Quick Setup Guide

Start Here

CE

DCP-8250DN

Please read the Product Safety Guide first, then read this Quick Setup Guide for the correct setup and installation procedure.
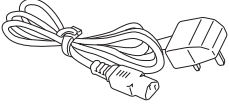To view the Quick Setup Guide in other languages, please visit http://solutions.brother.com/.

1 Unpack the machine and check the components

	Drum Unit and Toner Cartridge Assembly (pre-installed)	**AC Power Cord**
Product Safety Guide	**Installer CD-ROM**	**Quick Setup Guide**

UK/IRE Version 0

1

| ⚠ WARNING	<u>WARNING</u> indicates a potentially hazardous situation which, if not avoided, could result in death or serious injuries.
⚠ CAUTION	<u>CAUTION</u> indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injuries.

⚠ WARNING

- **Plastic bags are used in the packing of your machine. To avoid danger of suffocation, keep these plastic bags away from babies and children. Plastic bags are not toys.**
- **When moving the machine, grasp the side handholds firmly from the front of the machine. The side handholds are located under the scanner. DO NOT carry the machine by holding it at the bottom.**
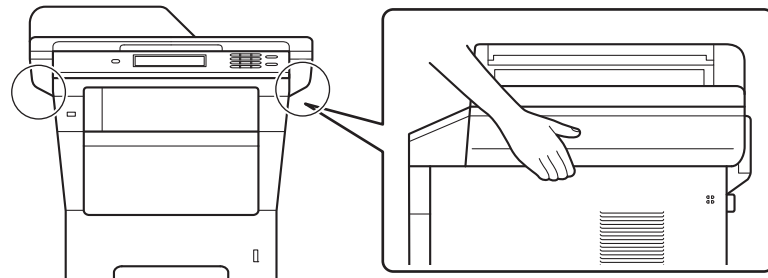

- **This machine is heavy and weighs more than 18.0 kg including paper. To prevent possible injuries at least two people should lift the machine by holding it from the front and back.**
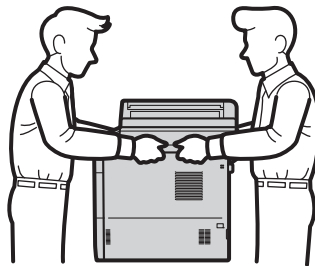
- **If you use a Lower Tray, DO NOT carry the machine with the Lower Tray as you may be injured or cause damage to the machine because it is not attached to the Lower Tray.**

2

✎ Note

• Keep a minimum gap around the machine as shown in the illustration.
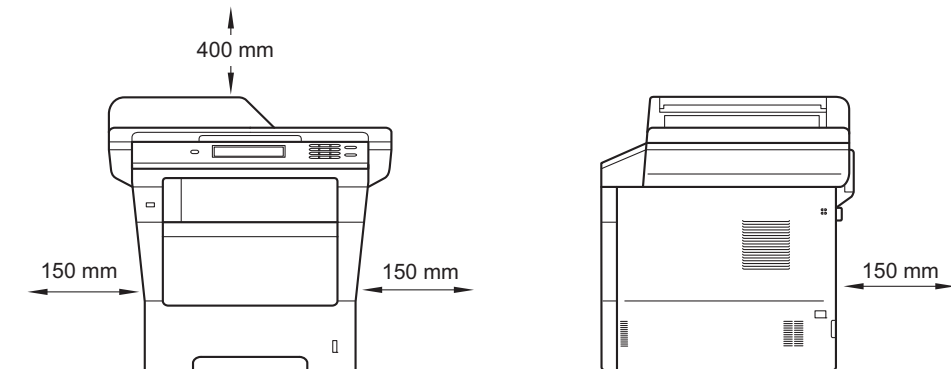
• The components included in the box may differ depending on your country.

• We recommend that you save the original packaging.

• If for any reason you must ship your machine, carefully repack the machine in the original packaging to avoid any damage during transit. The machine should be adequately insured with the carrier. For how to repack the machine, see *Packing and shipping the machine* in the *Advanced User's Guide*.

• The interface cable is not a standard accessory. Buy the appropriate interface cable for the connection you want to use (USB or Network).

USB cable

• It is recommended to use a USB 2.0 cable (Type A/B) that is no longer than 2 metres.

• DO NOT connect the interface cable at this time. Connecting the interface cable is done during the MFL-Pro Suite installation process.

Network cable

Use a straight-through Category 5e (or greater) Shielded Twisted-Pair (STP) cable for 10BASE-T, 100BASE-TX Fast Ethernet Network or 1000BASE-T Gigabit Ethernet Network. When you connect the machine to a Gigabit Ethernet Network, use network devices complying with 1000BASE-T.
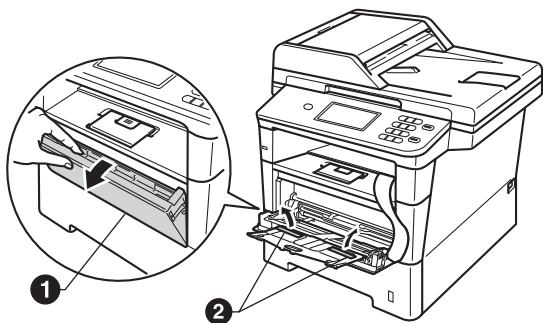
# 2 Remove the packing material from the machine

