Start Here

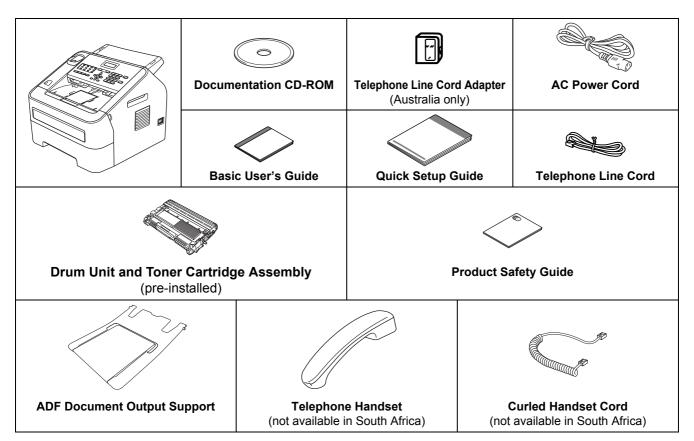


Please read the Product Safety Guide first, then read this Quick Setup Guide for the correct setup and installation procedure.

To view the Quick Setup Guide in other languages, please visit http://solutions.brother.com/.



Unpack the machine and check the components



For Australia and New Zealand:



For Hong Kong, Malaysia and Singapore:



For India:



The mains plug supplied with this machine is a grounded three pin plug. Make sure that the AC socket will accept the supplied grounded pin plug.

For Philippines and Thailand:



The mains plug supplied with this machine is a side grounded two pin plug. Make sure that the AC socket will accept the supplied grounded pin plug.

- This machine must be grounded. If in doubt, call a gualified electrician.
- To ensure safe operation the supplied plug must be inserted only into a standard electrical socket that is properly grounded through the standard electrical wiring. Non grounded equipment may cause an electrical shock hazard, and may cause excessive electrical noise radiation.

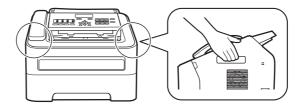
▲ WARNING	WARNING indicates a potentially hazardous situation which, if not avoided, could result in death or serious injuries.
▲ CAUTION	<u>CAUTION</u> indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injuries.

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.

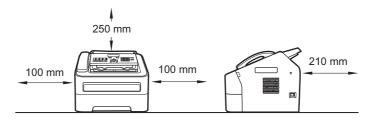
A CAUTION

When moving the machine, grasp the side handholds firmly from the front of the machine.



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.

USB cable

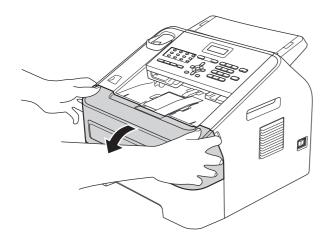
- It is recommended to use a USB 2.0 cable (Type A/B) that is no longer than 2 metres.
- DO NOT connect the interface cable at this time. Connecting the interface cable is done during the MFL-Pro installation process.

Remove the packing material from the machine

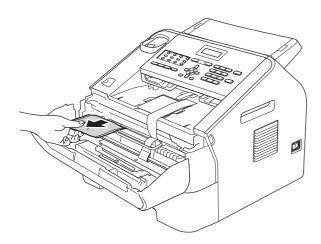
9 IMPORTANT

DO NOT connect the AC power cord yet.

- Remove the packing tape from the outside of the machine.
- Open the front cover.



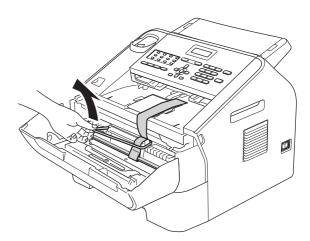
Remove the Silica Pack from the inside of the machine.



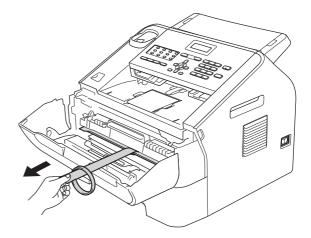
A CAUTION

DO NOT eat the silica gel pack. Please throw away. If ingested, seek medical attention immediately.

