Basic User’s Guide

MFC-J450DW
MFC-J470DW
MFC-J475DW
If you need to call Customer Service

Please complete the following information for future reference:

Model Number: MFC-J450DW, MFC-J470DW and MFC-J475DW (Circle your model number)

Serial Number: 1

Date of Purchase:

Place of Purchase:

1 The serial number is on the back of the unit. Retain this User's Guide with your sales receipt as a permanent record of your purchase, in the event of theft, fire or warranty service.

Register your product on-line at

http://www.brother.com/registration/

By registering your product with Brother, you will be recorded as the original owner of the product. Your registration with Brother:

■ may serve as confirmation of the purchase date of your product should you lose your receipt;

■ may support an insurance claim by you in the event of product loss covered by insurance; and,

■ will help us notify you of enhancements to your product and special offers.

The most convenient and efficient way to register your new product is on-line at http://www.brother.com/registration/.

© 2013 Brother Industries, Ltd. All rights reserved.
Brother numbers

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

Register your product

By registering your product with Brother International Corporation, you will be recorded as the original owner of the product. Your registration with Brother:

- may serve as confirmation of the purchase date of your product should you lose your receipt;
- may support an insurance claim by you in the event of product loss covered by insurance; and,
- will help us notify you of enhancements to your product and special offers.

For your convenience and most efficient way to register your new product, register on-line at

http://www.brother.com/registration/

FAQs (frequently asked questions)

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

http://solutions.brother.com/

NOTE
- You can check here for Brother driver updates.
- To keep your machine performance up to date, check here for the latest firmware upgrade.

For Customer Service

In USA: http://www.brother-usa.com/support (Self-Service/Email/Chat)
1-877-BROTHER (1-877-276-8437)
1-901-379-1215 (assistance via fax)
1-877-268-9575 (test your fax-sending and fax-receiving operations)

In Canada: 1-877-BROTHER
(514) 685-4898 (assistance via fax)
Service Center Locator (USA only)
For the location of a Brother authorized service center, call 1-877-BROTHER (1-877-276-8437) or visit us at http://www.brother-usa.com/service/.

Service Center Locations (Canada only)
For the location of a Brother authorized service center, call 1-877-BROTHER.

Ordering accessories and supplies
For best quality results use only genuine Brother accessories, which are available at most Brother retailers. If you cannot find the accessory you need and you have a Visa, MasterCard, Discover, or American Express credit card, you can order accessories directly from Brother. (You can visit us online for a complete selection of the Brother accessories and supplies that are available for purchase.)

NOTE
In Canada only Visa and MasterCard are accepted.

In USA: 1-877-552-MALL (1-877-552-6255)
1-800-947-1445 (assistance via fax)

http://www.brothermall.com/

In Canada: 1-877-BROTHER

http://www.brother.ca/
### Accessories and Supplies

<table>
<thead>
<tr>
<th>Description</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ink Cartridge Standard Yield &lt;black&gt;</td>
<td>LC101BK (Prints approx. 300 pages)</td>
</tr>
<tr>
<td>Ink Cartridge Standard Yield &lt;yellow&gt;</td>
<td>LC101Y (Prints approx. 300 pages)</td>
</tr>
<tr>
<td>Ink Cartridge Standard Yield &lt;cyan&gt; (blue)</td>
<td>LC101C (Prints approx. 300 pages)</td>
</tr>
<tr>
<td>Ink Cartridge Standard Yield &lt;magenta&gt; (red)</td>
<td>LC101M (Prints approx. 300 pages)</td>
</tr>
<tr>
<td>Ink Cartridge High Yield &lt;black&gt;</td>
<td>LC103BK (Prints approx. 600 pages)</td>
</tr>
<tr>
<td>Ink Cartridge High Yield &lt;yellow&gt;</td>
<td>LC103Y (Prints approx. 600 pages)</td>
</tr>
<tr>
<td>Ink Cartridge High Yield &lt;cyan&gt; (blue)</td>
<td>LC103C (Prints approx. 600 pages)</td>
</tr>
<tr>
<td>Ink Cartridge High Yield &lt;magenta&gt; (red)</td>
<td>LC103M (Prints approx. 600 pages)</td>
</tr>
<tr>
<td>Premium Plus Glossy Photo Paper (Letter size / 20 sheets)</td>
<td>BP71GLTR</td>
</tr>
<tr>
<td>Premium Plus Glossy Photo Paper (4” × 6” size / 20 sheets)</td>
<td>BP71GP20</td>
</tr>
<tr>
<td>Multipurpose Paper - Plain Paper (Letter size / 500 sheets)</td>
<td>BP60MPLTR (USA only)</td>
</tr>
<tr>
<td>Telephone Line Cord</td>
<td>LG3077001 (USA only)</td>
</tr>
<tr>
<td>Basic User's Guide</td>
<td>LEL386001 (English for USA and Canada)</td>
</tr>
<tr>
<td>Basic User's Guide</td>
<td>LEL386002 (French for Canada)</td>
</tr>
<tr>
<td>CD ROM for Windows® &amp; Mac</td>
<td>LEK458001 (MFC-J450DW)</td>
</tr>
<tr>
<td>CD ROM for Windows® &amp; Mac</td>
<td>LEK464001 (MFC-J470DW)</td>
</tr>
<tr>
<td>CD ROM for Windows® &amp; Mac</td>
<td>LEK460001 (MFC-J475DW)</td>
</tr>
</tbody>
</table>

1  For more information about the replacement consumables, visit us at [http://www.brother.com/pageyield/](http://www.brother.com/pageyield/).
Notice - Disclaimer of Warranties
(USA and Canada)

BROTHER'S LICENSOR(S), AND THEIR DIRECTORS, OFFICERS, EMPLOYEES OR AGENTS
(COLLECTIVELY BROTHER'S LICENSOR) MAKE NO WARRANTIES, EXPRESS OR IMPLIED,
INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY
AND FITNESS FOR A PARTICULAR PURPOSE, REGARDING THE SOFTWARE. BROTHER'S
LICENSOR(S) DOES NOT WARRANT, GUARANTEE OR MAKE ANY REPRESENTATIONS
REGARDING THE USE OR THE RESULTS OF THE USE OF THE SOFTWARE IN TERMS OF
ITS CORRECTNESS, ACCURACY, RELIABILITY, CURRENTNESS OR OTHERWISE. THE
ENTIRE RISK AS TO THE RESULTS AND PERFORMANCE OF THE SOFTWARE IS
ASSUMED BY YOU. THE EXCLUSION OF IMPLIED WARRANTIES IS NOT PERMITTED BY
SOME STATES IN THE USA AND SOME PROVINCES IN CANADA. THE ABOVE EXCLUSION
MAY NOT APPLY TO YOU.

IN NO EVENT WILL BROTHER'S LICENSOR(S) BE LIABLE TO YOU FOR ANY
CONSEQUENTIAL, INCIDENTAL OR INDIRECT DAMAGES (INCLUDING DAMAGES FOR
LOSS OF BUSINESS PROFITS, BUSINESS INTERRUPTION, LOSS OF BUSINESS
INFORMATION, AND THE LIKE) ARISING OUT OF THE USE OR INABILITY TO USE THE
SOFTWARE EVEN IF BROTHER'S LICENSOR HAS BEEN ADVISED OF THE POSSIBILITY OF
SUCH DAMAGES. BECAUSE SOME STATES IN THE USA AND SOME PROVINCES IN
CANADA DO NOT ALLOW THE EXCLUSION OR LIMITATION OF LIABILITY FOR
CONSEQUENTIAL OR INCIDENTAL DAMAGES, THE ABOVE LIMITATIONS MAY NOT APPLY
TO YOU. IN ANY EVENT BROTHER'S LICENSOR'S LIABILITY TO YOU FOR ACTUAL
DAMAGES FROM ANY CAUSE WHATSOEVER, AND REGARDLESS OF THE FORM OF THE
ACTION (WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCT
LIABILITY OR OTHERWISE), WILL BE LIMITED TO $50.
Compilation and Publication Notice

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.
# User’s Guides and where do I find them?

<table>
<thead>
<tr>
<th>Which Guide</th>
<th>What's in it</th>
<th>Where is it</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Product Safety Guide</strong></td>
<td>Read this Guide first. Please read the Safety Instructions before you set up your machine. See this Guide for trademarks and legal limitations.</td>
<td>Printed / In the box</td>
</tr>
<tr>
<td><strong>Quick Setup Guide</strong></td>
<td>Follow the instructions for setting up your machine and installing the drivers and software for the operating system and connection type you are using.</td>
<td>Printed / In the box</td>
</tr>
<tr>
<td><strong>Basic User’s Guide</strong></td>
<td>Learn the basic Fax, Copy and Scan operations and how to replace consumables. See troubleshooting tips.</td>
<td>Printed / In the box</td>
</tr>
<tr>
<td><strong>Advanced User’s Guide</strong></td>
<td>Learn more advanced operations: Fax, Copy, security features, printing reports and performing routine maintenance.</td>
<td>PDF file / CD-ROM</td>
</tr>
<tr>
<td><strong>Software and Network User’s Guide</strong></td>
<td>This Guide provides instructions for Scanning, Printing, PC-Fax and other operations that can be performed by connecting your Brother machine to a computer. You can also find useful information about using the Brother ControlCenter utility, using your machine in a network environment, and frequently used terms.</td>
<td>HTML file/CD-ROM</td>
</tr>
<tr>
<td><strong>Web Connect Guide</strong></td>
<td>This Guide provides useful information about accessing Internet services from the Brother machine, as well as downloading images, printing data and uploading files directly to Internet services.</td>
<td>PDF file / Brother Solutions Center ¹</td>
</tr>
<tr>
<td><strong>AirPrint Guide</strong></td>
<td>This Guide provides information for using AirPrint to print from OS X v10.7.x, 10.8.x and your iPhone, iPod touch, iPad, or other iOS device to your Brother machine without installing a printer driver.</td>
<td>PDF file / Brother Solutions Center ¹</td>
</tr>
<tr>
<td><strong>Google Cloud Print Guide</strong></td>
<td>This Guide provides details on how to use Google Cloud Print™ services for printing over the Internet.</td>
<td>PDF file / Brother Solutions Center ¹</td>
</tr>
<tr>
<td><strong>Mobile Print/Scan Guide for Brother iPrint&amp;Scan</strong></td>
<td>This Guide provides useful information about printing from your mobile device and scanning from your Brother machine to your mobile device when connected to a Wi-Fi network.</td>
<td>PDF file / Brother Solutions Center ¹</td>
</tr>
</tbody>
</table>

# Table of Contents
(Basic User’s Guide)

## 1 General information
- Using the documentation................................................................. 1
  - Symbols and conventions used in the documentation ............... 1
- Accessing Brother Utilities (Windows® 8) ........................................ 1
- Accessing the Advanced User’s Guide and Software and
  - Network User’s Guide ............................................................... 2
  - Viewing User’s Guides ............................................................... 2
- How to access Guides for Advanced Features .................................. 4
- Accessing Brother Support (Windows®) ........................................... 4
- Accessing Brother Support (Macintosh) .......................................... 5
- Control panel overview ................................................................... 6
  - LCD screen ................................................................................ 8
- Basic Operations ............................................................................ 9

## 2 Loading paper
- Loading paper and other print media............................................. 10
  - Loading envelopes ..................................................................... 13
  - Unprintable area ........................................................................ 15
- Paper settings .................................................................................. 16
  - Paper Type ............................................................................... 16
  - Paper Size .................................................................................. 16
- Acceptable paper and other print media ......................................... 17
  - Recommended print media .......................................................... 17
  - Handling and using print media .................................................. 17
  - Choosing the right print media .................................................... 19

## 3 Loading documents
- How to load documents .................................................................. 21
  - Using the ADF .......................................................................... 21
  - Using the scanner glass ............................................................. 22
  - Unscannable area ....................................................................... 23

## 4 Sending a fax
- How to send a fax .......................................................................... 24
  - Stop faxing ............................................................................... 25
  - Setting scanner glass size for faxing ......................................... 25
  - Color fax transmission ............................................................... 25
  - Canceling a fax in progress ....................................................... 26
  - Transmission Verification Report .............................................. 26
10 How to scan to a computer

Before scanning ................................................................. 47
Scanning a document as a PDF file using ControlCenter4 (Windows®) ............ 48
How to change the machine’s SCAN mode settings for PDF scanning .......... 51
How to scan a document as a PDF file using the control panel ............... 53

A Routine maintenance

Replacing the ink cartridges ................................................................................ 54
Cleaning and checking the machine ................................................................. 57
Cleaning the scanner ....................................................................................... 57
Cleaning the print head ................................................................................. 58
Checking the print quality ............................................................................. 58
Checking the print alignment ....................................................................... 59
Setting the date and time ............................................................................. 60

B Troubleshooting

Identifying your problem .................................................................................. 61
Error and maintenance messages ................................................................. 63
Error animation .......................................................................................... 71
Transferring your faxes or Fax Journal report .......................................... 71
Document jam ........................................................................................... 72
Printer jam or paper jam ........................................................................... 74
If you are having difficulty with your machine .......................................... 80
Dial Tone .................................................................................................. 91
Telephone line interference / VoIP ............................................................... 91
Machine Information ................................................................................. 92
Checking the serial number ................................................................. 92
Checking the firmware version .................................................................. 92
Reset functions ....................................................................................... 92
How to reset the machine .................................................................... 93

C Settings and features tables

Using the Settings Tables ............................................................................. 94
Memory Storage ........................................................................................ 94
Menu table .............................................................................................. 95
Entering Text ............................................................................................ 114
Inserting spaces ...................................................................................... 114
Making corrections ................................................................................... 114
Repeating letters .................................................................................... 114
Special characters and symbols .............................................................. 115
# Table of Contents

## (Advanced User’s Guide)

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

<table>
<thead>
<tr>
<th>1 General setup</th>
<th>A Routine maintenance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Memory Storage</td>
<td>Cleaning and checking the machine</td>
</tr>
<tr>
<td>Volume Settings (MFC models)</td>
<td>Packing and shipping the machine</td>
</tr>
<tr>
<td>Automatic Daylight Saving Time (MFC models)</td>
<td></td>
</tr>
<tr>
<td>Sleep Mode</td>
<td></td>
</tr>
<tr>
<td>LCD screen</td>
<td></td>
</tr>
<tr>
<td>Mode Timer (MFC models)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2 Security features (MFC models)</th>
<th>B Glossary</th>
</tr>
</thead>
<tbody>
<tr>
<td>TX Lock</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3 Sending a fax (MFC models)</th>
<th>C Index</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional sending options</td>
<td></td>
</tr>
<tr>
<td>Additional sending operations</td>
<td></td>
</tr>
</tbody>
</table>

| 4 Receiving a fax (MFC models) | |
|-------------------------------| |
| Memory Receive (Black & White only) | |
| Additional receiving operations | |

| 5 Dialing and storing numbers (MFC models) | |
|--------------------------------------------| |
| Voice operations | |
| Additional dialing operations | |
| Additional ways to store numbers | |

| 6 Printing reports | |
|--------------------| |
| Fax reports (MFC models) | |
| Reports | |

| 7 Making copies | |
|-----------------| |
| Copy options | |
General information

Using the documentation

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

Symbols and conventions used in the documentation

The following symbols and conventions are used throughout the documentation.

**Bold**

Bold typeface identifies specific keys on the machine’s control panel and buttons on the computer screen.

**Italics**

Italics typeface emphasizes an important point or refers you to a related topic.

**Courier New**

Text in Courier New font identifies messages on the LCD of the machine.

**WARNING**

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

**CAUTION**

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

**IMPORTANT**

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

**NOTE**

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

![Electrical Hazard icons alert you to possible electrical shock.](image)

Accessing Brother Utilities (Windows® 8)

If you are using a tablet running Windows® 8, you can make your selections either by tapping the screen or by clicking with your mouse.

After the printer driver is installed, the **(Brother Utilities)** appears on both the Start screen and the desktop.

1. Tap or click **Brother Utilities** either on the Start screen or the desktop.
Chapter 1

2 Select your machine.

3 Choose the function you want to use.


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

Viewing User’s Guides

(Windows®)


To view the documentation, from

(Start), All Programs, select Brother, MFC-XXXX (where XXXX is your model name) from the programs group, and then choose User’s Guides.

(Windows® 8/Windows Server® 2012)

Click (Brother Utilities), and then click the drop-down list and select your model name (if not already selected). Click Support in the left navigation bar, and then click User’s Guides.

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

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

NOTE

If the Brother screen does not appear, go to Computer (My Computer). (For Windows® 8 and Windows Server® 2012: Click (File Explorer) on the taskbar, and then go to Computer.) Double-click the CD-ROM icon, and then double-click start.exe.

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

Click User’s Guides.

Click PDF/HTML documents. If the country screen appears, choose your country. After the list of User’s Guides appears, choose the guide you want to read.

(Windows®)

Scan
ControlCenter
Nuance™ PaperPort™ 12SE How-to-Guides

The complete Nuance™ PaperPort™ 12SE How-to-Guides can be viewed from the Help selection in the PaperPort™ 12SE application.

Presto! PageManager User’s Guide (Macintosh)

NOTE
Presto! PageManager is available as a download from http://nj.newsoft.com.tw/download/brother/PM9SEInstaller_BR_multilang2.dmg

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

How to find Network setup instructions
Your machine can be connected to a wireless network.

Basic setup instructions (See Quick Setup Guide.)

The wireless access point or router supports Wi-Fi Protected Setup™ or AOSS™ (See Quick Setup Guide.)

For more information about network setup, see Software and Network User’s Guide: Network.
Chapter 1

How to access Guides for Advanced Features

You can view and download these Guides from the Brother Solutions Center at: http://solutions.brother.com/.
Click Manuals on your model’s page to download the documentation.

Web Connect Guide
This Guide provides useful information about accessing Internet services from the Brother machine, as well as downloading images, printing data and uploading files directly to Internet services.

AirPrint Guide
This Guide provides information for using AirPrint to print from OS X v10.7.x, 10.8.x and your iPhone, iPod touch, iPad, or other iOS device to your Brother machine without installing a printer driver.

Google Cloud Print Guide
This Guide provides details on how to use Google Cloud Print™ services for printing over the Internet.

Mobile Print/Scan Guide for Brother iPrint&Scan
This Guide provides useful information about printing from your mobile device and scanning from your Brother machine to your mobile device when connected to a Wi-Fi network.

Accessing Brother Support (Windows®)

You can find all the contacts you will need, such as Web support (Brother Solutions Center), Customer Service and Brother Authorized Service Centers in Brother numbers on page i and on the CD-ROM.