Important

DO NOT connect the AC power cord yet.

a Remove the packing tape from the outside of the machine and the film covering the scanner glass.

b Open the MP tray ❶, and remove the packing tape ❷ from the MP tray support, then close the MP tray.
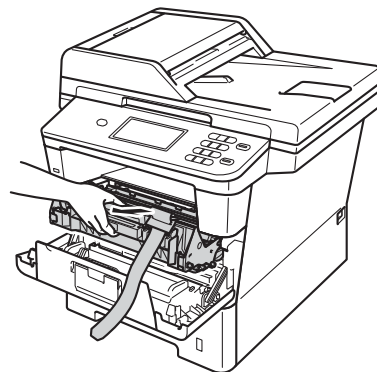

c Press the front cover release button and open the front cover. Remove the silica gel pack ❶.
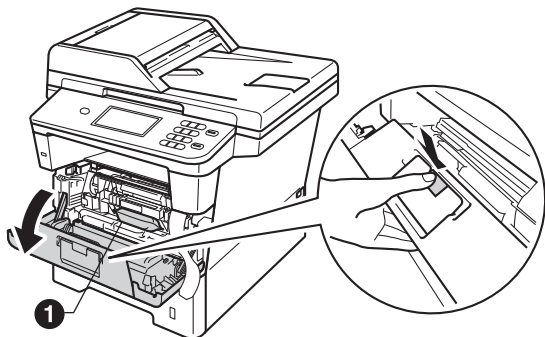
> ⚠ **CAUTION**
>
> DO NOT eat the silica gel pack. Please throw away. If ingested, seek medical attention immediately.
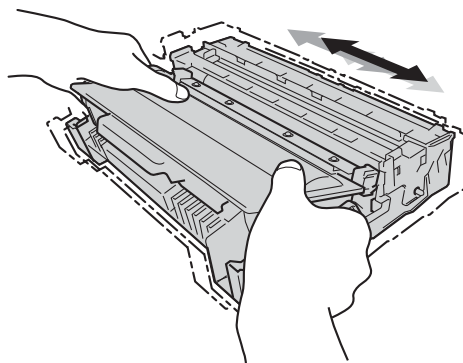
d Take out the drum unit and toner cartridge assembly.

e Remove the orange protective material from the drum unit and toner cartridge assembly.
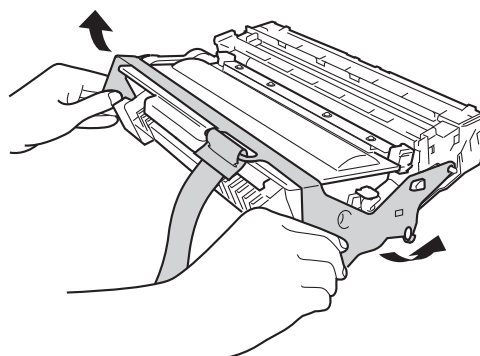
f Hold the drum unit and toner cartridge assembly level with both hands and gently shake it from side to side several times to distribute the toner evenly inside the cartridge.

g Put the drum unit and toner cartridge assembly firmly back in the machine.
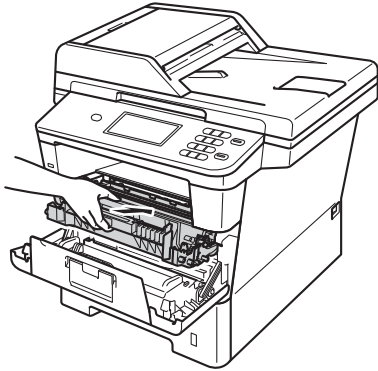
h Close the front cover of the machine.

3 Load paper in the paper tray

a Pull the paper tray completely out of the machine.
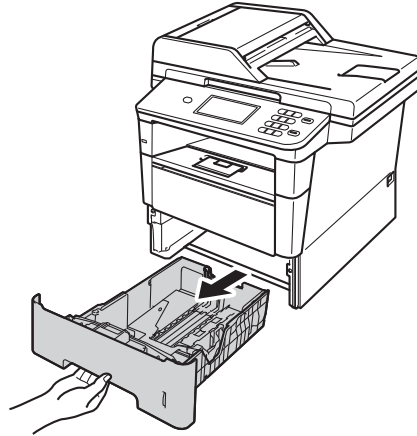
b While pressing the green paper-guide release lever ❶, slide the paper guides to fit the paper size you are loading in the tray. Make sure that the guides are firmly in the slots.

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

d Put the paper in the tray and make sure:

■ The paper is below the maximum paper mark (▼▼▼) ❶.

Over filling the paper tray will cause paper jams.

■ The side to be printed on is face down.

■ The paper guides touch the sides of the paper so it will feed correctly.
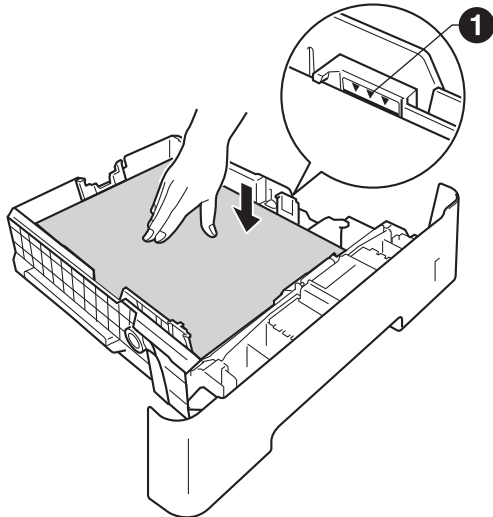
e Put the paper tray firmly back in the machine. Make sure that it is completely inserted into the machine.