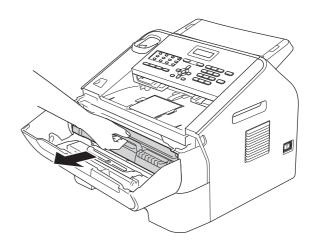
d Lift the elastic band off the drum.



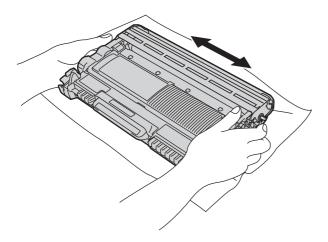
Pull the paper strip to remove the protective material as shown in the illustration.



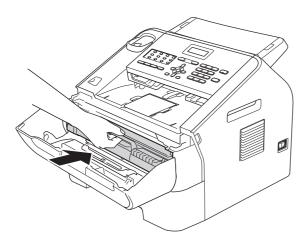
Take out the drum unit and toner cartridge assembly.



Gently shake it from side to side several times to distribute the toner evenly inside the assembly.



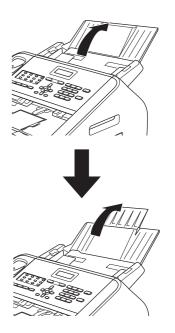
h Put the drum unit and toner cartridge assembly back in the machine.



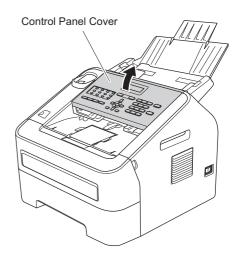
Close the front cover of the machine.

Attach the ADF Document Output Support

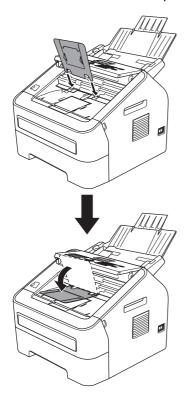
Unfold the ADF Document Support.



Open the control panel cover by lifting it toward the back.



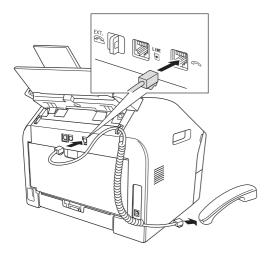
C Attach the ADF Document Output Support.



Close the control panel cover.

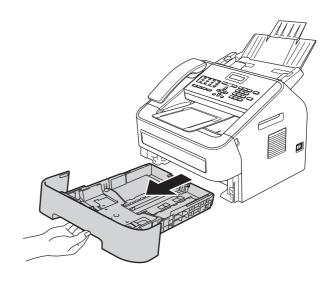


Connect the curled handset cord to the machine and the other end to the handset.

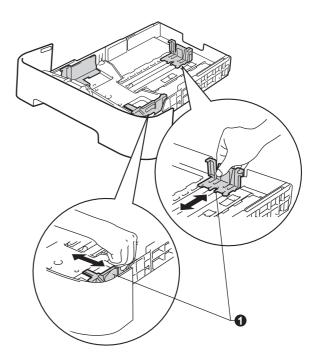


Load paper in the paper tray

Pull the paper tray completely out of the machine.



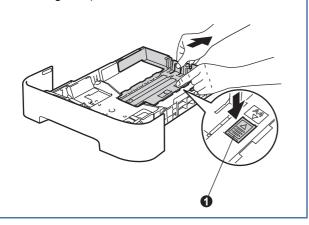
While pressing the green paper-guide release lever ①, slide the paper guides to fit the paper size you are loading in the tray. Make sure that the guides are firmly in the slots.



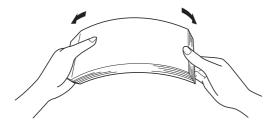


For Legal or Folio size paper, press the release button • in the bottom of the paper tray and then pull out the back of the paper tray.

(Legal or Folio size paper are not available in some regions.)



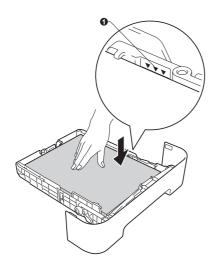
Fan the stack of paper well to avoid paper jams and misfeeds.