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

■ To access our website (http://www.brother.com/), click Brother Home Page.
■ To view all Brother Numbers, including Customer Service numbers for the USA and Canada, click Support Information.
■ To access the USA Brother online shopping mall (http://www.brothermall.com/) for additional product and services information, click Brother Mall.com.
■ To access Canada’s Brother online shopping mall (http://www.brother.ca/) for additional product and services information, click Shop Online (Canada).
■ For the latest news and product support information (http://solutions.brother.com/), click Brother Solutions Center.
■ To visit our website for genuine Brother Supplies (http://www.brother.com/original/), click Supplies Information.
To access the Brother CreativeCenter (http://www.brother.com/creativecenter/) for FREE photo projects and printable downloads, click Brother CreativeCenter.

To return to the Top Menu, click Back or if you are finished, click Exit.

Accessing Brother Support (Macintosh)

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

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

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

The MFC-J450DW, MFC-J470DW and MFC-J475DW have the same control panel keys.

1 LCD (Liquid Crystal Display)
Displays messages on the screen to help you set up and use your machine.

2 Mode keys:
   - FAX
     Lets you access Fax mode.
   - SCAN
     Lets you access Scan mode.
   - COPY
     Lets you access Copy mode.
   - WEB
     Lets you connect the Brother machine to an Internet service when you press WEB. For more information, see Web Connect Guide.

3 Telephone keys:
   - Redial/Pause
     Redials the last 30 numbers called. It also inserts a pause when dialing numbers.
   - Hook
     Press before dialing when you want to listen to make sure a fax machine has answered, and then press Black Start or Color Start. Also, press this key after picking up the handset of the external telephone during the F/T pseudo/double-ring.

NOTE
Most of the illustrations in this User’s Guide show the MFC-J470DW.
4 Start keys:

- **Black Start**
  Lets you start sending faxes or making copies in black & white. Also lets you start a scanning operation (in color or black & white depending on the scan setting in the ControlCenter software).

- **Color Start**
  Lets you start sending faxes or making copies in full color. Also lets you start a scanning operation (in color or black & white, depending on the scan setting in the ControlCenter software).

5 **Power On/Off**

Press **to turn on the machine.

Press and hold down **to turn off the machine. The LCD will show **Shutting Down** and will stay on for a few seconds before turning itself off.

If you have connected an external telephone or TAD, it is always available.

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

6 **Stop/Exit**

Stops an operation or exits the menu.
7 Dial Pad
Use these keys to dial telephone and fax numbers and as a keyboard for entering information into the machine.

8 Menu keys:

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

Press to store Speed Dial and Group numbers in the machine’s memory. Lets you store, look up, and dial numbers that are in the memory.

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

Press or to scroll through the menus and options.

Access the main menu.

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

Lets you choose a setting.

---

**LCD screen**

The LCD shows the machine’s status when the machine is idle.

1 Wireless Status
A four-level indicator on the Ready mode screen shows the current wireless signal strength if you are using a wireless connection.

2 Receive Mode
See the current Receive Mode:
- Fax (Fax Only)
- F/T (Fax/Tel)
- TAD (External TAD)
- Mnl (Manual)

**NOTE**
When the Distinctive Ring feature is turned on, the LCD shows D/R. For more information, see Distinctive Ring on page 33.

3 Ink
See the remaining ink volume. When the ink cartridge is near the end of life or having a problem, the error icon is displayed on the color ink. For more information, see Advanced User’s Guide: Checking the ink volume.

4 Faxes in memory
You can see how many received faxes are in the memory.
Basic Operations

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

1. Press Menu.
2. Press ▲ or ▼ to choose Fax.
3. Press OK.
4. Press ▲ or ▼ to choose Setup Receive.
5. Press OK.
6. Press ▲ or ▼ to choose Receive Mode.
7. Press OK.

Press OK.

You can see the current setting on the LCD:

NOTE
Press Clear if you want to go back to the previous level.

Press Stop/Exit.
Loading paper and other print media

Load only one size of paper and one type of paper in the paper tray at a time.
(For more information about paper size, weight and thickness, see Choosing the right print media on page 19.)

1 Pull the paper tray completely out of the machine.

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

- When you load a different paper size in the tray, you will need to change the Paper Size setting in the machine at the same time.
(See Paper Size on page 16.)

2 Lift the output paper tray cover (1).

3 Gently press and slide the paper width guides (1) and then the paper length guide (2) to fit the paper size.
Make sure that the triangular marks (3) on the paper width guides (1) and paper length guide (2) line up with the marks for the paper size you are using.
NOTE
When you are using Legal size paper, press and hold the universal guide release button (1) as you slide out the front of the paper tray.

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

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

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

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

NOTE
If you want to add paper before the tray is empty, remove the paper from the tray and combine it with the paper you are adding. Always fan the stack of paper well before loading it in the tray. If you add paper without fanning the stack, the machine may feed multiple pages.
6 Gently adjust the paper width guides (1) to fit the paper. Make sure the paper width guides touch the sides of the paper.

7 Close the output paper tray cover.

8 Slowly and firmly push the paper tray completely into the machine.

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

IMPORTANT
DO NOT use the paper support flap for Legal size paper.
Loading envelopes

About envelopes

- Use envelopes that weigh from 20 to 25 lb (80 to 95 g/m²).
- Some envelopes need margin settings to be set in the application. Make sure you do a test print first before printing many envelopes.

IMPORTANT

DO NOT use the following types of envelopes, as they will not feed correctly:

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

### Glue Double flaps

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

Loading envelopes

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

IMPORTANT

If envelopes are “double-feeding,” put one envelope in the paper tray at a time.
Put envelopes in the paper tray with the address side down. If the envelope flaps are on the long edge, load the envelopes with the flap on the left, as shown in the illustration. Gently press and slide the paper width guides (1) and paper length guide (2) to fit the size of the envelopes.

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

1. Open the envelope flap.
2. Put the envelope into the paper tray with the address side down and the flap positioned as shown in the illustration.
3. Select **Reverse Print** (Windows®) or **Reverse page orientation** (Macintosh) in the printer driver’s dialog box, and then adjust the size and margin in your application.

For more information, see Software and Network User’s Guide: **Reverse Print** (Windows®) or **Reverse Print** (Macintosh).
Unprintable area

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

For more information, see Software and Network User's Guide: Print without a Border (Windows®) or Print without a Border (Macintosh).

**Cut-Sheet Paper**

<table>
<thead>
<tr>
<th></th>
<th>Top (1)</th>
<th>Left (2)</th>
<th>Bottom (3)</th>
<th>Right (4)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cut-Sheet</td>
<td>0.12 in. (3 mm)</td>
<td>0.12 in. (3 mm)</td>
<td>0.12 in. (3 mm)</td>
<td>0.12 in. (3 mm)</td>
</tr>
<tr>
<td>Envelopes</td>
<td>0.87 in. (22 mm)</td>
<td>0.12 in. (3 mm)</td>
<td>0.87 in. (22 mm)</td>
<td>0.12 in. (3 mm)</td>
</tr>
</tbody>
</table>

**NOTE**

The Borderless print feature is not available for envelopes and 2-sided printing.
Paper settings

Paper Type

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

1. Press Menu.
2. Press ▲ or ▼ to choose General Setup.
   Press OK.
3. Press ▲ or ▼ to choose Paper Type.
   Press OK.
4. Press ▲ or ▼ to choose Plain Paper, Inkjet Paper, Brother BP71, Other Glossy or Transparency.
   Press OK.
5. Press Stop/Exit.

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

Paper Size

You can use the following sizes of paper for copies: Letter, Legal, A4, A5, Executive and Photo (4” x 6”)/(10 x 15 cm). You can use the following sizes of paper for printing faxes: Letter, Legal and A4. When you change the size of paper you load in the machine, you will need to change the Paper Size setting at the same time so your machine can fit an incoming fax on the page.

1. Press Menu.
2. Press ▲ or ▼ to choose General Setup.
   Press OK.
3. Press ▲ or ▼ to choose Paper Size.
   Press OK.
4. Press ▲ or ▼ to choose Letter, Legal, A4, A5, EXE or 4”x6”.
   Press OK.
5. Press Stop/Exit.
Acceptable paper and other print media

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

To get the best print quality for the settings you have chosen, always set the Paper Type to match the type of paper you load.

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

We recommend testing various paper types before buying large quantities.

For best results, use Brother paper.

- When you print on inkjet paper (coated paper), transparencies and glossy paper, be sure to choose the correct print media in the Basic tab of the printer driver or in the Paper Type setting of the machine's menu.

  (See Paper Type on page 16.)

- When you print on Brother Photo paper, load one extra sheet of the same photo paper in the paper tray. An extra sheet has been included in the paper package for this purpose.

- When using transparencies or photo paper, remove each sheet at once to prevent smudging or paper jams.

- Avoid touching the printed surface of the paper immediately after printing; the surface may not be completely dry and may stain your fingers.

Recommended print media

To get the best print quality, we suggest using the Brother paper in the table.

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

<table>
<thead>
<tr>
<th>Paper Type</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>Premium Plus Glossy</td>
<td>BP71GLTR</td>
</tr>
<tr>
<td>Photo</td>
<td>BP71GP20</td>
</tr>
</tbody>
</table>

Handling and using print media

- Store paper in its original packaging and keep it sealed. Keep the paper flat and away from moisture, direct sunlight and heat.

- Avoid touching the shiny (coated) side of the photo paper.

- Avoid touching either side of the transparency paper because they absorb water and perspiration easily, and this may cause decreased output quality. Transparencies designed for laser printers/copiers may stain your next document. Use only transparencies recommended for inkjet printing.
IMPORTANT
DO NOT use the following kinds of paper:

- Damaged, curled, wrinkled, or irregularly shaped

1 0.08 in. (2 mm) or greater curl may cause jams to occur.

- Extremely shiny or highly textured
- Paper that cannot be arranged uniformly when stacked
- Paper made with a short grain

Paper capacity of the output paper tray cover

Up to 50 sheets of Letter, Legal or A4 20 lb (80 g/m²) paper.

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

Paper type and size for each operation

<table>
<thead>
<tr>
<th>Paper Type</th>
<th>Paper Size</th>
<th>Usage</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Fax</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Copy</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Printer</td>
</tr>
<tr>
<td>Cut-Sheet</td>
<td>Letter</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>8 1/2 × 11 in. (215.9 × 279.4 mm)</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>A4</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>8.3 × 11.7 in. (210 × 297 mm)</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Legal</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>8 1/2 × 14 in. (215.9 × 355.6 mm)</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Executive</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>7 1/4 × 10 1/2 in. (184 × 267 mm)</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>A5</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>5.8 × 8.3 in. (148 × 210 mm)</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>A6</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>4.1 × 5.8 in. (105 × 148 mm)</td>
<td>Yes</td>
</tr>
<tr>
<td>Cards</td>
<td>Photo</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>4 × 6 in. (10 × 15 cm)</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Photo 2L</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>5 × 7 in. (13 × 18 cm)</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>Index Card</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>5 × 8 in. (127 × 203 mm)</td>
<td>Yes</td>
</tr>
<tr>
<td>Envelopes</td>
<td>C5 Envelope</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>6.4 × 9 in. (162 × 229 mm)</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>DL Envelope</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>4.3 × 8.7 in. (110 × 220 mm)</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>Com-10</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>4 1/8 × 9 1/2 in. (105 × 241 mm)</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>Monarch</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>3 7/8 × 7 1/2 in. (98 × 191 mm)</td>
<td>–</td>
</tr>
<tr>
<td>Transparencies</td>
<td>Letter</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>8 1/2 × 11 in. (215.9 × 279.4 mm)</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>A4</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>8.3 × 11.7 in. (210 × 297 mm)</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Legal</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>8 1/2 × 14 in. (215.9 × 355.6 mm)</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>A5</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>5.8 × 8.3 in. (148 × 210 mm)</td>
<td>Yes</td>
</tr>
</tbody>
</table>
## Paper weight, thickness and capacity

<table>
<thead>
<tr>
<th>Paper Type</th>
<th>Weight</th>
<th>Thickness</th>
<th>No. of sheets</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cut Sheet</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plain Paper</td>
<td>17 to 32 lb (64 to 120 g/m²)</td>
<td>3 to 6 mil (0.08 to 0.15 mm)</td>
<td>100 ¹</td>
</tr>
<tr>
<td>Inkjet Paper</td>
<td>17 to 53 lb (64 to 200 g/m²)</td>
<td>3 to 10 mil (0.08 to 0.25 mm)</td>
<td>20</td>
</tr>
<tr>
<td>Glossy Paper</td>
<td>Up to 58 lb (Up to 220 g/m²)</td>
<td>Up to 10 mil (Up to 0.25 mm)</td>
<td>20 ²</td>
</tr>
<tr>
<td>Cards</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Photo (4&quot; × 6&quot;)/ (10 × 15 cm)</td>
<td>Up to 58 lb (Up to 220 g/m²)</td>
<td>Up to 10 mil (Up to 0.25 mm)</td>
<td>20 ²</td>
</tr>
<tr>
<td>Index Card</td>
<td>Up to 32 lb (Up to 120 g/m²)</td>
<td>Up to 6 mil (Up to 0.15 mm)</td>
<td>30</td>
</tr>
<tr>
<td>Envelopes</td>
<td>20 to 25 lb (80 to 95 g/m²)</td>
<td>Up to 20 mil (Up to 0.52 mm)</td>
<td>10</td>
</tr>
<tr>
<td>Transparencies</td>
<td>–</td>
<td>–</td>
<td>10</td>
</tr>
</tbody>
</table>

¹ Up to 100 sheets of plain paper 20 lb (80 g/m²).
² BP71 69 lb (260 g/m²) paper is especially designed for Brother inkjet machines.
How to load documents

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

Using the ADF

The ADF can hold up to 20 pages and feeds each sheet individually. Use paper that is within the sizes and weights shown in the table. Always fan the pages before placing them in the ADF.

Document Sizes and Weights

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Length</td>
<td>5.8 to 14 in.</td>
<td>(148 to 355.6 mm)</td>
<td></td>
</tr>
<tr>
<td>Width</td>
<td>5.8 to 8.5 in.</td>
<td>(148 to 215.9 mm)</td>
<td></td>
</tr>
<tr>
<td>Weight</td>
<td>17 to 24 lb</td>
<td>(64 to 90 g/m²)</td>
<td></td>
</tr>
</tbody>
</table>

How to load documents

IMPORTANT

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

Make sure documents with ink or correction fluid are completely dry.

1. Unfold the ADF Document Support (1).

2. Fan the pages well.

3. Adjust the paper guides (1) to fit the width of your document.

4. Place your document, face down, top edge first in the ADF underneath the guides until the screen shows ADF Ready. and you feel it touch the feed rollers.

IMPORTANT

DO NOT leave a thick document on the scanner glass. If you do this, the ADF may jam.
After using the ADF, close the ADF Document Support. Push down on the upper-left portion of the ADF Document Support to close it completely.

**Using the scanner glass**

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

**Document Sizes Supported**

<table>
<thead>
<tr>
<th></th>
<th>Up to 11.7 in. (297 mm)</th>
<th>Up to 8.5 in. (215.9 mm)</th>
<th>Up to 4.4 lb (2 kg)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Length</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Width</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Weight</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**How to load documents**

**NOTE**

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

1. Lift the document cover.
2. Using the document guidelines on the left and top, place the document **face down** in the upper left corner of the scanner glass.
3. Close the document cover.

**IMPORTANT**

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

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

![Diagram showing unscannable areas]

<table>
<thead>
<tr>
<th>Usage</th>
<th>Document Size</th>
<th>Top (1) Bottom (3)</th>
<th>Left (2) Right (4)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fax</td>
<td>Letter</td>
<td>0.12 in. (3 mm)</td>
<td>0.16 in. (4 mm)</td>
</tr>
<tr>
<td></td>
<td>Legal</td>
<td></td>
<td>0.12 in. 1 (3 mm)</td>
</tr>
<tr>
<td></td>
<td>A4</td>
<td></td>
<td>0.12 in. (3 mm)</td>
</tr>
<tr>
<td>Copy</td>
<td>All paper sizes</td>
<td>0.12 in. (3 mm)</td>
<td>0.12 in. (3 mm)</td>
</tr>
<tr>
<td>Scan</td>
<td></td>
<td>0.04 in. (1 mm)</td>
<td>0.04 in. (1 mm)</td>
</tr>
</tbody>
</table>

1 The unscannable area is 0.04 in. (1 mm) when you use the ADF.
How to send a fax

The following steps show how to send a fax.

1. Do one of the following to load your document:
   - Place the document face down in the ADF. (See Using the ADF on page 21.)
   - Load your document face down on the scanner glass. (See Using the scanner glass on page 22.)

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

2. Press (FAX).
   - The LCD shows:

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

   **(Basic User’s Guide)**
   For information about changing the following fax-sending settings, see pages 25 to 26.
   - Glass Scan Size
   - Color Fax Transmission
   - Transmission Verification Report (Setup)

   **(Advanced User’s Guide)**
   For more advanced fax-sending operations and settings (See Advanced User’s Guide: Sending a fax (MFC models).)
   - Contrast
   - Fax Resolution
   - Set New Defaults
   - Factory Reset
   - Faxing at the end of a call
   - Broadcasting
   - Real Time Transmission
   - Overseas Mode
   - Canceling Waiting Jobs

4. Enter the fax number.
   **Using the dial pad**
   **Using the Address Book**
   - Address Book
   **Using call history**
   - Outgoing Call
   - Caller ID hist.
Press Black Start or Color Start.

Faxing from the ADF
- The machine starts scanning and sending the document.

Faxing from the scanner glass
- If you pressed Black Start, the machine starts scanning the first page. Go to step 6.
- If you pressed Color Start, the LCD asks if you want to send a color fax. Press 1 to choose Color fax to confirm. The machine starts scanning and sending the document.

When the LCD asks you Next Page?, do one of the following:
- To send a single page, press 2 to choose No (Send) (or press Black Start again).
  The machine starts sending the document.
- To send more than one page, press 1 to choose Yes and go to step 7.

Place the next page on the scanner glass. Press OK. The machine starts scanning the page. (Repeat steps 6 and 7 for each additional page.)

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

Stop faxing
To stop faxing, press Stop/Exit.

Setting scanner glass size for faxing
When documents are A4 size, you need to set the Scan Size to A4. If you do not, the bottom portion of the faxes will be missing.

1. Load your document.
2. Press (FAX).
3. Press ▲ or ▼ to choose Advanced Settings. Press OK.
4. Press ▲ or ▼ to choose Glass ScanSize. Press OK.
5. Press ▲ or ▼ to choose Letter or A4. Press OK.
6. Enter the fax number.
7. Press Black Start or Color Start.