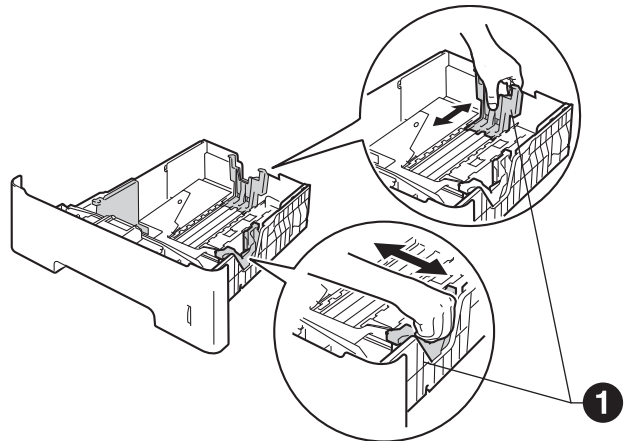**f** Lift up the support flap ❶ to prevent paper from sliding off the face-down output tray.
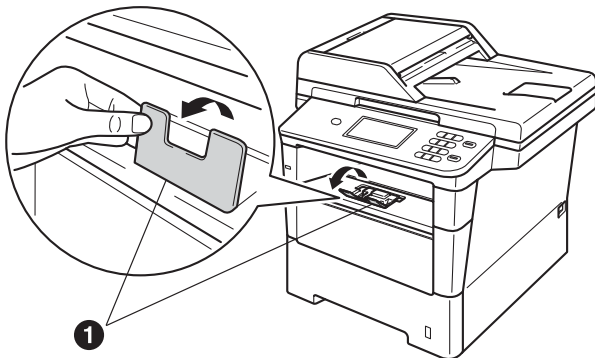
🔍 For more information about recommended paper, see *Recommended paper and print media* in the *Basic User's Guide*.

4 Connect the power cord

❗ Important

DO NOT connect the interface cable yet.

a Connect the AC power cord to the machine and then plug it into an electrical socket.

b Turn the machine's power switch on.

❗ Important

DO NOT touch the Touchscreen immediately after plugging in the power cord or turning the machine on. Doing this may cause an error.

5 Choose your language

a After turning the power switch on, the LCD shows:

Press ▲ or ▼ to display your language and press your language.

b The LCD prompts you to confirm your selection.

If the LCD shows the correct language, press Yes.

—OR—

Press No to go back to step **a** to choose the language again.

📝 **Note**

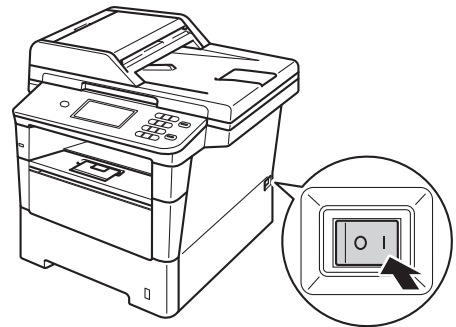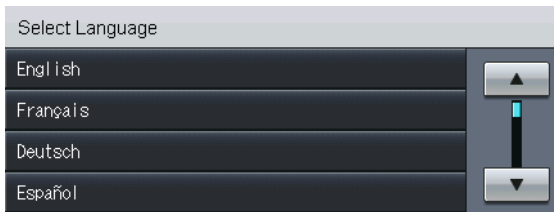If you have set the wrong language, you can change the language from the Menu button on the Touchscreen. (Menu, Initial Setup, Local Language)

6 Set the LCD brightness (if needed)

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

a Press Menu.

b Press ▲ or ▼ to display General Setup. Press General Setup.

c Press ▲ or ▼ to display LCD Settings. Press LCD Settings.

d Press Backlight.

e Press Light, Med or Dark.

f Press **Stop/Exit**.

7 Set the date and time

a Press Menu.

b Press ▲ or ▼ to display Initial Setup. Press Initial Setup.

c Press Date&Time.

d Press Date&Time again.

e Enter the last two digits of the year using the buttons on the Touchscreen, and then press OK.

(e.g. Enter 1, 2 for 2012.)

f Enter the two digits for the month using the buttons on the Touchscreen, and then press OK.

(e.g. Enter 0, 3 for March.)

g Enter the two digits for the day using the buttons on the Touchscreen, and then press OK.

(e.g. Enter 2, 5 for 25th.)

h Enter the time in 24-hour format using the buttons on the Touchscreen, and then press OK.

(e.g. Enter 1, 5, 2, 5 for 15:25.)

i Press **Stop/Exit**.

8 Automatic Daylight Saving Time

You can set the machine to change automatically for Daylight Saving Time. It will reset itself forward one hour in the Spring and backward one hour in the Autumn.

a Press `Menu`.

b Press ▲ or ▼ to display `Initial Setup`.
Press `Initial Setup`.

c Press `Date&Time`.

d Press `Auto Daylight`.

e Press `On` (or `Off`).

f Press **Stop/Exit**.