- d Put paper in the tray and make sure:
 - The paper is below the maximum paper mark (▼ ▼ ▼) ①.

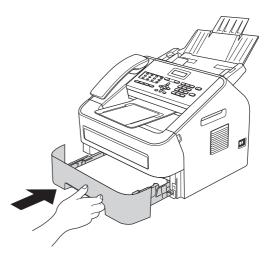
Over filling the paper tray will cause paper jams.

- The side to be printed on must be face down.
- The paper guides gently touch the sides of the paper so it will feed correctly.



Put the paper tray firmly back in the machine.

Make sure that it is completely inserted into the machine.



Unfold the support flap • to prevent paper from sliding off the face-down output tray.



(Middle East and Africa only) For more information about recommended paper, see Recommended paper and print media in the Basic User's Guide.

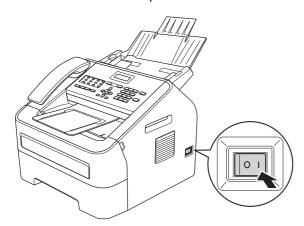
Connect the power cord and telephone line

IMPORTANT

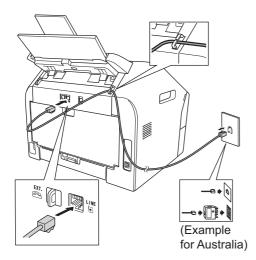
DO NOT connect the interface cable yet.



- 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.



C Connect the telephone line cord. Connect one end of the telephone line cord to the socket on the machine marked LINE and the other end to a telephone wall socket.



MIMPORTANT

The telephone line cord MUST be connected to the socket on the machine marked LINE.

WARNING

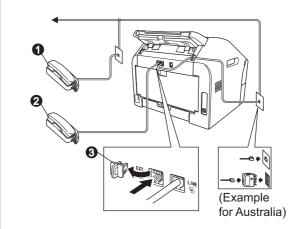
The machine must be grounded using an earthed plug.

Since the machine is grounded through the electrical socket, you can protect yourself from potentially hazardous electrical conditions on the telephone network by keeping the power cord connected to your machine when you connect it to a telephone line. Similarly, you can protect yourself when you want to move your machine by disconnecting the telephone line first and then the power cord.



If you are sharing one telephone line with an external telephone, connect it as shown below.

Before you connect the external telephone, remove the protective cap 3 from the EXT. socket on the machine.

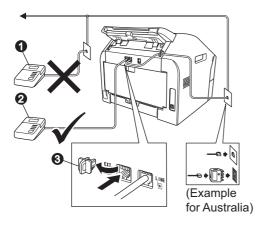


- Extension telephone
- 2 External telephone
- 3 Protective cap

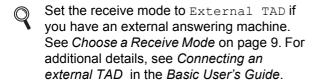
Note

If you are sharing one telephone line with an external telephone answering machine, connect it as shown below.

Before you connect the external telephone answering machine, remove the protective cap **3** from the **EXT.** socket on the machine.



- Extension telephone answering machine (not allowed)
- 2 External telephone answering machine
- 3 Protective cap



7

Set your country

This procedure may not be available, depending on the model of your machine.

In this case, proceed to the next step.

You must set your country so that the machine works correctly on local telecommunication lines in each country.

Check that the power is turned on by plugging in the power cord and turn the power switch on.

Press **OK**.

Set Country Press OK Key

Press ▲ or ▼ to select your country (Australia, New Zealand, South Africa, Turkey or others).

Australia Select **A** ▼ or OK

- **C** Press **OK** when the LCD shows your country.
- The LCD prompts you to make sure of the country again.

Australia? 1.Yes 2.No

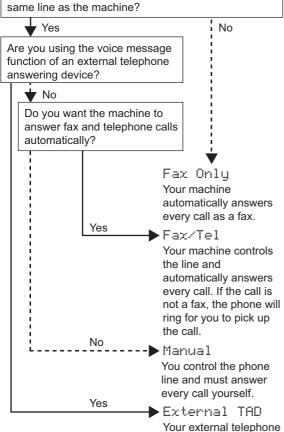
- Do one of the following:
 - If the LCD shows the correct country, press 1 to go to Step f.
 - Press **2** to go back to Step **b** to select the country again.
- After the LCD shows Accepted, the machine will restart automatically. After the restart, the LCD shows Please Wait.