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

Color fax transmission
Your machine can send a color fax to machines that support this feature.
Color faxes cannot be stored in the machine’s memory. When you send a color fax, the machine will send it in real time (even if Real Time TX is set to Off).
Canceling a fax in progress

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

Transmission Verification Report

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

There are several settings available for the Transmission Verification Report:

- **On**: Prints a report after every fax you send.
- **On+Image**: Prints a report after every fax you send. A portion of the fax’s first page appears on the report.
- **Off**: Prints a report if your fax is unsuccessful due to a transmission error. The report will also print if you send a color fax that the receiving machine prints in black & white. Off is the default setting.
- **Off+Image**: Prints a report if your fax is unsuccessful due to a transmission error. The report will also print if you send a color fax that the receiving machine prints in black & white. A portion of the fax’s first page appears on the report.

1. Press **Menu**.
2. Press ▲ or ▼ to choose Fax. Press **OK**.
3. Press ▲ or ▼ to choose Report Setting. Press **OK**.
4. Press ▲ or ▼ to choose Transmission. Press **OK**.
5. Press ▲ or ▼ to choose On, On+Image, Off or Off+Image. Press **OK**.
6. Press Stop/Exit.

**NOTE**

- If you choose On+Image or Off+Image the image will only appear on the Transmission Verification Report if Real Time Transmission is set to Off. The image will not appear on the report when you send a color fax. (See Advanced User’s Guide: Real Time Transmission.)
- If your transmission is successful, “OK” will appear next to “RESULT” on the Transmission Verification Report. If the transmission is not successful, “NG” will appear next to “RESULT.”
Receive Modes

Choose the correct Receive Mode

The correct Receive Mode is determined by the external devices and telephone subscriber services (Voice Mail, Distinctive Ring, etc.) you will be using on the same line as the Brother machine.

**Will you be using a Distinctive Ring number for receiving faxes?**

Brother uses the term “Distinctive Ring” but different telephone companies may have other names for this service, such as Custom Ringing, RingMaster, Personalized Ring, Teen Ring, Identi-A-Ring, Identi-A-Call, Data Identi-A-Call, Smart Ring and SimpleBiz Fax & Alternate Number Ringing. (See Distinctive Ring on page 33 for instructions on setting up your machine using this feature.)

**Will you be using Voice Mail on the same telephone line as your Brother machine?**

If you have Voice Mail on the same telephone line as your Brother machine, there is a strong possibility that Voice Mail and the Brother machine will conflict with each other when receiving incoming calls. (See Voice Mail on page 32 for instructions on setting up your machine using this service.)

**Will you be using a Telephone Answering Device on the same telephone line as your Brother machine?**

Your external telephone answering device (TAD) will automatically answer every call. Voice messages are stored on the external TAD and fax messages are printed. Choose External TAD as your Receive Mode. (See Connecting an external TAD (telephone answering device) on page 36.)

**Will you be using your Brother machine on a dedicated fax line?**

Your machine automatically answers every call as a fax. Choose Fax Only as your Receive Mode. (See Fax Only on page 29.)

**Will you be using your Brother machine on the same line as your telephone?**

- **Do you want to receive voice calls and faxes automatically?**
  
  Fax/Tel mode is used when sharing the Brother machine and your telephone on the same line. Choose Fax/Tel as your Receive Mode. (See Fax/Tel on page 29.)
  
  **Important Note:** You cannot receive voice messages on either Voice Mail or an answering machine with Fax/Tel mode.

- **Do you expect to receive very few faxes?**
  
  Choose Manual as your Receive Mode. You control the telephone line and must answer every call yourself. (See Manual on page 29.)
To set the Receive Mode, follow the instructions:

1. Press Menu.
2. Press ▲ or ▼ to choose Fax. Press OK.
3. Press ▲ or ▼ to choose Setup Receive. Press OK.
4. Press ▲ or ▼ to choose Receive Mode. Press OK.

**NOTE**

If you cannot change the Receive Mode, make sure the Distinctive Ring feature is set to Off. (See *Turning off Distinctive Ring* on page 34.)

5. Press ▲ or ▼ to choose Fax Only, Fax/Tel, External TAD or Manual. Press OK.
6. Press Stop/Exit.
**Using Receive Modes**

Some Receive Modes answer automatically (Fax Only and Fax/Tel). You may want to change the Ring Delay before using these modes. (See Ring Delay on page 30.)

**Fax Only**

Fax Only mode will automatically answer every call as a fax call.

**Fax/Tel**

Fax/Tel mode helps you manage incoming calls by recognizing whether they are fax or voice calls and handling them in one of the following ways:

- Faxes will be automatically received.
- Voice calls will start the F/T Ring to tell you to pick up the line. The F/T Ring is a fast pseudo/double-ring made by your machine.

If you use Fax/Tel mode, see F/T Ring Time (Fax/Tel mode only) on page 30 and Ring Delay on page 30.

**Manual**

Manual mode turns off all automatic answering functions unless you are using the Distinctive Ring feature.

To receive a fax in Manual mode, lift the handset of the external telephone or press Hook. When you hear fax tones (short repeating beeps), press Black Start or Color Start, and then press 2 to choose Receive. You can also use the Easy Receive feature to receive faxes by lifting a handset on the same line as the machine. (See Easy Receive on page 31.)

**External TAD**

External TAD mode lets an external answering device manage your incoming calls. Incoming calls will be handled in one of the following ways:

- Faxes will be automatically received.
- Voice callers can record a message on the external TAD.

To connect your External TAD, see Connecting an external TAD (telephone answering device) on page 36.
Receive Mode settings

Ring Delay

The Ring Delay sets the number of times the machine rings before it answers in Fax Only or Fax/Tel mode. If you have external or extension telephones on the same line as the machine, keep the ring delay setting of 4 rings.

(See Using external and extension telephones on page 39 and Easy Receive on page 31.)

1 Press Menu.
2 Press ▲ or ▼ to choose Fax. Press OK.
3 Press ▲ or ▼ to choose Setup Receive. Press OK.
4 Press ▲ or ▼ to choose Ring Delay. Press OK.
5 Press ▲ or ▼ to choose how many times you want the machine to ring before it answers (0, 1, 2, 3 or 4). Press OK. If you choose 0, the machine will answer immediately and the line will not ring at all.
6 Press Stop/Exit.

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

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

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

Because the F/T Ring is made by the machine, extension and external telephones will not ring; however, you can still answer the call on any telephone by using a remote code.

(For more information, see Using remote codes on page 39.)

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

NOTE

Even if the caller hangs up during the pseudo/double-ringing, the machine will continue to ring for the set time.
Easy Receive

If Easy Receive is On:
The machine can receive a fax automatically, even if you answer the call. When you see Receiving on the LCD or hear a click on the phone line through the handset you are using, just replace the handset. Your machine will do the rest.

If Easy Receive is Off:
If you are at the machine and answered a call first by lifting the external handset, press Black Start or Color Start, and then press 2 to receive.
If you answered at an extension telephone, press * 5 1. (See Using external and extension telephones on page 39.)

NOTE
• If this feature is set to On, but your machine does not connect a fax call when you lift an extension or external telephone, press the fax receive code * 5 1.
• If you send faxes from a computer on the same telephone line and the machine intercepts them, set Easy Receive to Off.

1 Press Menu.
2 Press ▲ or ▼ to choose Fax. Press OK.
3 Press ▲ or ▼ to choose Setup Receive. Press OK.
4 Press ▲ or ▼ to choose Easy Receive. Press OK.
5 Press ▲ or ▼ to choose On (or Off). Press OK.
6 Press Stop/Exit.
Telephone services

Your machine supports the Caller ID and Distinctive Ring subscriber telephone services that some telephone companies offer.

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

Voice Mail

If you have Voice Mail on the same telephone line as your Brother machine, Voice Mail and the Brother machine will conflict with each other when receiving incoming calls.

For example, if your Voice Mail is set to answer after 4 rings and your Brother machine is set to answer after 2 rings, then your Brother machine will answer first. This will prevent callers from being able to leave a message in your Voice Mail.

Similarly, if your Brother machine is set to answer after 4 rings and your Voice Mail is set to answer after 2 rings, then your Voice Mail will answer first. This will prevent your Brother machine from being able to receive an incoming fax, since Voice Mail cannot transfer the incoming fax back to the Brother machine.

To avoid conflicts between your Brother machine and your Voice Mail service, do one of the following:

Get the Distinctive Ring service from your telephone company. Distinctive Ring is a feature of your Brother machine that allows a person with one line to receive fax and voice calls through two different phone numbers on that one line.

Brother uses the term “Distinctive Ring,” but telephone companies market the service under a variety of names, such as Custom Ringing, Personalized Ring, Smart Ring, RingMaster, Ident-A-Ring, Ident-A-Call, Data Ident-A-Call, Teen Ring, and SimpleBiz Fax & Alternate Number Ringing. This service establishes a second telephone number on the same line as your existing telephone number, and each number has its own ring pattern. Typically, the original number rings with the standard ring pattern and is used for receiving voice calls, and the second number rings with a different ring pattern and is used for receiving faxes. (See Distinctive Ring on page 33.)

OR

Set your Brother machine’s Receive Mode to Manual. Manual mode requires that you answer every incoming call if you want to be able to receive a fax. If the incoming call is a telephone call, then complete the call as you normally would. If you hear fax-sending tones, you must transfer the call to the Brother machine. (See Using external and extension telephones on page 39.)

Unanswered fax and voice calls will go to your Voice Mail. (To set the machine in Manual mode, see Choose the correct Receive Mode on page 27.)
Distinctive Ring

Distinctive Ring is a function of your Brother machine that allows a person with one line to receive fax and voice calls through two different phone numbers on that one line. Brother uses the term “Distinctive Ring,” but telephone companies market the service under a variety of names, such as Smart Ring, Ring Master or Ident-a-Ring. This service establishes a second telephone number on the same line as your existing telephone number, and each number has its own ring pattern. Typically, the original number rings with the standard ring pattern and is used for receiving voice calls, and the second number rings with a different ring pattern and is used for receiving faxes.

**NOTE**

- You must pay for your telephone company's Distinctive Ring service before you program the machine to work with it.
- Please call your telephone company for availability and rates.

What does your telephone company's “Distinctive Ring” do?

Your telephone company's Distinctive Ring service allows you to have more than one number on the same telephone line. **If you need more than one telephone number, it is cheaper than paying for an extra line.** Each telephone number has its own distinctive ring pattern, so you will know which telephone number is ringing. This is one way you can have a separate telephone number for your machine.

What does Brother's “Distinctive Ring” do?

The Brother machine has a Distinctive Ring feature that allows you to use your machine to take full advantage of the telephone company's Distinctive Ring service. The new telephone number on your line can just receive faxes.

Do you have Voice Mail?

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

If you decide to get Distinctive Ring service from the telephone company, you will need to follow the directions in **Registering the Distinctive Ring pattern** to register the new Distinctive Ring pattern they give you. This is so your machine can recognize its incoming calls.

**NOTE**

You can change or cancel the Distinctive Ring pattern at any time. You can switch it off temporarily, and turn it back on later. When you get a new fax number, make sure you reset this feature.

Before you choose the ring pattern to register

You can only register one Distinctive Ring pattern with the machine. Some ring patterns cannot be registered. The ring patterns in the table are supported by your Brother machine. Register the one your telephone company gives you.

<table>
<thead>
<tr>
<th>Ring Pattern</th>
<th>Rings</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>short-short or long-long</td>
</tr>
<tr>
<td>2</td>
<td>short-long-short</td>
</tr>
<tr>
<td>3</td>
<td>short-short-long</td>
</tr>
<tr>
<td>4</td>
<td>very long (normal pattern)</td>
</tr>
</tbody>
</table>
NOTE

Ring Pattern #1 is often called Short-Short and is the most commonly used. If the ring pattern you received is not on this chart, call your telephone company and ask for one that is shown.

- The machine will only answer calls to its registered number.
- The first two rings are silent on the machine. This is because the machine must “listen” to the ring pattern to compare it to the pattern that was registered. Other telephones on the same line will ring.
- If you program the machine correctly, it will recognize the registered ring pattern of the “fax number” within 2 ring patterns and then answer with fax tones. When the “voice number” is called, the machine will not answer.

Registering the Distinctive Ring pattern

Very Important!

After you have set the Distinctive Ring feature to On, your Distinctive Ring number will receive faxes automatically. You will see D/R on the LCD screen and Manual as the Receive Mode setting. You cannot change the Receive Mode from D/R (Manual) to another Receive Mode while Distinctive Ring is set to On. This ensures the Brother machine will only answer the Distinctive Ring number and will not interfere when your main telephone number is called.

1. Press Menu.
2. Press ▲ or ▼ to choose Fax. Press OK.
3. Press ▲ or ▼ to choose Miscellaneous. Press OK.
4. Press ▲ or ▼ to choose Distinctive. Press OK.
5. Press OK.
6. Press ▲ or ▼ to choose On. Press OK.
7. Press ▲ or ▼ to choose Ring Pattern. Press OK.
8. Press ▲ or ▼ to choose the stored ring pattern you want to use. Press OK. (You will hear each ring pattern as you select its number. Make sure you choose the pattern that the telephone company gave you.)
9. Press Stop/Exit. Distinctive Ring is now set to On.

Turning off Distinctive Ring

1. Press Menu.
2. Press ▲ or ▼ to choose Fax. Press OK.
3. Press ▲ or ▼ to choose Miscellaneous. Press OK.
4. Press ▲ or ▼ to choose Distinctive. Press OK. You can see the current setting.
5. Press OK.
6. Press ▲ or ▼ to choose Off. Press OK.
7. Press Stop/Exit.

NOTE

If you turn off Distinctive Ring, the machine will be set to Manual mode. You will need to set the Receive Mode again. (See Choose the correct Receive Mode on page 27.)
Voice over Internet Protocol (VoIP)

VoIP is a type of phone system that uses an Internet connection instead of a traditional telephone line. Telephone providers frequently bundle VoIP together with Internet and cable services.

Your machine may not work with some VoIP systems. If you want to use your machine to send and receive faxes on a VoIP system, make sure that one end of your telephone cord is connected to the jack labeled **LINE** on your machine. The other end of the telephone cord may be connected to a modem, interface box, phone adapter, splitter, or other such device.

- **If you have questions about how to connect your machine to the VoIP system, call your VoIP provider.**

After you have connected your machine to the VoIP system, press **Hook** to verify that the machine has a dial tone. If the machine does not have a dial tone, call your VoIP provider.

If you are having problems sending or receiving faxes over a VoIP system, we recommend changing the machine’s modem speed to the **Basic (for VoIP)** setting (see *Telephone line interference / VoIP* on page 91).
Connecting an external TAD (telephone answering device)

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

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

NOTE

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

• If you subscribe to your telephone company’s Distinctive Ring service:
  You may connect an external TAD to a separate wall jack only if you subscribe to your telephone company’s Distinctive Ring service, have registered the distinctive ring pattern on your machine, and use that number as a fax number. The recommended setting is at least four rings on the external TAD when you have the telephone company’s Distinctive Ring service. You cannot use the Toll Saver setting.

• If you do not subscribe to the Distinctive Ring service:
  You must plug your TAD into the EXT. jack of your machine. If your TAD is plugged into a wall jack, both your machine and the TAD will try to control the telephone line. (See the illustration.)

• Before you connect the external TAD, remove the protective cap (2) from the EXT. jack on the machine.

TAD
Protective Cap

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

IMPORTANT

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

The external TAD must be plugged into the jack labeled EXT. Your machine cannot work correctly if you plug the TAD into a wall jack (unless you are using Distinctive Ring).

1. Place both hands under the plastic tabs on both sides of the machine to lift the scanner cover into the open position.
2. Plug the telephone line cord from the telephone wall jack into the jack labeled LINE.
3. Remove the protective cap (1) from the jack labeled EXT., and then plug the telephone line cord from the external TAD into the EXT. jack. (Make sure this cord is connected to the TAD at the TAD’s telephone line jack, and not its handset jack.)
4. Carefully guide the telephone line cord into the cable channel and out the back of the machine.
5. Lift the scanner cover to release the lock. Gently push the scanner cover support down and close the scanner cover using both hands.
6. Set your external TAD to four rings or less. (The machine’s Ring Delay setting does not apply.)
7. Record the outgoing message on your external TAD.
8. Set the TAD to answer calls.
9. Set the Receive Mode to External TAD. (See Choose the correct Receive Mode on page 27.)

Recording an outgoing message (OGM) on the external TAD

Timing is important in recording this message. The way you record this message will affect both manual and automatic fax reception.

1. Record 5 seconds of silence at the beginning of your message. (This allows your machine time to listen for the fax CNG tones of automatic transmissions before they stop.)
2. Limit your speaking to 20 seconds.
3. End your 20-second message by giving your Fax Receive Code for people sending manual faxes. For example: “After the beep, leave a message or send a fax by pressing # 51 and Start.”

NOTE

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

We suggest you ask the company who installed your PBX to connect your machine. If you have a multi-line system, we suggest you ask the installer to connect the unit to the last line on the system. This prevents the machine being activated each time the system receives telephone calls. If all incoming calls will be answered by a switchboard operator, we recommend that you set the Receive Mode to Manual.

We cannot guarantee that your machine will operate correctly under all circumstances when connected to a PBX. Any difficulties with sending or receiving faxes should be reported first to the company who handles your PBX.

External and extension telephones

Connecting an external telephone

You can connect a separate telephone (2) to your machine as shown in the diagram.

Before you connect the external telephone, remove the protective cap (3) from the EXT. jack.

Connect the telephone line cord to the jack labeled EXT inside the machine.

Carefully guide the telephone line cord into the cable channel and out the back of the machine.

1 Extension telephone
2 External telephone
3 Protective Cap
Using external and extension telephones

Using extension telephones
If you answer a fax call at an extension telephone, you can make your machine receive the fax by pressing the Fax Receive Code * 51.

If the machine answers a voice call and pseudo/double-rings for you to take over, you can take the call at an extension telephone by pressing the Telephone Answer Code # 51. (See F/T Ring Time (Fax/Tel mode only) on page 30.)

Using an external telephone (connected to the EXT. jack of the machine)
If you answer a fax call at the external telephone connected to the EXT. jack of the machine, you can make the machine receive the fax by pressing Black Start or Color Start and 2 to choose Receive.

You can also use the Fax Receive Code * 51.

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

If you answer a call and no one is on the line:
Assume you are receiving a manual fax.
Press * 51 and wait for the chirp or until the LCD shows Receiving, and then hang up.

NOTE
You can also use the Easy Receive feature to make your machine automatically take the call. (See Easy Receive on page 31.)

Using a non-Brother cordless external telephone
If your non-Brother cordless telephone is connected to the EXT. jack of the machine and you typically carry the cordless handset elsewhere, it is easier to answer calls during the Ring Delay.

