fax and Scan or Windows® Photo Gallery from the list.

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# A

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