8

Choose a Receive Mode

There are four possible receive modes: Fax Only, Fax/Tel, Manual and External TAD.

Do you want to use the telephone features of your machine (if available) or an external telephone or external telephone answering device connected on the same line as the machine?



answering device (TAD) automatically answers

every call. Voice messages are stored

on the external TAD.

Fax messages are automatically printed.

- Press Menu, 0, 1.
- Press ▲ or ▼ to choose the receive mode.

 Press OK.
- C Press Stop/Exit.
- For more details, see *Using receive modes* in the *Basic User's Guide*.

9

Set the LCD contrast (if needed)

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

- Press Menu, 1, 5.
- Press ▶ to increase the contrast.

-OR-

Press ◀ to decrease the contrast.

Press OK.

C Press Stop/Exit.

10

Set the date and time

The machine displays the time, and if you set up the station ID the date and time will be added to each fax you send.

- Press Menu, 0, 2, 1.
- **b** Enter the last two digits of the year on the dial pad, and then press **OK**.

Date&Time Year:2013

(e.g. Enter 1, 3 for 2013.)

Enter the two digits for the month on the dial pad, and then press **OK**.

Date&Time Month:03

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

Enter the two digits for the day on the dial pad, and then press **OK**.

Date&Time Day:25

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

Enter the time in 24-hour format on the dial pad, and then press **OK**.

Date&Time Time:15:25

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

f Press Stop/Exit.

Enter personal information (Station ID)

The machine displays the date and time, and if you set up the Station ID, it will add it to each fax you send.

- a Press Menu, 0, 3.
- b Enter your fax number (up to 20 digits) on the dial pad, and then press OK.

Station ID Fax:

C Enter your telephone number (up to 20 digits) on the dial pad, and then press **OK**. If your telephone number and fax number are the same, enter the same number again.

> Station ID Tel:

d Use the dial pad to enter your name (up to 20 characters), and then press **OK**.

> Station ID Name:



- · See the following chart for entering your name.
- · If you need to enter a character that is on the same key as the last character, press ▶ to move the cursor to the right.
- · If you entered a character incorrectly and want to change it, press ◀ or ▶ to move the cursor to the incorrect character, press Clear.

Press key	One time	Two times	Three times	Four times	Five times
2	Α	В	С	2	Α
3	D	Е	F	3	D
4	G	Н	I	4	G
5	J	K	L	5	J
6	М	N	0	6	М
7	Р	Q	R	S	7
8	Т	U	V	8	Т
9	W	Х	Y	Z	9

For more details, see Entering text in the Basic User's Guide.

Press Stop/Exit.



If you make a mistake and want to start again, press Stop/Exit and go back to step a.

Fax Transmission Report

Your Brother machine is equipped with a Transmission Verification Report that can be used as confirmation that you sent a fax. This report lists the name or fax number of the receiving party, the date, time, and duration of the transmission, the number of pages transmitted, and whether or not the transmission was successful. If you want to use the Fax Transmission Report feature see *Printing reports* in the Advanced User's Guide.

Set tone or pulse dialling mode (not available in **New Zealand)**

Your machine comes set for a Tone dialling service. If you have a Pulse dialling service (rotary), you need to change the dialling mode.

- a Press Menu, 0, 4.
- b Press ▲ or ▼ to choose Pulse (or Tone). Press OK.
- Press Stop/Exit.

Set the telephone line compatibility

If you are connecting the machine to a VoIP service (over the Internet) you need to change the compatibility setting.



M Note

If you are using an analogue telephone line you can skip this step.

- a Press Menu, 2, 0, 1.
- b Press ▲ or ▼ to choose Basic (for VoIP). Press OK.
- Press Stop/Exit.

Set the telephone line type (Middle East and Africa only)

If you are connecting the machine to a line that features a PABX (PBX) or ISDN to send and receive faxes, it is also necessary to change the phone line type accordingly by completing the following steps.

- Press Menu, 0, 6.
- Press ▲ or ▼ to choose PBX, ISDN or Normal.

 Press OK.