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

Using remote codes

Fax Receive Code
If you answer a fax call on an extension telephone, you can tell your machine to receive it by dialing the Fax Receive Code * 51. Wait for the chirping sounds and then replace the handset. (See Easy Receive on page 31.)

If you answer a fax call at the external telephone connected to the EXT. jack of the machine, you can make the machine receive the fax by pressing Black Start or Color Start and 2 to choose Receive.

Telephone Answer Code
If you receive a voice call and the machine is in Fax/Tel mode, it will start to sound the F/T (pseudo/double) ring after the initial ring delay. If you pick up the call on an extension telephone, you can turn the F/T Ring off by pressing # 51 (make sure you press this between the rings).

If the machine answers a voice call and pseudo/double-rings for you to take over, you can take the call at the external telephone connected to the EXT. jack of the machine by pressing Hook.
Changing the remote codes

The preset Fax Receive Code is * 5 1. The preset Telephone Answer Code is # 5 1. If you want to, you can replace them with your own codes.

1. Press Menu.
2. Press ▲ or ▼ to choose Fax. Press OK.
3. Press ▲ or ▼ to choose Setup Receive. Press OK.
4. Press ▲ or ▼ to choose Remote Codes. Press OK.
5. Press ▲ or ▼ to choose On (or Off). Press OK.
6. Enter the new Fax Receive Code. Press OK.
7. Enter the new Telephone Answer Code. Press OK.
8. Press Stop/Exit.

NOTE

- If you are always disconnected when accessing your external TAD remotely, try changing the Fax Receive Code and Telephone Answer Code to another three-digit code (such as # # # and 9 9 9).
- Remote Codes might not work with some telephone systems.
How to dial

Manual dialing

1. Load your document.
2. Press (FAX).
3. Press all of the digits of the fax number.
4. Press Black Start or Color Start.

Speed Dialing

1. Load your document.
2. Press (Address Book).
   Or, you can press (FAX) and then press ▲ or ▼ to choose Address Book and press OK.
3. Press ▲ or ▼ to choose Search. Press OK.
4. Do one of the following:
   - Press ▲ or ▼ to choose Alphabetical Order or Numerical Order. Press OK.
   - Press the two-digit Speed Dial number using the dial pad. (See Storing Speed Dial numbers on page 42.)

NOTE

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

5. Press ▲ or ▼ to choose the number you want to dial. Press OK.
6. Press OK to choose Send a fax.
7. Press Black Start or Color Start. The machine scans and sends the fax.
Fax Redial

*If you are sending a fax automatically and the line is busy, the machine will redial once after five minutes.*

Redial only works if you dialed from the control panel.

1. Load your document.
2. Press **Redial/Pause**.
3. Press ▲ or ▼ to choose the number you want to redial. Press **OK**.
4. Press ▲ or ▼ to choose **Send a fax**. Press **OK**.
5. Press **Black Start** or **Color Start**.

**NOTE**

- In Real Time Transmission the automatic redial feature does not work when you are using the scanner glass.
- If you are sending a fax manually and the line is busy, press **Hook** and **Redial/Pause** before performing step 3 above.

Storing numbers

You can set up your machine to do the following types of easy dialing: Speed Dial and Groups for broadcasting faxes.

(See Advanced User’s Guide: *Setting up Groups for Broadcasting and Broadcasting (Black & White only).* )

**NOTE**

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

Storing a pause

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

Storing Speed Dial numbers

You can store up to 40 two-digit Speed Dial numbers, and each number has a name. When you dial, you will only have to press a few keys (for example: 📑 (Address Book), Search, **OK**, the two-digit number, and **Black Start** or **Color Start**).

1. Press 📑 (Address Book).
   Or, you can press 📅 (FAX) and then press ▲ or ▼ to choose Address Book and press **OK**.
2. Press ▲ or ▼ to choose **Set Speed Dial**.
   Press **OK**.
3. Press ▲ or ▼ to choose the two-digit Speed Dial location where you want to store the number. Press **OK**.
Dialing and storing numbers

Do one of the following:
- Enter the name (up to 16 characters) using the dial pad.
  Press OK.
  (For help entering letters, see Entering Text on page 114.)
- To store the number without a name, press OK.

Enter the fax or telephone number (up to 20 digits).
Press OK.

Press ▲ or ▼ to choose Complete.
Press OK.

Do one of the following:
- To store another Speed Dial number, go to step ③.
- If you are finished storing numbers, press Stop/Exit.

Changing or deleting Speed Dial names or numbers

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

1. Press (Address Book).
   Or, you can press (FAX) and then press ▲ or ▼ to choose Address Book and press OK.

2. Press ▲ or ▼ to choose Set Speed Dial.
   Press OK.

3. Press ▲ or ▼ to choose the two-digit Speed Dial number you want to change.
   Press OK.

Do one of the following:
- Press ▲ or ▼ to choose Change.
  Press OK.
- Press ▲ or ▼ to choose Delete.
  Press OK.
  Press 1 to confirm.
  Go to step ⑧.

NOTE
How to change the stored name or number:
If you want to change a character, press ◀ or ▶ to position the cursor under the character you want to change, and then press Clear. Re-enter the character.

If you want to change the name, press ▲ or ▼ to choose Name, then press OK and enter the new name using the dial pad (up to 16 characters).
Press OK.
(For help entering letters, see Entering Text on page 114.)

If you want to change the fax or telephone number, press ▲ or ▼ to choose Fax/Tel, then press OK and enter the new fax or telephone number using the dial pad (up to 20 digits).
Press OK.

Press ▲ or ▼ to choose Complete.
Press OK.

Press Stop/Exit.
How to copy

The following steps show the basic copy operation.

1. Do one of the following to load your document:
   - Place the document face down in the ADF.
     (See Using the ADF on page 21.)
   - Place the document face down on the scanner glass.
     (See Using the scanner glass on page 22.)

2. Press \( \text{COPY} \).
   - The LCD shows:

   ![Copy LCD Screen](image)

   1. **No. of Copies**
      Use the dial pad to enter the number of copies.

   **NOTE**
   The default setting is Ready mode. You can change the amount of time that the machine stays in COPY mode after the last copy operation.
   (See Advanced User’s Guide: Mode Timer (MFC models).)

3. If you want more than one copy, enter the number (up to 99).

4. Press **Black Start** or **Color Start**.

Stop copying

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

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

(Basic User’s Guide)
For information about changing the following copy settings, see page 45.
- Paper Type
- Paper Size

(Advanced User’s Guide)
For information about changing the following copy settings, see Advanced User’s Guide: Copy options.
- Quality
- Enlarge/Reduce
- Page Layout
- 2in1 (ID)
- Stack/Sort
- Density
- Remove Background
- 2-sided Copy
- Set New Default
- Factory Reset

NOTE
If you want to sort copies, use the ADF.

Paper Type

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

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

Paper Size

If you are copying on paper other than Letter size, you will need to change the Paper Size setting. You can copy only on Letter, Legal, A4, A5, Executive or Photo (4” × 6”)/(10 × 15 cm) paper.

1. Load your document.
2. Press (COPY).
3. Enter the number of copies you want.
4. Press ▲ or ▼ to choose Paper Size. Press OK.
5. Press ▲ or ▼ to choose Letter, Legal, A4, A5, EXE or 4” × 6”. Press OK.
6. If you do not want to change more settings, press Black Start or Color Start.
How to print from a computer

Printing a document

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

For more information, see Software and Network User’s Guide: Print.

1. Install the Brother printer driver from the CD-ROM. (See Quick Setup Guide.)

2. From your application, choose the Print command.

3. Choose the name of your machine in the Print dialog box and click Properties or Preferences, depending on the application you are using.

4. Choose the settings you want to change in the Properties dialog box. Commonly used settings include:
   - Media Type
   - Print Quality
   - Paper Size
   - Orientation
   - Color / Grayscale
   - Ink Save Mode
   - Scaling
   - 2-sided / Booklet

5. Click OK.

6. Click Print (or OK depending on the application you are using) to begin printing.
How to scan to a computer

Before scanning

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

- Install the scanner drivers from the CD-ROM. (See Quick Setup Guide: Install MFL-Pro Suite.)
- Configure the machine with a TCP/IP address if network scanning does not work.
  For more information, see Software and Network User’s Guide: Configure Network Scanning for Windows®.
Scanning a document as a PDF file using ControlCenter4 (Windows®)

For more information, see Software and Network User’s Guide: Scan Using ControlCenter4 Advanced Mode (Windows®).

**NOTE**

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

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

1. Load your document. (See How to load documents on page 21.)

2. (Windows® XP, Windows Vista® and Windows® 7)
   
   Open ControlCenter4 by clicking (Start)/All Programs/Brother/MFC-XXXX (where XXXX is your model name)/ControlCenter4. The ControlCenter4 application will open.

   (Windows® 8)
   
   Click (Brother Utilities), and then click the drop-down list and select your model name (if not already selected). Click SCAN in the left navigation bar, and then click ControlCenter4. The ControlCenter4 application will open.

3. If the ControlCenter4 Mode screen appears, choose the Advanced Mode, and then click OK.

4. Make sure the machine you want to use is selected from the Model drop-down list.
5 Set the scanning configuration. Click Configuration, and then select Button settings, Scan and File.

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

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

6 Click OK.
Chapter 10

7 Click **File**.

![Image of Scanner Software](image)

8 Press **Scan**.

The machine starts the scanning process. The folder where the scanned data is saved will open automatically.

![Image of File Save Settings](image)
How to change the machine’s SCAN mode settings for PDF scanning

You can change your machine’s SCAN mode settings using ControlCenter4. (Windows®)

1. (Windows® XP, Windows Vista® and Windows® 7) Open ControlCenter4 by clicking (Start)/All Programs/Brother/MFC-XXXX (where XXXX is your model name)/ControlCenter4. The ControlCenter4 application will open.

(Windows® 8) Click (Brother Utilities), and then click the drop-down list and select your model name (if not already selected). Click SCAN in the left navigation bar, and then click ControlCenter4. The ControlCenter4 application will open.

2. Make sure the machine you want to use is selected from the Model drop-down list.

3. Click the Device Settings tab.

4. Click Device Scan Settings.
Choose the **File** tab. You can change the default settings.

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

6. Click **OK**.
How to scan a document as a PDF file using the control panel

1. Load your document. (See How to load documents on page 21.)

2. Press (SCAN).

3. Press ▲ or ▼ to select the Scan to File option. Press OK.

4. If the machine is connected to a network, press ▲ or ▼ to select the PC Name. Press OK.
   Do one of the following:
   - If you want to use the default settings, go to step 6.
   - If you want to change the default settings, go to step 5.

5. Press ▲ or ▼ to select the Set with Panel option. Press OK.

6. Press ▲ or ▼ to select the On option. Press OK.

7. Choose the settings for Scan Type, Resolution, File Type, Scan Size and Remove Background as needed. Press OK.

8. Press Black Start or Color Start.
   The machine starts the scanning process.

**NOTE**

The following scan modes are available.

- Scan to File
- Scan to E-mail
- Scan to OCR
- Scan to Image
- Web Service 1

---

1 Windows® users only. (Windows Vista® SP2 or later, Windows® 7 and Windows® 8)
For more information, see Software and Network User's Guide: Scan Using Web Services from the Brother Machine (Windows Vista® SP2 or greater, Windows® 7 and Windows® 8).
Replacing the ink cartridges

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

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

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

⚠️ CAUTION ⚠️

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

IMPORTANT

Brother strongly recommends that you do not refill the ink cartridges provided with your machine. We also strongly recommend that you continue to use only Genuine Brother Brand replacement ink cartridges. Use or attempted use of potentially incompatible ink and/or cartridges in the Brother machine may cause damage to the machine and/or may result in unsatisfactory print quality. Our warranty coverage does not apply to any problem that is caused by the use of unauthorized third-party ink and/or cartridges. To protect your investment and obtain premium performance from the Brother machine, we strongly recommend the use of Genuine Brother Supplies.

1. Open the ink cartridge cover (1). If one or more of the ink cartridges have reached the end of their life, the LCD shows **B&W Print Only** or **Cannot Print**.
2 Press the lock release lever as shown to release the cartridge color indicated on the LCD. Remove the cartridge from the machine.

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

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

**IMPORTANT**
DO NOT touch the cartridge in the area indicated (2); this can prevent the machine from detecting the cartridge.
5 Each color has its own correct position. Insert the ink cartridge in the direction of the arrow on the label.

6 Gently push the back of the ink cartridge marked “PUSH” until it latches, and then close the ink cartridge cover.

7 The machine will automatically reset the ink dot counter.

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

**IMPORTANT**
- DO NOT take out ink cartridges if you do not need to replace them. If you do so, it may reduce the ink quantity and the machine will not know the quantity of ink left in the cartridge.
- DO NOT touch the cartridge insertion slots. If you do so, the ink may stain your skin.
- DO NOT shake the ink cartridges. If ink gets on your skin or clothing, immediately wash it off with soap or detergent.
- If you mix the colors by installing an ink cartridge in the wrong position, the LCD shows Wrong Ink Color. Check which ink cartridges are not matched by color to their ink cartridge positions and move them to their correct positions.
- Once you open an ink cartridge, install it in the machine and use it up within six months of installation. Use unopened ink cartridges by the expiration date written on the cartridge package.
- DO NOT dismantle or tamper with the ink cartridge; this can cause the ink to leak out of the cartridge.
Cleaning and checking the machine

Cleaning the scanner

1. Unplug the machine from the AC power outlet.

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

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

NOTE

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

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

After the glass strip is cleaned, the vertical line is gone.
Cleaning the print head

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

Clean the print head if you get a horizontal line in the text or graphics, or blank text on your printed pages. You can clean Black only; Yellow, Cyan, and Magenta at once; or all four colors at once.

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

**IMPORTANT**

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

1. Press Menu.
2. Press ▲ or ▼ to choose Ink. Press OK.
3. Press ▲ or ▼ to choose Cleaning. Press OK.
4. Press ▲ or ▼ to choose Black, Color or All. Press OK.

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

**NOTE**

- If you clean the print head at least five times and the print has not improved, try installing a new Genuine Brother Brand replacement ink cartridge for each problem color. Try cleaning the print head again up to five more times. If the print has not improved, call Brother Customer Service. (See Brother numbers on page i.)
- You can also clean the print head from your PC.

   For more information, see Software and Network User's Guide: Clean the Print Head (Windows®) or Clean the Print Head (Macintosh).

Checking the print quality

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

1. Press Menu.
2. Press ▲ or ▼ to choose Ink. Press OK.
3. Press ▲ or ▼ to choose Test Print. Press OK.
4. Press ▲ or ▼ to choose Print Quality. Press OK.
5. Press Color Start.

   The machine begins printing the Print Quality Check Sheet.
6. Check the quality of the four color blocks on the sheet.
The LCD asks you if the print quality is OK. Do one of the following:

- If all lines are clear and visible, press 1 (Yes) to finish the Print Quality check and go to step 10.
- If you can see missing short lines as shown below, press 2 to choose No.

<table>
<thead>
<tr>
<th>OK</th>
<th>Poor</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1.png" alt="Image" /></td>
<td><img src="image2.png" alt="Image" /></td>
</tr>
</tbody>
</table>

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

The LCD asks you if you want to start cleaning. Press 1 (Yes). The machine starts cleaning the print head.

After the cleaning procedure is finished, press Color Start. The machine prints the Print Quality Check Sheet again. Return to step 6.

Press Stop/Exit.

If you clean the print head at least five times and the print has not improved, try installing a new Genuine Brother Brand replacement ink cartridge for each problem color. Try cleaning the print head again up to five more times. If the print has not improved, call Brother Customer Service. (See Brother numbers on page i.)

**IMPORTANT**

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

**NOTE**

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

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

**Checking the print alignment**

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

1. Press Menu.
2. Press ▲ or ▼ to choose Ink. Press OK.
3. Press ▲ or ▼ to choose Test Print. Press OK.
4. Press ▲ or ▼ to choose Alignment. Press OK.
5 Press Black Start or Color Start.
The machine starts printing the Alignment Check Sheet.

6 For the "A" pattern, press the number of the test print that has the least visible vertical stripes (1-9).
   Repeat this step for the B, C and D patterns.
   In the example number 6 is the best choice for A, B, C and D.

7 Press Stop/Exit.

NOTE

When the print alignment is not adjusted properly, text looks blurry like this.

After the print alignment is adjusted properly, text looks like this.

Setting the date and time

The LCD shows the date and time. If it is not current, re-enter it here.
You can add the date and time to each fax you send by setting your Station ID.

1 Press Menu.

2 Press ▲ or ▼ to choose Initial Setup.
   Press OK.

3 Press ▲ or ▼ to choose Date & Time.
   Press OK.

4 Press ▲ or ▼ to choose Date & Time.
   Press OK.

5 Enter the last two digits of the year using the dial pad, and then press OK.

6 Enter the two digits for the month using the dial pad, and then press OK.

7 Enter the two digits for the day using the dial pad, and then press OK.

8 Press ▲ or ▼ to choose 12h Clock or 24h Clock, and then press OK.

9 To enter the time, do one of the following:

   - If you chose 12h Clock in step 3, enter the time (in 12-hour format)
     using the dial pad, and then press OK.
     Press ▲ or ▼ to choose AM or PM, and then press OK.

   - If you chose 24h Clock in step 8, enter the time (in 24-hour format)
     using the dial pad, and then press OK
     (For example, enter 19:45 for 7:45 PM.)

10 Press Stop/Exit.
Identifying your problem

First, check the following.

- The machine's power cord is connected correctly and the machine's power switch is turned on.
- All of the protective parts have been removed.
- Paper is inserted correctly in the paper tray.
- The interface cables are securely connected to the machine and the computer, or the wireless connection is set up on both the machine and your computer.
- LCD Messages
  (See Error and maintenance messages on page 63.)

If you did not solve your problem with the above checks, identify your problem and then go to the suggested page.

Paper handling and Printing problems:

- Printing Difficulties on page 80
- Print Quality Difficulties on page 82
- Paper Handling Difficulties on page 83
- Printing Received Faxes on page 85

Telephone and Fax problems:

- Telephone Line or Connections on page 85
- Handling Incoming Calls on page 88
- Receiving Faxes on page 86
- Sending Faxes on page 87
Copying problems:
- Copying Difficulties on page 88

Scanning problems:
- Scanning Difficulties on page 89

Software and Network problems:
- Software Difficulties on page 89
- Network Difficulties on page 89
Error and maintenance messages

As with any sophisticated office product, errors may occur and consumable items may need to be replaced. If this happens, your machine identifies the error or required routine maintenance and shows the appropriate message. The most common error and maintenance messages are shown in the table.