9 Set the Time Zone

You can set the time zone (not summer time but standard time) on the machine for your location.

a Press `Menu`.

b Press ▲ or ▼ to display `Initial Setup`.
Press `Initial Setup`.

c Press `Date&Time`.

d Press `Time Zone`.

e Press `+` or `-` to set your time zone.
Press `OK`.

f Press **Stop/Exit**.

10 Choose your connection type

These installation instructions are for Windows® XP Home/Windows® XP Professional, Windows® XP Professional x64 Edition, Windows Vista®, Windows® 7, and Mac OS X (versions 10.5.8, 10.6.x and 10.7.x).

> **Note**
> • For Windows Server® 2003/2003 x64 Edition/2008/2008 R2 and Linux®, visit your model page at http://solutions.brother.com/.
> • You can visit us at http://solutions.brother.com/ where you can get product support, the latest driver updates and utilities, and answers to frequently asked questions (FAQs) and technical questions.
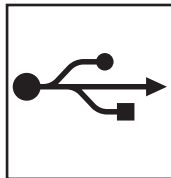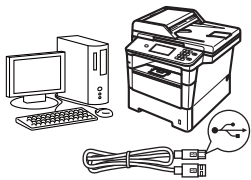
For USB Interface Users
Windows®, go to page 10
Macintosh, go to page 12

USB
Windows®
Macintosh
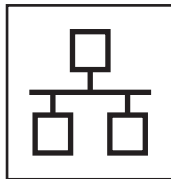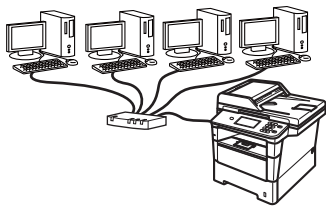
For Wired Network
Windows®, go to page 14
Macintosh, go to page 17

Wired Network
Windows®
Macintosh

For USB Interface Users
(Windows® XP/XP Professional x64 Edition/Windows Vista®/
Windows® 7)

11 Before you install

a Make sure that your computer is ON and you are logged on with Administrator rights.

! Important
- If there are any programs running, close them.
- The screens may differ depending on your operating system.

📝 Note
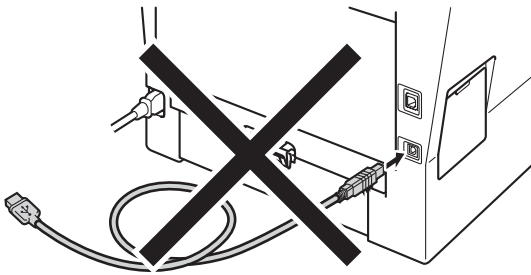The installer CD-ROM includes Nuance™ PaperPort™ 12SE. This software supports Windows® XP (SP3 or greater), XP Professional x64 Edition (SP2 or greater), Windows Vista® (SP2 or greater) and Windows® 7. Update to the latest Windows® Service Pack before installing MFL-Pro Suite.

b Turn off the machine and make sure the USB interface cable is **NOT** connected to the machine. If you have already connected the cable, disconnect it.
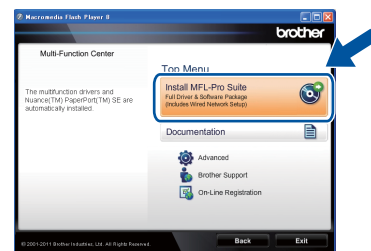

12 Install MFL-Pro Suite

a Put the installer CD-ROM into your CD-ROM drive. If the model name screen appears, choose your machine. If the language screen appears, choose your language.

📝 Note
If the Brother screen does not appear automatically, go to **My Computer (Computer)**, double-click the CD-ROM icon, and then double-click **start.exe**.

b Click **Install MFL-Pro Suite**, and click **Yes** if you accept the license agreements.

📝 Note
- If the installation does not continue automatically, open the top menu again by ejecting and then reinserting the CD-ROM or double-click the **start.exe** program from the root folder, and continue from step **b** to install MFL-Pro Suite.
- For Windows Vista® and Windows® 7 users, when the **User Account Control** screen appears, click **Allow** or **Yes**.
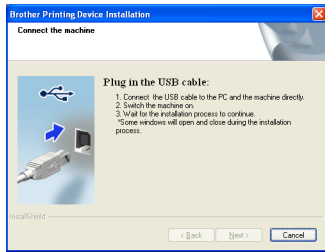
**c** Choose **Local Connection (USB)** and then click **Next**.

📝 Note
If you want to install the PS driver (BR-Script3 printer driver), choose **Custom Install** and then follow the on-screen instructions.

10

d Follow the on-screen instructions until this screen appears.

e Connect the USB cable to the USB port

marked with the 🔌 symbol on your machine and then connect the cable to your computer.
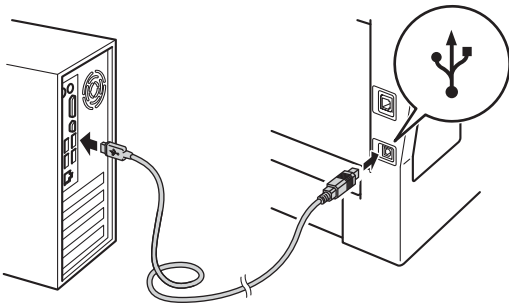
f Turn the machine on.