Do one of the following:

- If you choose ISDN or Normal, go to step f.
- If you choose PBX, go to step c.
- Do one of the following:
 - If you want to change the current prefix number, press 1 and go to step d.
 - If you do not want to change the current prefix number, press 2 and go to step f.



The default setting is "!". When you press **Tel/R** or **Tel/Mute/R** and **Shift** at the same time, "!" will be displayed on the LCD.

Press Clear to delete the default setting, then enter the prefix number (up to 5 digits) on the dial pad, and then press **OK**.



- You can use the numbers 0 to 9, #, * and !.
 (Press Tel/R or Tel/Mute/R and Shift at the same time to display "!".)
- You cannot use! with any other numbers or characters.
- If your telephone system requires a timed break recall, press Tel/R or Tel/Mute/R and Shift at the same time to enter the break.
- Press ▲ or ▼ to choose On or Always and press OK.

🕜 Note

- If you choose On, pressing Tel/R or Tel/Mute/R and Shift at the same time (the screen displays "!") will let you access an outside line.
- If you choose Always, you can access an outside line without pressing Tel/R or Tel/Mute/R and Shift at the same time.
- Press Stop/Exit.



PBX and TRANSFER

The machine is initially set to Normal, which lets the machine connect to a standard PSTN (Public Switched Telephone Network) line. However, many offices use a central telephone system or Private Automatic Branch Exchange (PABX). Your machine can be connected to most types of PABX (PBX). The machine's recall feature supports timed break recall only (TBR). TBR will work with most PABX (PBX) systems allowing you to gain access to an outside line, or transfer calls to another extension. The feature works when Tel/R is pressed or Tel/Mute/R and Shift are pressed at the same time.

Dial Prefix (not available in Middle East and Africa)

The dial prefix setting will automatically dial a predefined number before every fax number you dial. For example: If your phone system requires a 9 to dial an outside number this setting will automatically dial 9 for every fax you send.

- Press Menu, 0, 6.
 (For New Zealand, press Menu, 0, 5.)
- **b** Enter the prefix number (up to 5 digits) on the dial pad, and then press **OK**.



- You can use the numbers 0 to 9, #, * and !. (Press Hook/Hold to display "!".)
- You cannot use! with any other numbers or characters.
- If your telephone system requires a timed break recall (hookflash), press Hook/Hold to enter the break
- (Not available in New Zealand) If the pulse dialling mode is on, # and * are not available to use.
- C Press Stop/Exit.

Set Daylight Saving Time (Oceania and Asia only)

You can set the machine to change for Daylight Saving Time. If you choose On, it will reset the time forward one hour and if you choose Off, it will reset the time backward one hour.

- Press Menu, 0, 2, 2.
- Press ▲ or ▼ to choose on or off.

 Press OK.
- C Press 1 or 2 to choose 1. Change or 2. Exit.
- d Press Stop/Exit.

Automatic Daylight Savings Time (Middle East and Africa only)

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.

- Press Menu, 0, 2, 2.
- Press ▲ or ▼ to choose on (or off).

 Press OK.
- C Press Stop/Exit.

Other Information

Download optional software

You can download a printer driver for free from the Brother Solutions Center, enabling you to use your Brother Fax machine as a printer from your computer. Visit us at http://solutions.brother.com/.

Brother CreativeCentre



Get inspired. If you're using Windows®, double-click the Brother CreativeCentre icon on your desktop to access our FREE web site with many ideas and resources for personal and professional use. This icon appears after installing MFL-Pro Suite or the optional software available from the Brother Solutions Center.



Mac users can access Brother CreativeCentre at this web address:

http://www.brother.com/creativecenter/

Consumables

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 cartridges	Drum unit		
Standard Toner: TN-2230 (For Oceania), TN-2260 (For Asia, Middle East and Africa) High Yield Toner: TN-2250 (For Oceania), TN-2280 (For Asia, Middle East and Africa)	DR-2225 (For Oceania) DR-2255 (For Asia, Middle East and Africa)		

Trademarks

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

Brother is a registered trademark of Brother Industries, Ltd.

Microsoft and Windows are registered trademarks of Microsoft Corporation in the United States and/or other countries.

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