You can correct most errors and perform routine maintenance by yourself. If you need additional help, the Brother Solutions Center offers the latest FAQs and troubleshooting tips:

<table>
<thead>
<tr>
<th>Error Message</th>
<th>Cause</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Absorber NearFull</td>
<td>The ink absorber box or flushing box is nearly full.</td>
<td>The ink absorber box or flushing box will need to be replaced soon. Call Brother Customer Service or a Brother Authorized Service Center to have your machine serviced. (See Brother numbers on page i.)</td>
</tr>
<tr>
<td>B&amp;W Print Only Replace Ink</td>
<td>One or more of the color ink cartridges have reached the end of their life. You can use the machine in black &amp; white mode for approximately four weeks depending on the number of pages you print. While this message appears on the LCD, each operation works in the following way:</td>
<td>Replace the ink cartridges. (See Replacing the ink cartridges on page 54.)</td>
</tr>
</tbody>
</table>

**NOTE**

The machine will stop all print operations and you will not be able to use the machine until you change to a new ink cartridge in the following cases:

- If you unplug the machine or take out the ink cartridge.
- If the paper type is set to anything except Plain Paper or Inkjet Paper.
- (Windows®) If you check Slow Drying Paper in the Basic tab of the printer driver.
- (Macintosh) If you check Slow Drying Paper in the Print Settings of the printer driver.
<table>
<thead>
<tr>
<th>Error Message</th>
<th>Cause</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cannot Detect</td>
<td>You installed a new ink cartridge too quickly and the machine did not detect it.</td>
<td>Take out the new ink cartridge and re-install it slowly and firmly until it latches. (See Replacing the ink cartridges on page 54.)</td>
</tr>
<tr>
<td></td>
<td>An ink cartridge is not installed correctly.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>If you are not using Genuine Brother Innobella™ ink, the machine may not detect the ink cartridge.</td>
<td>Use a new Genuine Brother Innobella™ Ink Cartridge. If the error is not cleared, call Brother Customer Service.</td>
</tr>
<tr>
<td>Cannot Detect Ink</td>
<td>If you are not using Genuine Brother Innobella™ ink, the machine may not detect the ink volume.</td>
<td>Use a new Genuine Brother Innobella™ Ink Cartridge. If the error is not cleared, call Brother Customer Service.</td>
</tr>
<tr>
<td>Cannot Print</td>
<td>One or more of the ink cartridges have reached the end of their life. The machine will stop all print operations. While memory is available, black &amp; white faxes will be stored in the memory. If a sending machine has a color fax, the machine’s “handshake” will ask that the fax be sent as black &amp; white. If the sending machine has the ability to convert it, the color fax will be stored in the memory as a black &amp; white fax.</td>
<td>Replace the ink cartridges. (See Replacing the ink cartridges on page 54.)</td>
</tr>
<tr>
<td>Replace Ink</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Comm.Error</td>
<td>Poor telephone line quality caused a communication error.</td>
<td>Send the fax again or connect the machine to another telephone line. If the problem continues, call the telephone company and ask them to check your telephone line.</td>
</tr>
<tr>
<td>Cover is Open</td>
<td>The scanner cover is not locked in the closed position.</td>
<td>Lift the scanner cover, and then close it again.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Make sure the telephone line cord and USB cable (if used) have been guided correctly through the cable channel and out the back of the machine.</td>
</tr>
<tr>
<td></td>
<td>The ink cartridge cover is not locked in the closed position.</td>
<td>Firmly close the ink cartridge cover until it locks into place.</td>
</tr>
<tr>
<td>Data Remaining</td>
<td>Print data is left in the machine's memory.</td>
<td>Press Stop/Exit. The machine will cancel the job and clear it from the memory. Try to print again.</td>
</tr>
<tr>
<td>Disconnected</td>
<td>The other person or other person’s fax machine stopped the call.</td>
<td>Try to send or receive again. If calls are stopped repeatedly and you are using a VoIP (Voice over IP) system, try changing the Compatibility to Basic (for VoIP). (See Telephone line interference / VoIP on page 91.)</td>
</tr>
<tr>
<td>Error Message</td>
<td>Cause</td>
<td>Action</td>
</tr>
<tr>
<td>---------------------</td>
<td>----------------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Document Jam</td>
<td>The document was not inserted or fed correctly, or the document scanned from the ADF was too long.</td>
<td>(See Using the ADF on page 21.) (See Document jam on page 72.)</td>
</tr>
<tr>
<td>DR Mode in Use</td>
<td>The machine is in Distinctive Ring mode. You cannot change the Receive Mode from Manual to another mode.</td>
<td>Set Distinctive Ring to Off. (See Turning off Distinctive Ring on page 34.)</td>
</tr>
<tr>
<td>High Temperature</td>
<td>The room temperature is too high.</td>
<td>After cooling the room, allow the machine to cool down to room temperature. Try again later.</td>
</tr>
</tbody>
</table>
| Ink Absorber Full   | The ink absorber box or flushing box is full. These components are periodic maintenance items that may require replacement after a period of time to ensure optimum performance from your Brother machine. Because these components are periodic maintenance items, the replacement is not covered under the warranty. The need to replace these items and the time period before replacement is dependent on the number of purges and flushes required to clean the ink system. These boxes acquire amounts of ink during the different purging and flushing operations. The number of times a machine purges and flushes for cleaning varies depending on different situations. For example, frequently powering the machine on and off will cause numerous cleaning cycles since the machine automatically cleans itself upon power up. The use of non-Brother ink may cause frequent cleanings because non-Brother ink could cause poor print quality, which is resolved by cleaning. The more cleaning the machine requires, the faster these boxes will fill up. | The ink absorber box or flushing box will need to be replaced. Call Brother Customer Service or a Brother Authorized Service Center to have your machine serviced. (See Brother numbers on page i.) Other reasons for cleaning are:  
1. After a paper jam has been cleared, the machine automatically cleans itself before the next received fax is printed.  
2. The machine automatically cleans itself after sitting idle for more than 30 days (infrequent use).  
3. The machine automatically cleans itself after ink cartridges of the same color have been replaced 12 times. |

**NOTE**

*Repairs resulting from the use of non-Brother supplies may not be covered under the stated product warranty.*
<table>
<thead>
<tr>
<th>Error Message</th>
<th>Cause</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ink low</td>
<td>One or more of the ink cartridges are near the end of their life. If one of the color ink cartridges is near the end of its life and someone is sending you a color fax, your machine’s “handshake” will ask that the fax be sent as black &amp; white. If the sending machine has the ability to convert it, the color fax will be printed at your machine as a black &amp; white fax.</td>
<td>Order a new ink cartridge. You can continue printing until the LCD shows Cannot Print. (See Ordering accessories and supplies on page ii and Replacing the ink cartridges on page 54.)</td>
</tr>
<tr>
<td>Low Temperature</td>
<td>The room temperature is too low.</td>
<td>After warming the room, allow the machine to warm up to room temperature. Try again later.</td>
</tr>
<tr>
<td>No Caller ID</td>
<td>There is no incoming call history. You did not receive calls or you have not subscribed to the Caller ID service from your telephone company.</td>
<td>If you want to use the Caller ID feature, call your telephone company. (See Advanced User’s Guide: Caller ID.)</td>
</tr>
<tr>
<td>No Ink Cartridge</td>
<td>An ink cartridge is not installed correctly.</td>
<td>Take out the new ink cartridge and re-install it slowly and firmly until it latches. (See Replacing the ink cartridges on page 54.)</td>
</tr>
<tr>
<td>Error Message</td>
<td>Cause</td>
<td>Action</td>
</tr>
<tr>
<td>---------------------</td>
<td>-------------------------------------------------</td>
<td>------------------------------------------------------------------------</td>
</tr>
<tr>
<td>No Paper Fed</td>
<td>The machine is out of paper or paper is not</td>
<td>Do one of the following:</td>
</tr>
<tr>
<td></td>
<td>correctly loaded in the paper tray.</td>
<td>- Refill the paper in the paper tray, and then press Black Start or</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Color Start.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Remove and reload the paper, then press Black Start or Color Start.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(See Loading paper and other print media on page 10.)</td>
</tr>
<tr>
<td></td>
<td>The paper tray was not fully inserted.</td>
<td>Remove the paper tray and re-install it until it locks into place, and then press Black Start or Color Start on the control panel.</td>
</tr>
<tr>
<td></td>
<td>Paper dust has accumulated on the surface of the</td>
<td>Clean the paper pick-up rollers. (See Advanced User’s Guide:</td>
</tr>
<tr>
<td></td>
<td>paper pick-up rollers.</td>
<td>Cleaning the paper pick-up rollers.)</td>
</tr>
<tr>
<td></td>
<td>The Jam Clear Cover is not closed correctly.</td>
<td>Make sure the Jam Clear Cover is closed evenly at both ends. (See</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Printer jam or paper jam on page 74.)</td>
</tr>
<tr>
<td></td>
<td>The paper is jammed in the machine.</td>
<td>Remove the jammed paper by following the steps in Printer jam or paper jam on page 74.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>If this error occurs often during 2-sided copying or 2-sided printing, the paper feed rollers may be stained with ink. Clean the paper feed rollers.  (See Advanced User’s Guide: Cleaning the paper feed rollers.)</td>
</tr>
<tr>
<td>No Response/Busy</td>
<td>The number youdialed does not answer or is busy.</td>
<td>Verify the number and try again.</td>
</tr>
<tr>
<td>Not Registered</td>
<td>You tried to access a Speed Dial number that has</td>
<td>Set up the Speed Dial number. (See Storing Speed Dial numbers on page 42.)</td>
</tr>
<tr>
<td></td>
<td>not been stored in the machine.</td>
<td></td>
</tr>
<tr>
<td>Out of Fax Memory</td>
<td>The fax memory is full.</td>
<td>Do one of the following:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Clear the data from the memory. To gain extra memory, you can turn off Memory Receive. (See Advanced User’s Guide: Turning off Memory Receive operations.)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Print the faxes that are in the memory. (See Advanced User’s Guide: Printing a fax from the memory.)</td>
</tr>
<tr>
<td>Error Message</td>
<td>Cause</td>
<td>Action</td>
</tr>
<tr>
<td>------------------------</td>
<td>--------------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Out of Memory</td>
<td>The machine's memory is full.</td>
<td>If a fax-sending or copy operation is in process:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Press Stop/Exit and wait until the other operations in process finish, and then try again.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Press Black Start or Color Start to choose Send Now to send the pages scanned so far.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Press Black Start or Color Start to choose Partial Print to copy the pages scanned so far.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Clear the data in the memory. To gain extra memory, you can turn off Memory Receive. (See Advanced User’s Guide: Turning off Memory Receive operations.)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Print the faxes that are in the memory. (See Advanced User’s Guide: Printing a fax from the memory.)</td>
</tr>
<tr>
<td>Paper Jam [Front]</td>
<td>The paper is jammed in the machine.</td>
<td>Remove the jammed paper by following the steps in Printer jam or paper jam on page 74. Make sure the paper length guide is set to the correct paper size. DO NOT extend the paper tray when you load A5 or smaller size paper.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>If there is a repeat paper jam, a small piece of paper may be stuck in the machine. Make sure paper is not still jammed in the machine. (See Additional paper jam clear operations on page 78.)</td>
</tr>
<tr>
<td>Paper Jam Front,Rear</td>
<td>The paper is jammed in the machine.</td>
<td>Remove the jammed paper by following the steps in Printer jam or paper jam on page 74. Make sure the paper length guide is set to the correct paper size. DO NOT extend the paper tray when you load A5 or smaller size paper.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>If there is a repeat paper jam, a small piece of paper may be stuck in the machine. Make sure paper is not still jammed in the machine. (See Additional paper jam clear operations on page 78.)</td>
</tr>
<tr>
<td>Error Message</td>
<td>Cause</td>
<td>Action</td>
</tr>
<tr>
<td>-------------------------</td>
<td>------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Paper Jam [Rear]</td>
<td>The paper is jammed in the machine.</td>
<td>Remove the jammed paper by following the steps in <em>Printer jam or paper jam</em> on page 74.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Make sure the paper length guide is set to the correct paper size. DO NOT extend the paper tray when you load A5 or smaller size paper.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>If there is a repeat paper jam, a small piece of paper may be stuck in the machine. Make sure paper is not still jammed in the machine. (See <em>Additional paper jam clear operations</em> on page 78.)</td>
</tr>
<tr>
<td></td>
<td>Paper dust has accumulated on the surface of the paper pick-up rollers.</td>
<td>Clean the paper pick-up rollers. (See Advanced User’s Guide: <em>Cleaning the paper pick-up rollers.</em>)</td>
</tr>
<tr>
<td>Unable to CleanXX</td>
<td>The machine has a mechanical problem.</td>
<td>Open the scanner cover and remove any foreign objects and paper scraps from inside the machine. If the error message continues, do the following.</td>
</tr>
<tr>
<td>Unable to Init.XX</td>
<td></td>
<td>See <em>Transferring your faxes or Fax Journal report</em> on page 71 before disconnecting the machine so you will not lose any important messages. Then, disconnect the machine from the power for several minutes and reconnect it.</td>
</tr>
<tr>
<td>Unable to PrintXX</td>
<td>A foreign object, such as a paper clip or a piece of ripped paper, is in the machine.</td>
<td></td>
</tr>
<tr>
<td>Unable to ScanXX</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wrong Ink Color</td>
<td>An ink cartridge has been installed in the wrong position.</td>
<td>Check which ink cartridges are not matched by color to their ink cartridge positions and move them to their correct positions.</td>
</tr>
<tr>
<td>Error Message</td>
<td>Cause</td>
<td>Action</td>
</tr>
<tr>
<td>--------------------------</td>
<td>----------------------------------------------------------------------</td>
<td>------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| Wrong Paper Size         | The Paper Size setting does not match the size of paper in the tray. Or, you did not set the paper guides in the tray to the indicators for the paper size you are using. | 1 Check that the paper size you choose matches the size of paper in the tray. (See Paper Size on page 16.)  
2 Make sure you loaded the paper in a Portrait position, by setting the paper guides at the indicators for your paper size. (See Loading paper and other print media on page 10.)  
3 After you have checked the paper size and the paper position, press Black Start or Color Start.  
If you are printing from your computer, make sure the paper size you choose in the printer driver matches the size of paper in the tray.  
For more information, see Software and Network User’s Guide: Change the Paper Size (Windows®) or Change the Paper Size (Macintosh). |
Error animation

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

Transferring your faxes or Fax Journal report

If the LCD shows:
- Unable to CleanXX
- Unable to Init.XX
- Unable to PrintXX
- Unable to ScanXX

We recommend transferring your faxes to another fax machine or to your PC. (See Transferring faxes to another fax machine on page 71 or Transferring faxes to your PC on page 71.)

You can also transfer the Fax Journal report to see if there are any faxes you need to transfer. (See Transferring the Fax Journal report to another fax machine on page 72.)

Transferring faxes to another fax machine

If you have not set up your Station ID, you cannot enter fax transfer mode. (See Quick Setup Guide: Set your Station ID.)

1. Press Stop/Exit to temporarily interrupt the error.
2. Press Menu.
3. Press ▲ or ▼ to choose Service. Press OK.
4. Press ▲ or ▼ to choose Data Transfer. Press OK.
5. Press ▲ or ▼ to choose Fax Transfer. Press OK.

6. Do one of the following:
   - If the LCD shows No Data, there are no faxes left in the machine’s memory.
     - Press Stop/Exit.
   - Enter the fax number to which faxes will be forwarded.

7. Press Black Start.

Transferring faxes to your PC

You can transfer the faxes from your machine’s memory to your PC.

1. Press Stop/Exit to temporarily interrupt the error.
2. Make sure you have installed MFL-Pro Suite on your PC, and then turn on PC-FAX Receiving on the PC. Do one of the following:
   - (Windows® XP, Windows Vista® and Windows® 7)
     From (Start), select All Programs, Brother, MFC-XXXX, PC-FAX Receiving, and select Receive. (XXXX is your model name.)
   - (Windows® 8)
     Click (Brother Utilities), and then click the drop-down list and select your model name (if not already selected). Click PC-FAX Receive in the left navigation bar, and then click Receive.
3. Make sure you have set PC-Fax Receive on the machine. (See Advanced User’s Guide: PC-Fax Receive (Windows®).)
   If faxes are in the machine’s memory when you set up PC-Fax Receive, the LCD will ask if you want to transfer the faxes to your PC.
Do one of the following:

- To transfer all faxes to your PC, press 1 (Yes).
  Press ▲ or ▼ to choose Backup Print:On or Backup Print:Off.
  Press OK.
- To exit and leave the faxes in the memory, press 2 (No).

5 Press Stop/Exit.

Transferring the Fax Journal report to another fax machine

If you have not set up your Station ID, you cannot enter fax transfer mode. (See Quick Setup Guide: Set your Station ID.)

1 Press Stop/Exit to temporarily interrupt the error.

2 Press Menu.

3 Press ▲ or ▼ to choose Service.
Press OK.

4 Press ▲ or ▼ to choose Data Transfer.
Press OK.

5 Press ▲ or ▼ to choose Report Trans.
Press OK.

6 Enter the fax number to which the Fax Journal report will be forwarded.

7 Press Black Start.

Document jam

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

Document is jammed in the top of the ADF unit

1 Take out any paper from the ADF that is not jammed.

2 Open the ADF cover.

3 Remove the jammed document by pulling it upward.

1 ADF cover

4 Close the ADF cover.

5 Press Stop/Exit.

IMPORTANT
To avoid future document jams, close the ADF cover correctly by pressing it down in the center.
Document is jammed inside the ADF unit

1. Take any paper that is not jammed out of the ADF.
2. Lift the Document Cover.
3. Pull the jammed document out to the left.

! Document Cover

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

Removing small documents jammed in the ADF

1. Lift the Document Cover.
2. Insert a piece of stiff paper, such as cardstock, into the ADF to push any small paper scraps through.

! Document Cover

3. Close the document cover.
4. Press Stop/Exit.
Printer jam or paper jam

Locate and remove the jammed paper by following these steps.

1. Unplug the machine from the AC power outlet.

**IMPORTANT**
After 24 hours of the power failure, the faxes stored in the memory will be lost. Before you unplug the machine from the power source, you can transfer your faxes that are stored in the memory to your PC or another fax machine so you will not lose any important messages. (See *Transferring your faxes or Fax Journal report* on page 71.)

2. Pull the paper tray (1) completely out of the machine.

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

   ![Diagram](image1)

   - If the LCD shows *Paper Jam [Rear]*, go to step 4.

4. Pull out the jammed paper (1).

   ![Diagram](image2)
Lift the Jam Clear Flap, and remove the jammed paper.

Make sure you look carefully inside the machine above and below the Jam Clear Flap for any pieces of paper.