The installation will automatically continue. The installation screens appear one after another. If prompted, follow any on-screen instructions.

! Important

DO NOT cancel any of the screens during the installation. It may take a few seconds for all screens to appear.

g When the **On-Line Registration** screen appears, make your selection and follow the on-screen instructions. Once you have completed the registration process, click **Next**.

h When the **Setup Complete** screen appears, check the box of the action you want to perform, and then click **Next**.

---

13 Finish and restart

a Click **Finish** to restart your computer. After restarting the computer, you must log on with Administrator rights.

✎ Note
- If an error message appears during the software installation, run the **Installation Diagnostics** located in **Start**/**All Programs**/**Brother**/**DCP-XXXX** (where DCP-XXXX is your model name).
- Depending on your security settings, a Windows® Security or antivirus software window may appear when using the machine or its software. Please allow or permit the window to continue.

Finish   The installation is now complete.

✎ Note

XML Paper Specification Printer Driver

The XML Paper Specification Printer Driver is the most suitable driver for Windows Vista® and Windows® 7 when printing from applications that use the XML Paper Specification. Please download the latest driver by accessing the Brother Solutions Center at http://solutions.brother.com/.

For USB Interface Users
(Mac OS X 10.5.8 - 10.7.x)

11 Before you install

a Make sure your machine is connected to the power and your Macintosh is ON. You must be logged on with Administrator rights.
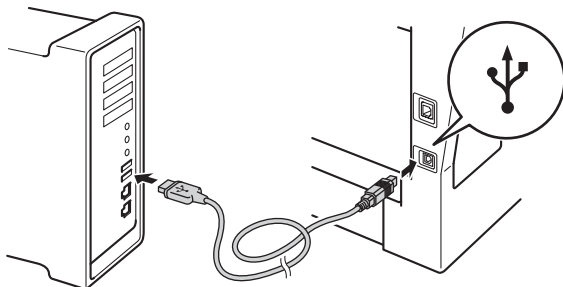
❶ Important

For users of Mac OS X 10.5.7 or lower, upgrade to Mac OS X 10.5.8 - 10.7.x. (For the latest drivers and information for the Mac OS X you are using, visit http://solutions.brother.com/.)

📝 Note

If you want to add the PS driver (BR-Script3 printer driver), please go to the Brother Solutions Center at http://solutions.brother.com/ and visit FAQ's on your model page for instructions.

b Connect the USB cable to the USB port marked with the 🔌 symbol on your machine and then connect the cable to your Macintosh.

c Make sure your machine's power switch is on.

12 Install MFL-Pro Suite

a Put the installer CD-ROM into your CD-ROM drive.

b Double-click the **Start Here OSX** icon. If prompted, select your model and then follow the on-screen instructions.

❶ Important

DO NOT cancel any of the screens during the installation. It may take a few minutes for the installation to complete.

c Choose your machine from the list, and then click **OK**.

d When this screen appears, click **Next**.

OK! The installation of MFL-Pro Suite is now complete.
Go to step **13** on page 13.

13 Download and install Presto! PageManager

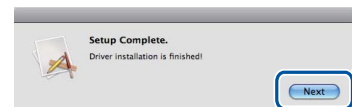When Presto! PageManager is installed OCR capability is added to Brother ControlCenter2. You can easily scan, share and organize photos and documents using Presto! PageManager.

a On the **Brother Support** screen, click **Presto! PageManager** and follow the on-screen instructions.
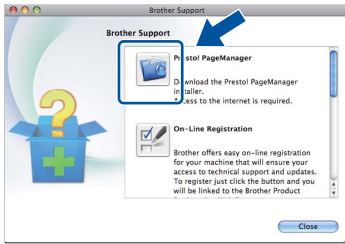
Finish **The installation is now complete.**

For Wired Network Interface Users (Windows® XP/XP Professional x64 Edition/Windows Vista®/ Windows® 7)

11 Before you install

a Make sure that your computer is ON and you are logged on with Administrator rights.

❶ Important
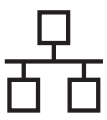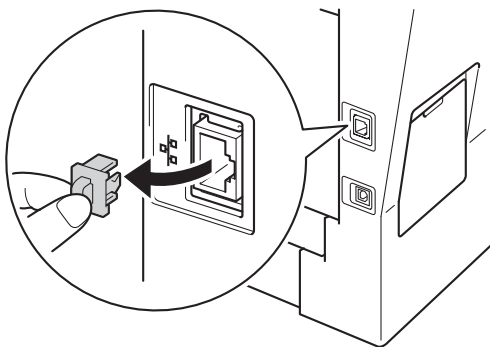- If there are any programs running, close them.
- The screens may differ depending on your operating system.
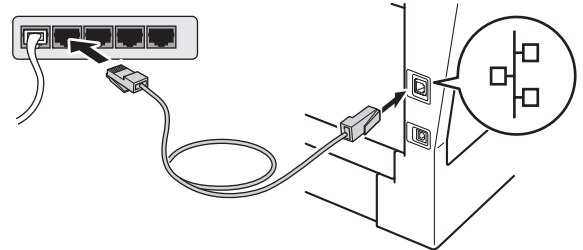
📝 Note
- The installer CD-ROM includes Nuance™ PaperPort™ 12SE. This software supports Windows® XP (SP3 or greater), XP Professional x64 Edition (SP2 or greater), Windows Vista® (SP2 or greater) and Windows® 7. Update to the latest Windows® Service Pack before installing MFL-Pro Suite.
- Disable all personal firewall software (other than Windows® Firewall), anti-spyware or antivirus applications for the duration of the installation.

b Remove the protective cap from the Ethernet port marked with a ⛓ symbol.

c Connect the network interface cable to the Ethernet port and then connect it to a free port on your hub.

d Make sure your machine's power switch is on.