With the tray removed, do one of the following:

- If the LCD shows Paper Jam [Front], go to step 9.
- If the LCD shows PaperJam Front, Rear, go to step 7.

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

Pull the jammed paper out of the machine.

Close the Jam Clear Cover. Make sure the cover is closed correctly.
Place both hands under the plastic tabs on both sides of the machine to lift the scanner cover (1) into the open position. Move the print head (if necessary) to take out any paper remaining in this area. Make sure that jammed paper is not left in the corners of the machine (2) and (3).

**IMPORTANT**
- DO NOT touch the encoder strip (1). Doing this may cause damage to the machine.
- If the print head is in the right corner as shown in the illustration, you cannot move the print head. Re-connect the power cord. Hold down Stop/Exit until the print head moves to the center. Then unplug the machine from the power source and take out the paper.
- If ink gets on your skin or clothing, immediately wash it off with soap or detergent.

- If the paper is jammed under the print head, unplug the machine from the power source, and then move the print head to take out the paper.
11 Make sure you look carefully inside (1) for any pieces of paper.

12 Put the paper tray firmly back in the machine.

13 Lift the scanner cover (1) to release the lock. Gently push the scanner cover support down (2) and close the scanner cover (3) using both hands.

**CAUTION**

Be careful not to pinch your fingers when you close the scanner cover.

14 While holding the paper tray in place, pull out the paper support until it locks in the open position, and then unfold the paper support flap. Make sure you pull out the paper support until it locks into place.

**IMPORTANT**

DO NOT use the paper support flap for Legal size paper.

15 Re-connect the power cord.

**NOTE**

If there is a repeat paper jam, a small piece of paper may be stuck in the machine. (See Additional paper jam clear operations on page 78.)
**Additional paper jam clear operations**

1. Unplug the machine from the AC power outlet.

2. Pull the paper tray (1) completely out of the machine.

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

4. Place both hands under the plastic tabs on both sides of the machine to lift the scanner cover into the open position.

5. Load one sheet of thick Letter or A4 sized paper, such as glossy paper, deep into the machine as shown in the illustration.
If the thick paper is pushing any jammed paper out, remove the jammed paper.

IMPORTANT
DO NOT touch the encoder strip (1). Doing this may cause damage to the machine.

Pull the thick paper out of the machine.

Lift the scanner cover (1) to release the lock. Gently push the scanner cover support down (2) and close the scanner cover (3) using both hands.

CAUTION
Be careful not to pinch your fingers when you close the scanner cover.

Put the paper tray firmly back in the machine.

Re-connect the power cord.
If you are having difficulty with your machine

NOTE

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

• If you think there is a problem with your machine, check the following chart and follow the troubleshooting tips. You can correct most problems by yourself.

• If you need additional help, the Brother Solutions Center offers the latest FAQs and troubleshooting tips.


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

Printing Difficulties

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>No printout.</td>
<td>Check that the correct printer driver has been installed and chosen.</td>
</tr>
<tr>
<td></td>
<td>Check to see if the LCD is showing an error message.</td>
</tr>
<tr>
<td></td>
<td>(See Error and maintenance messages on page 63.)</td>
</tr>
<tr>
<td></td>
<td>Make sure that the machine is online.</td>
</tr>
<tr>
<td></td>
<td>(Windows® XP and Windows Server® 2003) Click Start/Printers and Faxes. Right-click Brother MFC-XXXX Printer (where XXXX is your model name). If the printer is offline, it will show Use Printer Online. Select this option to enable the printer.</td>
</tr>
<tr>
<td></td>
<td>(Windows Vista® and Windows Server® 2008) Click Control Panel/Hardware and Sound/Printers. Right-click Brother MFC-XXXX Printer (where XXXX is your model name). If the printer is offline, it will show Use Printer Online. Select this option to enable the printer.</td>
</tr>
<tr>
<td></td>
<td>(Windows® 7 and Windows Server® 2008 R2) Click Devices and Printers. Right-click Brother MFC-XXXX Printer (where XXXX is your model name) and choose See what’s printing. Click Printer and make sure that Use Printer Offline is unchecked.</td>
</tr>
<tr>
<td></td>
<td>(Windows® 8 and Windows Server® 2012) Move your mouse to the lower right corner of your desktop. When the menu bar appears, click Settings, and then click Control Panel. In the Hardware and Sound (Hardware) group, click View devices and printers. Right-click Brother MFC-XXXX Printer (where XXXX is your model name) and select See what’s printing. If printer driver options appear, select your printer driver. Click Printer in the menu bar and make sure that Use Printer Offline is not selected.</td>
</tr>
<tr>
<td></td>
<td>One or more ink cartridges have reached the end of their life. (See Replacing the ink cartridges on page 54.)</td>
</tr>
</tbody>
</table>
# Printing Difficulties (continued)

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
</table>
| No printout. (continued) | If old, unprinted data remains in the printer driver spooler, it will prevent new print jobs from printing. Open the printer icon and delete all data as follows:  
(Windows® XP and Windows Server® 2003) Click **Start/Printers and Faxes**.  
(Windows Vista® and Windows Server® 2008) Click **Control Panel/Hardware and Sound/Printers**.  
(Windows® 7 and Windows Server® 2008 R2) Click **Devices and Printers/Printers and Faxes**.  
(Windows® 8 and Windows Server® 2012) Move your mouse to the lower right corner of your desktop. When the menu bar appears, click **Settings/Control Panel/Hardware and Sound** (Hardware) group/*View devices and printers/Printers*.  
(Mac OS X v10.6.8) Click **System Preferences/Print & Fax**.  
(OS X v10.7.x, 10.8.x) Click **System Preferences/Print & Scan**. |
| The headers or footers appear when the document displays on the screen but they do not show up when it is printed. | There is an unprintable area on the top and bottom of the page. Adjust the top and bottom margins in your document to allow for this. (See *Unprintable area* on page 15.) |
| Cannot perform “Page Layout” printing. | Check that the paper size setting in the application and in the printer driver are the same. |
| Print speed is too slow. | Try changing the printer driver setting. The highest resolution needs longer data processing, sending and printing time. Try the other quality settings in the printer driver as follows:  
(Windows®) Click **Color Settings** on the **Advanced** tab, and make sure you uncheck **Color Enhancement (True2Life)**.  
(Macintosh) Choose **Color Settings**, click **Advanced Color Settings**, and make sure you uncheck **Color Enhancement**.  
Turn the Borderless feature off. Borderless printing is slower than normal printing. For more information, see Software and Network User’s Guide: *Print without a Border (Windows®)* or *Print without a Border (Macintosh)*. |
| True2Life™ is not working correctly. | If the image data is not full color in your application (such as 256 color), True2Life™ will not work. Use at least 24 bit color data with the True2Life™ feature. |
| Machine does not print from Adobe® Illustrator®. | Try to reduce the print resolution. For more information, see Software and Network User’s Guide: *Change the Print Quality (Windows®)* or *Change the Print Quality (Macintosh)*. |
## Print Quality Difficulties

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Poor print quality.</td>
<td>Check the print quality. (See Checking the print quality on page 58.)</td>
</tr>
<tr>
<td>Make sure that the <strong>Media Type</strong> setting in the printer driver or the <strong>Paper Type</strong> setting in the machine’s menu matches the type of paper you are using. (See <strong>Paper Type</strong> on page 16.) For more information, see <strong>Software and Network User’s Guide: Change the Media Type (Windows®) or Change the Media Type (Macintosh).</strong></td>
<td></td>
</tr>
</tbody>
</table>
| Make sure that your ink cartridges are fresh. The following may cause ink to clog:  
  - The expiration date written on the cartridge package has passed. (Genuine Brother Innobella™ ink cartridges stay usable for up to two years if kept in their original packaging.)  
  - The ink cartridge has been in your machine for over six months.  
  - The ink cartridge may not have been stored correctly before use. |
| Make sure you are using Genuine Brother Innobella™ Ink. Using non-Brother supplies may affect the print quality, hardware performance, and machine reliability. |
| Make sure you are using one of the recommended types of paper. (See **Acceptable paper and other print media** on page 17.) |
| The recommended environment for your machine is between 68 °F to 91 °F (20 °C to 33 °C). |
| White horizontal lines appear in text or graphics. | Clean the print head. (See Cleaning the print head on page 58.)  
  Try using the recommended types of paper. (See **Acceptable paper and other print media** on page 17.)  
  To prolong print head life, provide the best ink cartridge economy and maintain print quality, we do not recommend frequently unplugging the machine and/or leaving the machine unplugged for extended periods of time. We recommend using **to power down the machine. Using ** allows minimal power to the machine ensuring periodic cleanings of the print head occur. |
| The machine prints blank pages.                 | Clean the print head. (See Cleaning the print head on page 58.)  
  Make sure you are using Genuine Brother Innobella™ Ink.  
  To prolong print head life, provide the best ink cartridge economy and maintain print quality, we do not recommend frequently unplugging the machine and/or leaving the machine unplugged for extended periods of time. We recommend using ** to power down the machine. Using ** allows minimal power to the machine ensuring periodic cleanings of the print head occur. |
| Characters and lines are blurred.               | Check the printing alignment. (See **Checking the print alignment** on page 59.)                                                                |
| Printed text or images are skewed.              | Make sure the paper is loaded correctly in the paper tray and the paper guides are adjusted correctly. (See **Loading paper and other print media** on page 10.) |
| Make sure the Jam Clear Cover is closed correctly. |
| Smudge or stain at the top center of the printed page. | Make sure the paper is not too thick or curled. (See **Acceptable paper and other print media** on page 17.) |
**Print Quality Difficulties (continued)**

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Printing appears dirty or ink seems to run.</td>
<td>Make sure you are using the recommended types of paper. (See <em>Acceptable paper and other print media</em> on page 17.) Don't handle the paper until the ink is dry.</td>
</tr>
<tr>
<td></td>
<td>Make sure the print side is face down in the paper tray.</td>
</tr>
<tr>
<td></td>
<td>Make sure you are using Genuine Brother Innobella™ Ink.</td>
</tr>
<tr>
<td></td>
<td>If you are using photo paper, make sure that you have set the correct paper type. If you are printing a photo from your PC, set the <strong>Media Type</strong> in the printer driver.</td>
</tr>
<tr>
<td>Ink is smudged or wet when using glossy photo paper.</td>
<td>Be sure to check the front and back of the paper. Place the glossy surface (printing surface) face down. (See <em>Paper Type</em> on page 16.)</td>
</tr>
<tr>
<td></td>
<td>If you use glossy photo paper, make sure that the paper type setting is correct.</td>
</tr>
<tr>
<td>Stains appear on the reverse side or at the bottom of the page.</td>
<td>Make sure the printer platen is not dirty with ink. (See Advanced User’s Guide: <em>Cleaning the machine’s printer platen.</em>)</td>
</tr>
<tr>
<td></td>
<td>Make sure you are using Genuine Brother Innobella™ Ink.</td>
</tr>
<tr>
<td></td>
<td>Make sure you are using the paper support flap.</td>
</tr>
<tr>
<td></td>
<td>(See <em>Loading paper and other print media</em> on page 10.)</td>
</tr>
<tr>
<td></td>
<td>Make sure the paper feed rollers are not dirty with ink. (See Advanced User’s Guide: <em>Cleaning the paper feed rollers.</em>)</td>
</tr>
<tr>
<td>The machine prints dense lines on the page.</td>
<td>(Windows®) Check <strong>Reverse Order</strong> in the <strong>Basic</strong> tab of the printer driver.</td>
</tr>
<tr>
<td>The printouts are wrinkled.</td>
<td>(Windows®) In the printer driver <strong>Advanced</strong> tab, click <strong>Color Settings</strong>, and uncheck <strong>Bi-Directional Printing</strong>.</td>
</tr>
<tr>
<td></td>
<td>(Macintosh) In the printer driver, choose <strong>Print Settings</strong>, click <strong>Advanced</strong>, choose <strong>Other Print Options</strong>, and uncheck <strong>Bi-Directional Printing</strong>.</td>
</tr>
<tr>
<td></td>
<td>Make sure you are using Genuine Brother Innobella™ Ink.</td>
</tr>
</tbody>
</table>

**Paper Handling Difficulties**

<table>
<thead>
<tr>
<th>Difficulties</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>The machine does not feed paper.</td>
<td>Make sure the paper tray is pushed in all the way until it clicks into place.</td>
</tr>
<tr>
<td></td>
<td>Make sure the Jam Clear Cover at the back of the machine is closed.</td>
</tr>
<tr>
<td></td>
<td>If the LCD shows the Paper Jam message and you still have a problem, see <em>Error and maintenance messages</em> on page 63.</td>
</tr>
<tr>
<td></td>
<td>If there is no paper, load a new stack of paper into the paper tray.</td>
</tr>
<tr>
<td></td>
<td>If there is paper in the paper tray, make sure it is straight. If the paper is curled, straighten it. Sometimes it is helpful to remove the paper, put it back into the paper tray.</td>
</tr>
<tr>
<td></td>
<td>Reduce the amount of paper in the paper tray, and then try again.</td>
</tr>
<tr>
<td></td>
<td>Clean the paper pick-up rollers.</td>
</tr>
<tr>
<td></td>
<td>(See Advanced User’s Guide: <em>Cleaning the paper pick-up rollers.</em>)</td>
</tr>
<tr>
<td>Photo paper does not feed correctly.</td>
<td>When you print on Brother Photo paper, load one extra sheet of the same photo paper in the paper tray. An extra sheet has been included in the paper package for this purpose.</td>
</tr>
</tbody>
</table>
### Paper Handling Difficulties (continued)

<table>
<thead>
<tr>
<th>Difficulties</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Machine feeds multiple pages.</td>
<td>Do the following:</td>
</tr>
<tr>
<td></td>
<td>(See Loading paper and other print media on page 10.)</td>
</tr>
<tr>
<td></td>
<td> Make sure the paper is loaded correctly in the paper tray.</td>
</tr>
<tr>
<td></td>
<td> Remove all the paper from the tray and fan the stack of paper well, then put it back in the tray.</td>
</tr>
<tr>
<td></td>
<td> Make sure you do not push the paper in too far.</td>
</tr>
<tr>
<td></td>
<td>Make sure the Jam Clear Cover is closed correctly. (See Printer jam or paper jam on page 74.)</td>
</tr>
<tr>
<td></td>
<td>Make sure the Base Pad in the paper tray is not dirty. (See Advanced User’s Guide: Cleaning the paper pick-up rollers.)</td>
</tr>
<tr>
<td>There is a paper jam.</td>
<td>See Printer jam or paper jam on page 74. Make sure the paper guides are set to the correct paper size. Do not extend the paper tray when you load A5 or smaller size paper.</td>
</tr>
<tr>
<td>Paper jam reoccurs.</td>
<td>If there is a repeat paper jam, a small piece of paper may be stuck in the machine. Make sure paper is not still jammed in the machine. (See Additional paper jam clear operations on page 78.)</td>
</tr>
<tr>
<td>The paper jams when you use 2-sided copy or 2-sided print.</td>
<td>Use one of the jam prevention settings, 2-sided1 or 2-sided2.</td>
</tr>
<tr>
<td></td>
<td>For copying</td>
</tr>
<tr>
<td></td>
<td>(See Advanced User’s Guide: 2-sided copying.)</td>
</tr>
<tr>
<td></td>
<td>For printing</td>
</tr>
<tr>
<td></td>
<td>If paper jams occur often during 2-sided copying or 2-sided printing, the paper feed rollers may be stained with ink. Clean the paper feed rollers. (See Advanced User’s Guide: Cleaning the paper feed rollers.)</td>
</tr>
</tbody>
</table>
## Printing Received Faxes

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Condensed print</td>
<td>Usually this is caused by a poor telephone connection. Make a copy: if your copy looks good, you probably had a bad connection, with static or interference on the telephone line. Ask the other party to send the fax again.</td>
</tr>
<tr>
<td>Horizontal streaks</td>
<td></td>
</tr>
<tr>
<td>Top and bottom sentences are cut off</td>
<td></td>
</tr>
<tr>
<td>Missing lines</td>
<td></td>
</tr>
<tr>
<td>Vertical black lines when receiving.</td>
<td>The sender’s scanner may be dirty. Ask the sender to make a copy to see if the problem is with the sending machine. Try receiving from another fax machine.</td>
</tr>
</tbody>
</table>
| Left and right margins are cut off or a single page is printed on two pages. | If the received faxes are divided and printed on two pages or if you get an extra blank page, your Paper Size setting may not be correct for the paper you are using.  
(See Paper Size on page 16.)  
Turn on Auto Reduction. (See Advanced User’s Guide: Printing a reduced incoming fax.) |
| Received color fax prints only in black & white. | Replace the color ink cartridges that have reached the end of their life, and then ask the other person to send the color fax again.  
(See Replacing the ink cartridges on page 54.)                                                                                           |

## Telephone Line or Connections

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
</table>
| Dialing does not work. (No dial tone) | Check all line cord connections. Make sure the telephone line cord is plugged into the telephone wall jack and the LINE jack inside the machine.  
(Canada only) Change the Tone/Pulse setting. (See Quick Setup Guide.)  
Send a manual fax by pressing Hook and dialing the number. Wait to hear fax-receiving tones before pressing Black Start or Color Start.  
If there is no dial tone, connect a known-working telephone and telephone line cord to the jack. Then lift the external telephone’s handset and listen for a dial tone. If there is still no dial tone, ask your telephone company to check the line and/or wall jack. |
| The machine does not answer when called. | Make sure the machine is in the correct Receive Mode for your setup.  
(See Choose the correct Receive Mode on page 27.) Check for a dial tone. If possible, call your machine to hear whether it answers. If there is still no answer, check that the telephone line cord is plugged into the telephone wall jack and the LINE jack inside the machine. If there is no ringing when you call your machine, ask your telephone company to check the line. |
Receiving Faxes

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cannot receive a fax.</td>
<td>Press Hook in Fax mode to make sure your machine has a dial tone. If you hear static or interference on your fax line, call your local telephone provider.</td>
</tr>
<tr>
<td></td>
<td>Check all line cord connections. Make sure the telephone line cord is plugged into the telephone wall jack and the LINE jack inside the machine. If you subscribe to DSL, VoIP or MagicJack services, call your service provider for connection instructions. To lower the modem speed and turn off ECM (error correction mode), see Telephone line interference / VoIP on page 91.</td>
</tr>
<tr>
<td></td>
<td>Make sure the machine is in the correct Receive Mode. This is determined by the external devices and telephone subscriber services you have on the same line as the Brother machine. (See Choose the correct Receive Mode on page 27.)</td>
</tr>
<tr>
<td></td>
<td>If you have a dedicated fax line and want your Brother machine to automatically answer all incoming faxes, select Fax Only mode.</td>
</tr>
<tr>
<td></td>
<td>If your Brother machine shares a line with an external answering machine, select External TAD mode. In External TAD mode, your Brother machine will automatically receive incoming faxes and voice callers will be able to leave a message on your answering machine.</td>
</tr>
<tr>
<td></td>
<td>If your Brother machine shares the line with a Voice Mail subscriber service, see Voice Mail on page 32.</td>
</tr>
<tr>
<td></td>
<td>If your Brother machine is on a line with the Distinctive Ring subscriber service, see Distinctive Ring on page 33.</td>
</tr>
<tr>
<td></td>
<td>If your Brother machine shares a line with other telephones and you want it to automatically answer all incoming faxes, select Fax/Tel mode. In Fax/Tel mode, your Brother machine will automatically receive faxes and produce a pseudo/double-ring to alert you to answer voice calls.</td>
</tr>
<tr>
<td></td>
<td>If you do not want your Brother machine to automatically answer incoming faxes, select Manual mode. In Manual mode, you must answer every incoming call and activate the machine to receive faxes.</td>
</tr>
<tr>
<td></td>
<td>Another device or service at your location may be answering the call before your Brother machine answers. To test this, lower the Ring Delay setting:</td>
</tr>
<tr>
<td></td>
<td>- If the Receive Mode is set to Fax Only or Fax/Tel, reduce the Ring Delay to 1 ring. (See Ring Delay on page 30.)</td>
</tr>
<tr>
<td></td>
<td>- If the Receive Mode is set to External TAD, reduce the number of rings programmed on your answering machine to 2.</td>
</tr>
<tr>
<td></td>
<td>- If the Receive Mode is set to Manual, DO NOT adjust the Ring Delay setting.</td>
</tr>
<tr>
<td></td>
<td>Have someone send you a test fax:</td>
</tr>
<tr>
<td></td>
<td>- If you received the test fax successfully, your machine is operating correctly. Remember to reset your Ring Delay or answering machine setting back to your original setting. If receiving problems recur after resetting the Ring Delay, then a person, device, or subscriber service is answering the fax call before the machine has a chance to answer.</td>
</tr>
<tr>
<td></td>
<td>- If you were not able to receive the fax, then another device or subscriber service may be interfering with your fax reception or there may be a problem with your fax line.</td>
</tr>
</tbody>
</table>
## Troubleshooting

### Receiving Faxes (continued)

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cannot receive a fax.</td>
<td>If you are using a telephone answering machine (External TAD mode) on the same line as the Brother machine, make sure your answering machine is set up correctly. (See Connecting an external TAD (telephone answering device) on page 36.)</td>
</tr>
<tr>
<td></td>
<td>1. Plug the telephone line cord directly from the wall telephone jack to your Brother machine’s LINE jack.</td>
</tr>
<tr>
<td></td>
<td>2. Remove the protective cap from your Brother machine’s EXT. jack, and then plug the telephone line cord from your answering machine into the EXT. jack.</td>
</tr>
<tr>
<td></td>
<td>3. Set your answering machine to answer within 4 rings.</td>
</tr>
<tr>
<td></td>
<td>If you are having problems receiving faxes or voice messages, set your answering machine to answer within 2 or 3 rings.</td>
</tr>
<tr>
<td></td>
<td>4. Record the outgoing message on your answering machine.</td>
</tr>
<tr>
<td></td>
<td>- Record five seconds of silence at the beginning of your outgoing message.</td>
</tr>
<tr>
<td></td>
<td>- Limit your speaking to 20 seconds.</td>
</tr>
<tr>
<td></td>
<td>- End your outgoing message with your Fax Receive Code for people sending manual faxes. For example: &quot;After the beep, leave a message or press *51 and Start to send a fax.”</td>
</tr>
<tr>
<td></td>
<td>5. Set your answering machine to answer calls.</td>
</tr>
<tr>
<td></td>
<td>6. Set your Brother machine’s Receive Mode to External TAD. (See Choose the correct Receive Mode on page 27.)</td>
</tr>
<tr>
<td></td>
<td>Make sure your Brother machine’s Easy Receive feature is set to On. Easy Receive is a feature that allows you to receive a fax even if you have answered the call on an external or extension telephone. (See Easy Receive on page 31.)</td>
</tr>
<tr>
<td></td>
<td>If you often get transmission errors due to possible interference on the telephone line, try changing the Compatibility setting to Basic (for VoIP). (See Telephone line interference / VoIP on page 91.)</td>
</tr>
</tbody>
</table>

### Sending Faxes

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cannot send a fax.</td>
<td>Check all line cord connections. Make sure the telephone line cord is plugged into the telephone wall jack and the LINE jack inside the machine.</td>
</tr>
<tr>
<td></td>
<td>Print the Transmission Verification Report and check for an error. (See Advanced User’s Guide: Reports.)</td>
</tr>
<tr>
<td></td>
<td>Ask the other party to check that the receiving machine has paper.</td>
</tr>
<tr>
<td>Poor fax send quality.</td>
<td>Try changing your resolution to Fine or S.Fine. Make a copy to check your machine’s scanner operation. If the copy quality is not good, clean the scanner. (See Cleaning the scanner on page 57.)</td>
</tr>
<tr>
<td>Transmission Verification Report shows RESULTING.</td>
<td>There is probably temporary noise or static on the line. Try sending the fax again. If you send a PC FAX message and see RESULTING on the Transmission Verification Report, your machine may be out of memory. To gain extra memory, you can print fax messages from the machine’s memory. (See Advanced User’s Guide: Printing a fax from the memory.) If the problem continues, ask the telephone company to check your telephone line.</td>
</tr>
<tr>
<td></td>
<td>If you often get transmission errors due to possible interference on the telephone line, try changing the machine’s Compatibility setting to Basic (for VoIP). (See Telephone line interference / VoIP on page 91.)</td>
</tr>
</tbody>
</table>
### Sending Faxes (continued)

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sent faxes are blank.</td>
<td>Make sure you are loading the document correctly. (See <em>Loading documents</em> on page 21.)</td>
</tr>
<tr>
<td>Vertical black lines when sending.</td>
<td>Black vertical lines on faxes you send are typically caused by dirt or correction fluid on the glass strip. Clean the glass strip. (See <em>Cleaning the scanner</em> on page 57.)</td>
</tr>
</tbody>
</table>

### Handling Incoming Calls

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>The machine “hears” a voice as a CNG Tone.</td>
<td>If Easy Receive is set to <em>on</em>, your machine is more sensitive to sounds. It may mistakenly interpret certain voices or music on the line as a fax machine calling and respond with fax-receiving tones. Deactivate the machine by pressing <em>Stop/Exit</em>. Try avoiding this problem by turning Easy Receive to <em>off</em>. (See <em>Easy Receive</em> on page 31.)</td>
</tr>
<tr>
<td>Sending a fax call to the machine.</td>
<td>If you answered on an extension telephone, press your Fax Receive Code (the factory setting is <em>5 1</em>). If you answered on the external telephone (connected to the EXT. jack), press <strong>Black Start</strong> or <strong>Color Start</strong>, and press <strong>2</strong> to receive the fax. When your machine answers, hang up.</td>
</tr>
</tbody>
</table>
| Custom features on a single line.   | If you have Call Waiting, Call Waiting/Caller ID, Caller ID, RingMaster, Voice Mail, an answering machine, an alarm system or other custom feature on a single telephone line with your machine, it may create a problem sending or receiving faxes.  

**For example:** If you subscribe to Call Waiting or another custom service and its signal comes through the line while your machine is sending or receiving a fax, the signal can temporarily interrupt or disrupt the faxes. Brother’s ECM (Error Correction Mode) feature should help overcome this problem. This condition is related to the telephone system industry and is common to all devices that send and receive information on a single, shared line with custom features. If avoiding a slight interruption is crucial to your business, we recommend using a separate telephone line with no custom features. |

### Copying Difficulties

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vertical black lines or streaks appear in copies.</td>
<td>Black vertical lines on copies are typically caused by dirt or correction fluid on the glass strip. Clean the glass strip, scanner glass, white bar and white plastic above them. (See <em>Cleaning the scanner</em> on page 57.)</td>
</tr>
<tr>
<td>Copies are blank.</td>
<td>Make sure you are loading the document correctly. (See <em>Loading documents</em> on page 21.)</td>
</tr>
<tr>
<td>Poor copy results when using the ADF.</td>
<td>Try using the scanner glass. (See <em>Using the scanner glass</em> on page 22.)</td>
</tr>
<tr>
<td>Fit to Page does not work correctly.</td>
<td>Make sure the document is not skewed on the scanner glass. Reposition the document and try again.</td>
</tr>
</tbody>
</table>
Scanning Difficulties

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>TWAIN or WIA errors appear when starting to scan. (Windows®)</td>
<td>Make sure the Brother TWAIN or WIA driver is chosen as the primary source in your scanning application. For example, in Nuance™ PaperPort™ 12SE, click <strong>Scan Settings, Select</strong> to choose the Brother TWAIN/WIA driver.</td>
</tr>
<tr>
<td>TWAIN or ICA errors appear when starting to scan. (Macintosh)</td>
<td>Make sure the Brother TWAIN driver is chosen as the primary source. In PageManager, click <strong>File, Select Source</strong> and choose the Brother TWAIN driver. You can also scan documents using the ICA Scanner Driver. For more information, see Software and Network User's Guide: Scan Using Apple Image Capture (ICA Driver).</td>
</tr>
<tr>
<td>OCR does not work.</td>
<td>Try increasing the scanner resolution. (Macintosh) Make sure you have finished downloading and installing Presto! PageManager from: <a href="http://nj.newsoft.com.tw/download/brother/PM9SEInstaller_BR_multilang2.dmg">http://nj.newsoft.com.tw/download/brother/PM9SEInstaller_BR_multilang2.dmg</a></td>
</tr>
<tr>
<td>Poor scanning results when using the ADF.</td>
<td>Clean the white bar in the ADF and the glass strip underneath it. (See Cleaning the scanner on page 57.) Try using the scanner glass. (See Using the scanner glass on page 22.)</td>
</tr>
</tbody>
</table>

Software Difficulties

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cannot install software or print. (Windows®)</td>
<td>Run the <strong>Repair MFL-Pro Suite</strong> program on the CD-ROM. This program will repair and reinstall the software.</td>
</tr>
<tr>
<td>“Device Busy”</td>
<td>Make sure the machine is not showing an error message on the LCD.</td>
</tr>
</tbody>
</table>

Network Difficulties

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cannot print over the network.</td>
<td>Make sure that your machine is powered on and is online and in Ready mode. Print a Network Configuration list (See Advanced User’s Guide: Reports.) and check the current Network settings printed in this list. If you are using a wireless connection or are having Network problems, see Software and Network User’s Guide: Troubleshooting.</td>
</tr>
</tbody>
</table>
## Network Difficulties (continued)

<table>
<thead>
<tr>
<th>Difficulty</th>
<th>Suggestions</th>
</tr>
</thead>
<tbody>
<tr>
<td>The network scanning feature does not work.</td>
<td>It is necessary to configure the third-party Security/Firewall Software to allow Network scanning. To add port 54925 for Network scanning, enter the information below:</td>
</tr>
<tr>
<td></td>
<td>In Name: Enter any description, for example Brother NetScan.</td>
</tr>
<tr>
<td></td>
<td>In Port number: Enter 54925.</td>
</tr>
<tr>
<td></td>
<td>In Protocol: UDP is selected.</td>
</tr>
<tr>
<td></td>
<td>Please refer to the instruction manual that came with your third-party Security/Firewall Software or call the software manufacturer.</td>
</tr>
<tr>
<td></td>
<td>(Macintosh) Select <strong>Other</strong> from the <strong>Model</strong> drop-down list in the main screen of ControlCenter2.</td>
</tr>
<tr>
<td></td>
<td>In the <strong>Device Selector</strong> window, make sure <strong>Network</strong> is selected in the <strong>Connection Type</strong>, and then click <strong>Browse</strong>. Reselect your network machine, and press <strong>OK</strong>.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>The network PC-Fax Receive feature does not work.</th>
<th>(Windows®) It is necessary to set the third-party Security/Firewall Software to allow PC-FAX Rx. To add port 54926 for Network PC-FAX Rx, enter the information below:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>In Name: Enter any description, for example Brother PC-FAX Rx.</td>
</tr>
<tr>
<td></td>
<td>In Port number: Enter 54926.</td>
</tr>
<tr>
<td></td>
<td>In Protocol: UDP is selected.</td>
</tr>
<tr>
<td></td>
<td>Please refer to the instruction manual that came with your third-party Security/Firewall Software or call the software manufacturer.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>The Brother software cannot be installed.</th>
<th>(Windows®) If the Security Software warning appears on the PC screen during the installation, change the Security Software settings to permit the Brother product setup program or other program to run.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(Macintosh) If you are using a firewall function of anti-spyware or antivirus security software, temporarily disable it, and then install the Brother software.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cannot connect to wireless network.</th>
<th>Investigate the problem using the <strong>WLAN Report</strong>. Press <strong>Menu</strong>, choose <strong>Print Reports</strong>, and then press <strong>OK</strong>. Choose <strong>WLAN Report</strong>.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>For more information, see Software and Network User's Guide: <strong>Print the WLAN Report</strong>.</td>
</tr>
</tbody>
</table>
Dial Tone

Setting the dial tone to Detection will shorten the dial-detect pause.

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

Telephone line interference / VoIP

If you are having problems sending or receiving a fax due to possible interference on the telephone line, we recommend that you change the modem speed to minimize errors in fax operations.

1. Press **Menu**.
2. Press ▲ or ▼ to choose Initial Setup. Press **OK**.
3. Press ▲ or ▼ to choose Compatibility. Press **OK**.
4. Press ▲ or ▼ to choose Normal or Basic(for VoIP). Press **OK**.
   - **Basic(for VoIP)** reduces the modem speed to 9,600 bps and turns off color fax receiving and ECM, except for color fax-sending. Unless interference is a recurring problem on your telephone line, you may prefer to use it only when needed.
   - To improve compatibility with most VoIP services, Brother recommends changing the compatibility setting to **Basic(for VoIP)**.
   - **Normal** sets the modem speed at 14,400 bps.
5. Press **Stop/Exit**.

**NOTE**

VoIP (Voice over IP) is a type of phone system that uses an Internet connection, rather than a traditional phone line.
Machine Information

Checking the serial number

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

1. Press Menu.
2. Press ▲ or ▼ to choose Machine Info. Press OK.
3. Press ▲ or ▼ to choose Serial No. Press OK.
   Your machine’s serial number will appear on the LCD.
4. Press Stop/Exit.

Checking the firmware version

You can see the machine’s firmware version on the LCD.

1. Press Menu.
2. Press ▲ or ▼ to choose Machine Info. Press OK.
3. Press ▲ or ▼ to choose Version. Press OK.
   Your machine’s firmware version will appear on the LCD.
4. Press Stop/Exit.

Reset functions

The following reset functions are available:

1. Machine Reset
   You can reset all the machine’s settings that you have changed, such as Date and Time and Ring Delay.
2. Network
   You can reset the print server back to its default factory settings, such as the password and IP address information.
3. Address & Fax
   Address & Fax resets the following settings:
   - Speed Dial
     (Speed-Dial and Setup Groups)
   - Station ID
     (Name and Number)
   - Report settings
     (Transmission Verification Report, Speed Dial and Fax Journal)
   - History
     (Caller ID history and Outgoing Call)
   - Faxes in memory
4. All Settings
   You can restore all settings to the factory setting.
   Brother strongly recommends performing this procedure before handing over or disposing of the machine.
How to reset the machine

1. Press Menu.
2. Press ▲ or ▼ to choose Initial Setup. Press OK.
3. Press ▲ or ▼ to choose Reset. Press OK.
4. Press ▲ or ▼ to choose the type of reset (Machine Reset, Network, Address&Fax or All Settings) you want to use. Press OK. Press 1 to confirm.
5. Press 1 to reboot the machine.
Using the Settings Tables

Your machine is easy to set up and operate. All you have to do is press the Menu keys to choose the settings and options you want to set as they are displayed on the screen.

We have created step-by-step Settings Tables so you can see all the available choices for each setting and feature at-a-glance. You can use these tables to quickly set up your preferred settings in the machine.

Memory Storage

Even if there is a power failure, you will not lose your menu settings because they are stored permanently. Temporary settings (such as Overseas Mode) will be lost. You may have to reset the time and date.
## Menu table

The menu table will help you understand the menu selections and options in the machine’s programs. The factory settings are shown in bold with an asterisk.

### Menu (Menu)

<table>
<thead>
<tr>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ink</strong></td>
<td></td>
<td></td>
<td>Print Quality</td>
<td>Lets you check the print quality or alignment.</td>
<td>58 59</td>
</tr>
<tr>
<td></td>
<td>Test Print</td>
<td></td>
<td>Alignment</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Black</td>
<td>Lets you clean the print head.</td>
<td>58</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Color</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>All</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>—</td>
<td>Lets you check the available ink volume.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>—</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>General Setup</strong></td>
<td><strong>Mode Timer</strong></td>
<td>—</td>
<td>Off</td>
<td>Sets the amount of time before the machine returns to FAX mode.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>0Sec</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>30Secs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1Min</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>2Mins</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5Mins</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Paper Type</strong></td>
<td>—</td>
<td></td>
<td><strong>Plain Paper</strong></td>
<td>Sets the type of paper in the paper tray.</td>
<td>16</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Inkjet Paper</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Brother BP71</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Other Glossy</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Transparency</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Paper Size</strong></td>
<td>—</td>
<td></td>
<td><strong>Letter</strong></td>
<td>Sets the size of paper in the paper tray.</td>
<td>16</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Legal</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>A4</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>A5</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>EXE</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>4&quot;x6&quot;</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

◆ See Advanced User’s Guide.

The factory settings are shown in Bold with an asterisk.
<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Setup</td>
<td>Volume</td>
<td>Ring</td>
<td>Off, Low, Med*, High</td>
<td>Adjusts the ring volume.</td>
<td>See ◆.</td>
</tr>
<tr>
<td>(Continued)</td>
<td></td>
<td>Beeper</td>
<td>Off, Low, Med, High</td>
<td>Adjusts the volume of the sounds when you press a key.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Speaker</td>
<td>Off, Low, Med*, High</td>
<td>Adjusts the speaker volume.</td>
<td></td>
</tr>
<tr>
<td>LCD Settings</td>
<td>Backlight</td>
<td>Light*</td>
<td>Med, Dark</td>
<td>You can adjust the brightness of the LCD backlight.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Dim Timer</td>
<td>Off</td>
<td>10Secs, 20Secs, 30Secs*</td>
<td>You can set how long the LCD backlight stays on after the last key press.</td>
<td></td>
</tr>
<tr>
<td>Sleep Mode</td>
<td>—</td>
<td>1Min</td>
<td>2Mins, 3Mins, 5Mins*, 10Mins, 30Mins, 60Mins</td>
<td>You can choose how long the machine must be idle before it goes into Sleep Mode.</td>
<td></td>
</tr>
</tbody>
</table>

◆ See Advanced User’s Guide.