12 Install MFL-Pro Suite

a Put the installer CD-ROM into your CD-ROM drive. If the model name screen appears, choose your machine. If the language screen appears, choose your language.

📝 Note
If the Brother screen does not appear automatically, go to **My Computer (Computer)**, double-click the CD-ROM icon, and then double-click **start.exe**.

b Click **Install MFL-Pro Suite**, and click **Yes** if you accept the license agreements.

📝 Note
- If the installation does not continue automatically, open the top menu again by ejecting and then reinserting the CD-ROM or double-click the **start.exe** program from the root folder, and continue from step **b** to install MFL-Pro Suite.
- For Windows Vista® and Windows® 7 users, when the **User Account Control** screen appears, click **Allow** or **Yes**.

c Choose **Wired Network Connection (Ethernet)** and then click **Next**.

📝 **Note**

If you want to install the PS driver (BR-Script3 printer driver), choose **Custom Install** and then follow the on-screen instructions.

d When the **Firewall/AntiVirus detected** screen appears, choose **Change the Firewall port settings to enable network connection and continue with the installation. (Recommended)** and click **Next**.
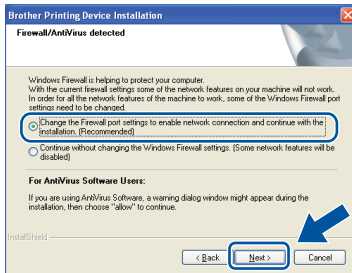

If you are not using the Windows® Firewall, see the user's guide for your software for information on how to add the following network ports.
- For network scanning, add UDP port 54925.
- If you still have trouble with your network connection, add UDP port 161 and 137.

e The installation will automatically continue. The installation screens appear one after another. If prompted, follow any on-screen instructions.

❶ **Important**

DO NOT cancel any of the screens during the installation. It may take a few seconds for all screens to appear.

📝 **Note**

- If prompted, choose your machine from the list, and then click **Next**.
- If your machine is not found over the network, confirm your settings by following the on-screen instructions.
- If there is more than one of the same model connected on your network, the IP Address and Node Name will be displayed to help you identify the machine.
- You can find your machine's IP address and the node name by printing out the Network Configuration Report. See *Print the Network Configuration Report* on page 19.
- For Windows Vista® and Windows® 7 users, when the **Windows Security** screen appears, select the check box and click **Install** to complete the installation correctly.

f When the **On-Line Registration** screen appears, make your selection and follow the on-screen instructions. Once you have completed the registration process, click **Next**.

g When the **Setup Complete** screen appears, check the box of the action you want to perform, and then click **Next**.

13 Finish and restart

a Click **Finish** to restart your computer. After restarting the computer, you must log on with Administrator rights.

📝 **Note**

- If an error message appears during the software installation, run the **Installation Diagnostics** located in **Start**/**All Programs**/**Brother**/**DCP-XXXX LAN** (where DCP-XXXX is your model name).
- Depending on your security settings, a Windows® Security or antivirus software window may appear when using the machine or its software. Please allow or permit the window to continue.

15
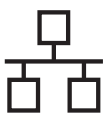
14 Install MFL-Pro Suite on additional computers (if needed)

If you want to use your machine with multiple computers on the network, install MFL-Pro Suite on each computer. Go to step **12** on page 14.

Note

Network license (Windows®)

This product includes a PC license for up to 5 users. This license supports the installation of the MFL-Pro Suite including Nuance™ PaperPort™ 12SE on up to 5 PCs on the network. If you want to use more than 5 PCs with Nuance™ PaperPort™ 12SE installed, please purchase the Brother NL-5 pack which is a multiple PC license agreement pack for up to 5 additional users. To purchase the NL-5 pack, contact your authorized Brother dealer or contact Brother customer service.

Finish   **The installation is now complete.**

Note

XML Paper Specification Printer Driver

The XML Paper Specification Printer Driver is the most suitable driver for Windows Vista® and Windows® 7 when printing from applications that use the XML Paper Specification. Please download the latest driver by accessing the Brother Solutions Center at http://solutions.brother.com/.

For Wired Network Interface Users
(Mac OS X 10.5.8 - 10.7.x)

11 Before you install

a Make sure your machine is connected to the power and your Macintosh is ON. You must be logged on with Administrator rights.

❗ Important

For users of Mac OS X 10.5.7 or lower, upgrade to Mac OS X 10.5.8 - 10.7.x. (For the latest drivers and information for the Mac OS X you are using, visit http://solutions.brother.com/.)
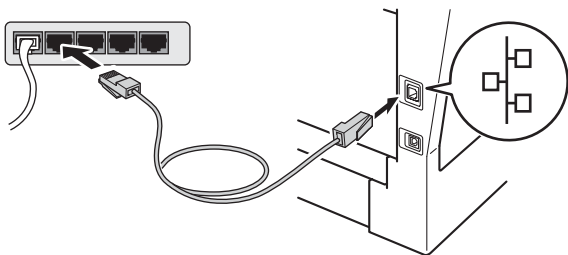
📝 Note

If you want to add the PS driver (BR-Script3 printer driver), please go to the Brother Solutions Center at http://solutions.brother.com/ and visit FAQ's on your model page for instructions.

b Remove the protective cap from the Ethernet port marked with a ⊞ symbol.
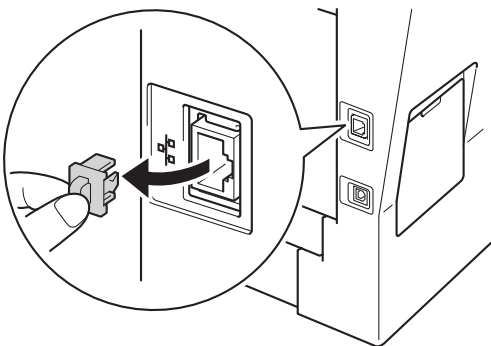
c Connect the network interface cable to the Ethernet port and then connect it to a free port on your hub.

**d** Make sure your machine's power switch is on.

12 Install MFL-Pro Suite

a Put the installer CD-ROM into your CD-ROM drive.

b Double-click the **Start Here OSX** icon. If prompted, select your model and then follow the on-screen instructions.
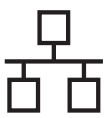
❗ Important

DO NOT cancel any of the screens during the installation. It may take a few minutes for the installation to complete.

**c** Choose your machine from the list, and then click **OK**.
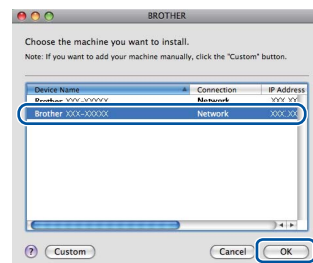
📝 Note

If your machine is not found over the network, confirm your network settings. See *Before you install* on page 17.

17

Note
- You can find your machine's MAC Address (Ethernet Address) and IP Address by printing out the Network Configuration Report. See *Print the Network Configuration Report* on page 19.
- If this screen appears click **OK**.
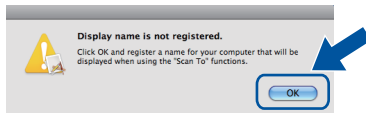
1) Enter a name for your Macintosh in **Display Name** (up to 15 characters long).

2) If you want to use the machine's Scan button to scan over the network, you must check the **Register your computer with the "Scan To" function on the machine** box.

3) Click **OK**. Go to **d**.
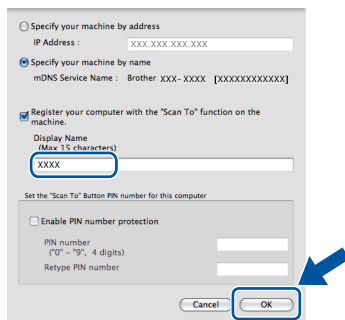
- The name you enter will appear on the machine's LCD when you press the Scan button and choose a scan option. (For more information, see *Network Scanning (For network models)* in the *Software User's Guide*.)

d When this screen appears, click **Next**.
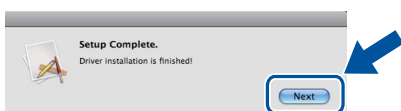
OK! The installation of MFL-Pro Suite is now complete.
Go to step **13** on page 18.

13 Download and install Presto! PageManager

When Presto! PageManager is installed OCR capability is added to Brother ControlCenter2. You can easily scan, share and organize photos and documents using Presto! PageManager.

a On the **Brother Support** screen, click **Presto! PageManager** and follow the on-screen instructions.
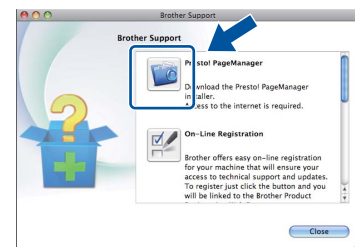
14 Install MFL-Pro Suite on additional computers (if needed)

If you want to use your machine with multiple computers on the network, install MFL-Pro Suite on each computer. Go to step **12** on page 17.

Finish The installation is now complete.

Web Based Management (web browser)

The Brother print server is equipped with a web server that allows you to monitor its status or change some of its configuration settings, using HTTP (Hyper Text Transfer Protocol).

✎ Note

We recommend Windows® Internet Explorer® 7.0/8.0 or Firefox® 3.6 for Windows® and Safari 4.0/5.0 for Macintosh. Please also make sure that JavaScript and cookies are always enabled in whichever browser you use. To use a web browser, you will need to know the IP address of the print server. The IP address of the print server is listed on the Network Configuration Report.

a Open your browser.

b Type "http://machine's IP address/" into your browser's address bar (where "machine's IP address" is the IP address of the Brother machine or the print server name).
   ■ For example: http://192.168.1.2/
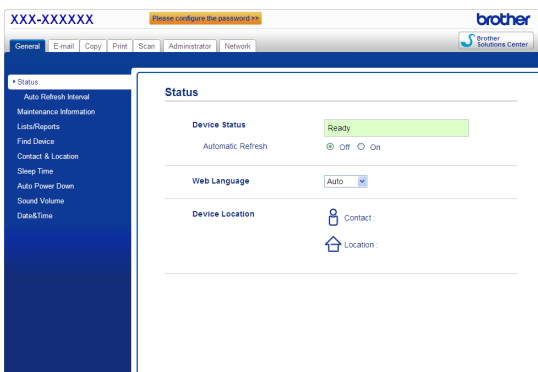
✎ Note

If you have configured an optional login password, you must enter it when prompted to access the Web Based Management.

🔍 For more information, see *Web Based Management* in the *Network User's Guide*.

Print the Network Configuration Report

You can print the Network Configuration Report to confirm the current network settings.

a Turn on the machine and wait until the machine is in the Ready state.

b Press `Menu`.

c Press ▲ or ▼ to display `Print Reports`.
   Press `Print Reports`.

d Press `Network Config`.

e Press **Start**.
   The machine will print the current network settings.

Restore the network settings to the factory default

To restore all network settings of the internal Print/Scan server to the factory default, please follow the steps below.

a Make sure the machine is not operating, then disconnect all the cables from the machine (except the power cord).

b Press `Menu`.

c Press ▲ or ▼ to display `Network`.
   Press `Network`.

d Press `Network Reset`.

e Press `Yes`.

f Press `Yes` for 2 seconds.
   The machine will restart, re-connect the cables once this is complete.

Other Information

Brother CreativeCenter

Get inspired. If you're using Windows®, double-click the Brother CreativeCenter icon on your desktop to access our FREE web site with many ideas and resources for personal and professional use.

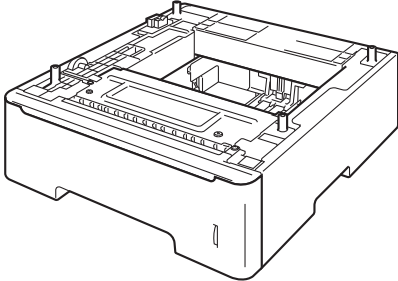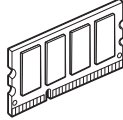Mac users can access Brother CreativeCenter at this web address:

http://www.brother.com/creativecenter/
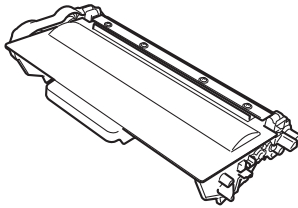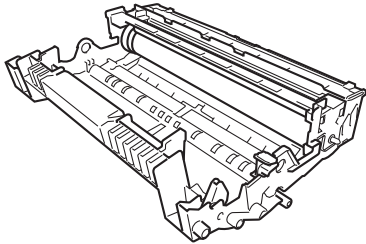
Options and Consumables

Options

The machine has the following optional accessories. You can expand the capabilities of the machine by adding these items. For more information about the optional Lower Tray Unit and compatible SO-DIMM Memory, visit us at http://solutions.brother.com/.

For installing the SO-DIMM Memory, see *Installing extra memory* in the *Advanced User's Guide*.

Lower Tray Unit	SO-DIMM Memory
LT-5400	You can increase the memory by installing one SO-DIMM (Small Outline Dual In-line Memory Module).
The lower paper tray unit can hold up to 500 sheets of paper. When the tray is installed, the machine expands total input capacity up to 1,050 sheets.	

Consumables

When the time comes to replace consumable items, an error will be indicated by the LCD on the control panel. For more information about the consumables for your machine, visit us at http://www.brother.com/original/ or contact your local Brother reseller.

Toner cartridge	Drum unit
Standard Toner: TN-3330 High Yield Toner: TN-3380 Super High Yield Toner: TN-3390	DR-3300

Trademarks

The Brother logo is a registered trademark of Brother Industries, Ltd.

Brother is a registered trademark of Brother Industries, Ltd.

Microsoft, Windows, Windows Server and Internet Explorer are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries.

Windows Vista is either a registered trademark or trademark of Microsoft Corporation in the United States and/or other countries.

Apple, Macintosh, Safari and Mac OS are trademarks of Apple Inc., registered in the U.S. and other countries.

Linux is the registered trademark of Linus Torvalds in the U.S. and other countries.

Nuance, the Nuance logo, PaperPort and ScanSoft are trademarks or registered trademarks of Nuance Communications, Inc. or its affiliates in the United States and/or other countries.

Each company whose software title is mentioned in this manual has a Software License Agreement specific to its proprietary programs.

Any trade names and product names of companies appearing on Brother products, related documents and any other materials are all trademarks or registered trademarks of those respective companies.

Compilation and Publication

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

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

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

Copyright and License

©2012 Brother Industries, Ltd. All rights reserved.

This product includes software developed by the following vendors:

©1983-1998 PACIFIC SOFTWORKS, INC. ALL RIGHTS RESERVED.

©2008 Devicescape Software, Inc. All rights reserved.

This product includes the "KASAGO TCP/IP" software developed by ZUKEN ELMIC, Inc.

brother.