The factory settings are shown in Bold with an asterisk.
<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fax</td>
<td>Setup Receive</td>
<td>Receive Mode</td>
<td>Fax Only*</td>
<td>Choose the Receive Mode that best suits your needs.</td>
<td>27</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Fax/Tel</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>External TAD</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Manual</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ring Delay</td>
<td>0</td>
<td>Sets the number of rings before the machine answers in Fax Only or Fax/Tel mode.</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>4*</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>F/T Ring Time</td>
<td>20Secs*</td>
<td>Sets the length of the pseudo/double-ring time in Fax/Tel mode.</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>30Secs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>40Secs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>70Secs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Easy Receive</td>
<td>On*</td>
<td>Receives fax messages automatically when you answer a call and hear fax tones.</td>
<td>31</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Off</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Remote Codes</td>
<td>On*</td>
<td>Allows you to answer all calls at an extension telephone and use codes to turn the machine on or off. You can personalize these codes.</td>
<td>39</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(×51, #51)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Off</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Auto Reduction</td>
<td>On*</td>
<td>Reduces the size of incoming faxes.</td>
<td>See</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Off</td>
<td></td>
<td>◆.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Memory Receive</td>
<td>Off*</td>
<td>You can set the machine to send faxes to your PC.</td>
<td>42</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>PC Fax Receive</td>
<td>If you choose PC-Fax Receive, you can turn on the safety feature Backup Print.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Setup AddressBook</td>
<td>—</td>
<td>You can store Speed Dial numbers, so you can dial by pressing only a few keys (and Start).</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Set Speed Dial</td>
<td>—</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Setup Groups</td>
<td>—</td>
<td>You can set up Group numbers for broadcasting.</td>
<td>See</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>—</td>
<td></td>
<td>◆.</td>
</tr>
</tbody>
</table>

◆ See Advanced User’s Guide.

The factory settings are shown in Bold with an asterisk.
<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fax</td>
<td>Report Setting</td>
<td>Transmission</td>
<td>On</td>
<td>Choose the initial setup for Transmission Verification Report.</td>
<td>26</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>On+Image</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Off*</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Off+Image</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Journal Period</td>
<td>Off</td>
<td>Every 50 Faxes*</td>
<td>Sets the interval for the automatic printing of the Fax Journal. If you</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Every 6 Hours</td>
<td>have chosen other than Off or Every 50 Faxes, you can set the time for the</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Every 12 Hours</td>
<td>chosen option. If you have chosen Every 7 Days, you can set the day of the</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Every 24 Hours</td>
<td>week.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Every 2 Days</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Every 7 Days</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Print Fax</td>
<td></td>
<td>—</td>
<td>Prints incoming faxes stored in the memory.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Remaining Jobs</td>
<td></td>
<td>—</td>
<td>Check which jobs are in the memory and cancel chosen jobs.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Miscellaneous</td>
<td>TX Lock</td>
<td>—</td>
<td>Prohibits most functions except receiving faxes.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Distinctive</td>
<td></td>
<td>Distinctive</td>
<td>Uses the telephone company's Distinctive Ring subscriber service to register</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(options)</td>
<td>the ring pattern with the machine.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Off*</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>On</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ring Pattern</td>
<td>(options)</td>
<td>Uses the telephone company's Distinctive Ring subscriber service to register</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1*</td>
<td>the ring pattern with the machine.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Caller ID</td>
<td>Area Code</td>
<td>View or print a list of the last 30 Caller IDs stored in the memory. Set up</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(USA only)</td>
<td></td>
<td>your three-digit area code only if you do not dial it within your own</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>area code.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

◆ See Advanced User's Guide.

The factory settings are shown in Bold with an asterisk.
<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Level4</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Network</td>
<td>WLAN</td>
<td>TCP/IP</td>
<td>BOOT Method</td>
<td>Auto*</td>
<td>Chooses the BOOT method that best suits your needs.</td>
<td>See +</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Static,</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>RARP,</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>BOOTP,</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>DHCP</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>IP Address</td>
<td></td>
<td></td>
<td></td>
<td>[000-255].</td>
<td>Enter the IP address.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>[000-255].</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>[000-255].</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>[000-255]</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subnet Mask</td>
<td></td>
<td></td>
<td></td>
<td>[000-255].</td>
<td>Enter the Subnet mask.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>[000-255].</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>[000-255].</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>[000-255]</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gateway</td>
<td></td>
<td></td>
<td></td>
<td>[000-255].</td>
<td>Enter the Gateway address.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>[000-255].</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>[000-255].</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>[000-255]</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Node Name</td>
<td></td>
<td></td>
<td></td>
<td>BRWXXXXXXXXXXX</td>
<td>Enter the Node name.</td>
<td></td>
</tr>
<tr>
<td>WINS Config</td>
<td></td>
<td></td>
<td></td>
<td>Auto*</td>
<td>Chooses the WINS configuration mode.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Static</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WINS Server</td>
<td></td>
<td></td>
<td></td>
<td>(Primary) 000.000.000.000</td>
<td>Specifies the IP address of the primary or secondary WINS server.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(Secondary) 000.000.000.000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DNS Server</td>
<td></td>
<td></td>
<td></td>
<td>(Primary) 000.000.000.000</td>
<td>Specifies the IP address of the primary or secondary DNS server.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(Secondary) 000.000.000.000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>APIPA</td>
<td></td>
<td></td>
<td></td>
<td>On*</td>
<td>Automatically allocates the IP address from the link-local address range.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Off</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>


* Please go to the Brother Solutions Center to download the Web Connect Guide at http://solutions.brother.com/.

The factory settings are shown in Bold with an asterisk.
### Network (Continued)

#### WLAN (Continued)

<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Level4</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Network</td>
<td>WLAN</td>
<td>WLAN Assistant</td>
<td></td>
<td></td>
<td>You can configure your wireless network settings without using a USB cable (Windows® XP and Mac OS X not supported).</td>
<td>See +.</td>
</tr>
<tr>
<td>Setup Wizard</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>You can manually configure your print server for a wireless network.</td>
<td></td>
</tr>
<tr>
<td>WPS/AOSS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>You can easily configure your wireless network settings using the one-button push method.</td>
<td></td>
</tr>
<tr>
<td>WPS w/PIN Code</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>You can easily configure your wireless network settings using WPS with a PIN.</td>
<td></td>
</tr>
<tr>
<td>WLAN Status</td>
<td>Status</td>
<td></td>
<td></td>
<td></td>
<td>You can see the current wireless network status.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Signal</td>
<td></td>
<td></td>
<td></td>
<td>You can see the current wireless network signal strength.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SSID</td>
<td></td>
<td></td>
<td></td>
<td>You can see the current SSID.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Comm. Mode</td>
<td></td>
<td></td>
<td></td>
<td>You can see the current Communication Mode.</td>
<td></td>
</tr>
<tr>
<td>MAC Address</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>You can see your machine’s MAC address.</td>
<td></td>
</tr>
<tr>
<td>Web Connect Settings</td>
<td>Proxy Settings</td>
<td>Proxy Connection</td>
<td>On Off*</td>
<td></td>
<td>You can change the Web connection settings.</td>
<td>See ●.</td>
</tr>
<tr>
<td></td>
<td>Address</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Port</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>User Name</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Password</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>


● Please go to the Brother Solutions Center to download the Web Connect Guide at [http://solutions.brother.com/](http://solutions.brother.com/).

The factory settings are shown in Bold with an asterisk.
## Settings and features tables

<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Level4</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Network (Continued)</td>
<td>WLAN Enable</td>
<td>—</td>
<td>—</td>
<td>On</td>
<td>Lets you use the wireless network connection.</td>
<td>See +.</td>
</tr>
<tr>
<td></td>
<td>Network Reset</td>
<td>—</td>
<td>—</td>
<td>Off*</td>
<td>Restore all network settings to the factory settings.</td>
<td></td>
</tr>
</tbody>
</table>


● Please go to the Brother Solutions Center to download the Web Connect Guide at http://solutions.brother.com/.

The factory settings are shown in Bold with an asterisk.
<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Print Reports</td>
<td>Transmission</td>
<td>—</td>
<td>—</td>
<td>Prints these lists and reports.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Address Book</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fax Journal</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td></td>
</tr>
<tr>
<td></td>
<td>User Settings</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Network Config</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td></td>
</tr>
<tr>
<td></td>
<td>WLAN Report</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Caller ID hist.</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td></td>
</tr>
<tr>
<td>Machine Info.</td>
<td>Serial No.</td>
<td>—</td>
<td>—</td>
<td>Lets you check the serial number of your machine.</td>
<td>92</td>
</tr>
<tr>
<td></td>
<td>Version</td>
<td>—</td>
<td>—</td>
<td>Lets you check the firmware version of your machine.</td>
<td></td>
</tr>
<tr>
<td>Initial Setup</td>
<td>Date &amp; Time</td>
<td>Date &amp; Time</td>
<td>—</td>
<td>Puts the date and time on the screen and in the headings of the faxes you send.</td>
<td>60</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Auto Daylight</td>
<td>On</td>
<td>Change this setting to On if you want the machine to change automatically for Daylight Saving Time.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Off*</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Station ID</td>
<td>—</td>
<td>Fax:</td>
<td>Enter your name and fax number to appear on each page you fax.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Name:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Tone/Pulse</td>
<td>—</td>
<td>Tone*</td>
<td>Choose the dialing mode.</td>
<td></td>
</tr>
<tr>
<td>(Canada only)</td>
<td></td>
<td></td>
<td>Pulse</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Dial Tone</td>
<td>—</td>
<td>Detection</td>
<td>You can shorten the dial tone detect pause.</td>
<td>91</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>No Detection*</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Compatibility</td>
<td>—</td>
<td>Normal*</td>
<td>Adjusts the modem speed to help resolve transmission problems.</td>
<td>91</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Basic(for VoIP)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

◆ See Advanced User’s Guide.
‡ See Quick Setup Guide.

The factory settings are shown in Bold with an asterisk.
<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initial Setup</td>
<td>Reset</td>
<td>Machine Reset</td>
<td>Yes</td>
<td>You can reset all the machine's settings that you have changed, such as Date and Time and Ring Delay.</td>
<td>92</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Network</td>
<td>Yes</td>
<td>Resets the print server back to its factory default settings, such as the password and IP address information.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Address&amp;Fax</td>
<td>Yes</td>
<td>Deletes all stored Speed Dial numbers and faxes, restores the Station ID, Speed Dial List, Transmission Verification Report and Fax Journal back to the factory default settings.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>All Settings</td>
<td>Yes</td>
<td>Resets all the machine's settings back to the factory settings.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Language</td>
<td>—</td>
<td>English*</td>
<td></td>
<td>Allows you to change the LCD language for your country.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Spanish</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(USA only)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>See †.</td>
</tr>
<tr>
<td>Local Language</td>
<td>—</td>
<td>English*</td>
<td></td>
<td>Allows you to change the LCD language for your country.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>French</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Canada only)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

◆ See Advanced User's Guide.
† See Quick Setup Guide.
The factory settings are shown in Bold with an asterisk.
<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fax Resolution</td>
<td>—</td>
<td>—</td>
<td>Standard* Fine S.Fine Photo</td>
<td>Sets the resolution for outgoing faxes.</td>
<td>See ◆.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Contrast</td>
<td>Auto* Light Dark</td>
<td>Changes the lightness or darkness of faxes you send.</td>
</tr>
<tr>
<td>Address Book</td>
<td>Search</td>
<td>—</td>
<td>Alphabetic Order Numerical Order</td>
<td>You can dial by pressing only a few keys (and Start).</td>
<td>41</td>
</tr>
<tr>
<td>Set Speed Dial</td>
<td>—</td>
<td>—</td>
<td></td>
<td>You can store Speed Dial numbers, so you can dial by pressing only a few keys (and Start).</td>
<td>42</td>
</tr>
<tr>
<td>Setup Groups</td>
<td>—</td>
<td>—</td>
<td></td>
<td>You can set up Group numbers for broadcasting.</td>
<td>See ◆.</td>
</tr>
<tr>
<td>Outgoing Call</td>
<td>Send a fax</td>
<td>Add to AddressBook Delete</td>
<td>—</td>
<td>—</td>
<td>You can choose a number from the Outgoing Call history and then send a fax to it, add it to the Address Book, or delete it.</td>
</tr>
<tr>
<td>Caller ID hist.</td>
<td>Send a fax</td>
<td>Add to AddressBook Delete</td>
<td>—</td>
<td>—</td>
<td>You can choose a number from the Caller ID history and then send a fax to it, add it to the Address Book, or delete it.</td>
</tr>
<tr>
<td>Advanced Settings</td>
<td>Broadcasting Add Number</td>
<td>Address Book Alphabetical Order Numerical Order Complete</td>
<td>—</td>
<td>—</td>
<td>You can send the same fax message to more than one fax number.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>You can send a fax without using the memory.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>If you are having difficulty sending faxes overseas, set this to On.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Adjust the scan area of the scanner glass to the size of the document.</td>
</tr>
</tbody>
</table>

◆ See Advanced User’s Guide.

The factory settings are shown in Bold with an asterisk.
### Settings and features tables

<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Set New Default</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td>You can save your fax settings.</td>
<td>See ◆.</td>
</tr>
<tr>
<td>Factory Reset</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td>You can restore all settings back to the factory settings.</td>
<td></td>
</tr>
</tbody>
</table>

◆ See Advanced User's Guide.

The factory settings are shown in Bold with an asterisk.
### SCAN (→)

<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scan to File</td>
<td>Set with Panel</td>
<td>—</td>
<td>Off</td>
<td>If you want to use the control panel to change the machine’s settings, choose On.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><em>(Set with PC)</em></td>
<td>See †.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>On</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The settings below will appear when **On** is selected in **Set with Panel**.

| Scan Type   | —       | Color* | Black and White | You can choose the scan type for your document.                                 |      |
| Resolution  | —       | 100dpi | 200dpi*         | You can choose the scan resolution for your document.                           |      |
|            |         | 300dpi | 600dpi          |                                                                               |      |

| File Type | —       | (If you choose the Color option in the Scan Type setting) | You can choose the file format for your document. |
|           |         | PDF*               |                                                 |
|           |         | JPEG               |                                                 |
|           |         | (If you choose the B&W option in the Scan Type setting)   |                                                 |
|           |         | TIFF               |                                                 |
|           |         | PDF*               |                                                 |

| Scan Size  | —       | Letter*            | You can choose the scan size for your document. |
|           |         | Legal              |                                                 |
|           |         | A4                 |                                                 |
|           |         | A5                 |                                                 |
|           |         | EXE                |                                                 |
|           |         | 4"x6"              |                                                 |
|           |         | Business Card      |                                                 |

| Remove Background | —       | Off*               | Change the amount of background color that is removed. |
|                   |         | Low                |                                                 |
|                   |         | Medium             |                                                 |
|                   |         | High               |                                                 |

† See Software and Network User’s Guide.

The factory settings are shown in Bold with an asterisk.
### Settings and features tables

<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Scan to E-mail</strong></td>
<td>Set with Panel</td>
<td>—</td>
<td>Off</td>
<td>If you want to use the control panel to change the machine’s settings, choose On.</td>
<td>See +.</td>
</tr>
</tbody>
</table>

The settings below will appear when **On** is selected in Set with Panel.

<table>
<thead>
<tr>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scan Type</td>
<td>—</td>
<td>Color*</td>
<td>You can choose the scan type for your document.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Black and White</td>
<td></td>
</tr>
<tr>
<td>Resolution</td>
<td>—</td>
<td>100dpi</td>
<td>You can choose the scan resolution for your document.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>200dpi*</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>300dpi</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>600dpi</td>
<td></td>
</tr>
<tr>
<td>File Type</td>
<td>—</td>
<td>(If you choose the Color option in the Scan Type setting)</td>
<td>You can choose the file format for your document.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PDF*</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>JPEG</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(If you choose the B&amp;W option in the Scan Type setting)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>TIFF</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>PDF*</td>
<td></td>
</tr>
<tr>
<td>Scan Size</td>
<td>—</td>
<td>Letter*</td>
<td>You can choose the scan size for your document.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Legal</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>A4</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>A5</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>EXE</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>4”x6”</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Business Card</td>
<td></td>
</tr>
<tr>
<td>Remove Background</td>
<td>—</td>
<td>Off*</td>
<td>Change the amount of background color that is removed.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Medium</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>High</td>
<td></td>
</tr>
</tbody>
</table>


The factory settings are shown in Bold with an asterisk.
<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scan to OCR</td>
<td>Set with Panel</td>
<td>—</td>
<td>Off (Set with PC)* On</td>
<td>If you want to use the control panel to change the machine’s settings, choose On.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>The settings below will appear when On is selected in Set with Panel.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Scan Type</td>
<td>—</td>
<td>Color Black and White*</td>
<td>You can choose the scan type for your document.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Resolution</td>
<td>—</td>
<td>100dpi 200dpi* 300dpi 600dpi</td>
<td>You can choose the scan resolution for your document.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>File Type</td>
<td>—</td>
<td>Text* HTML RTF</td>
<td>You can choose the file format for your document.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Scan Size</td>
<td>—</td>
<td>Letter* Legal A4 A5 EXE 4&quot;x6&quot; Business Card</td>
<td>You can choose the scan size for your document.</td>
<td></td>
</tr>
</tbody>
</table>


The factory settings are shown in Bold with an asterisk.
## Settings and features tables

<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scan to Image</td>
<td>Set with Panel</td>
<td>—</td>
<td>Off (Set with PC)* On</td>
<td>If you want to use the control panel to change the machine’s settings, choose On.</td>
<td>See +.</td>
</tr>
</tbody>
</table>

The settings below will appear when On is selected in Set with Panel.

<table>
<thead>
<tr>
<th>Scan Type</th>
<th>—</th>
<th>Color*</th>
<th>Black and White</th>
<th>You can choose the scan type for your document.</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>—</td>
<td>100dpi</td>
<td>200dpi* 300dpi 600dpi</td>
<td>You can choose the scan resolution for your document.</td>
<td></td>
</tr>
</tbody>
</table>

| File Type       | —               | (If you choose the Color option in the Scan Type setting) | PDF* JPEG (If you choose the B&W option in the Scan Type setting) TIFF PDF* | You can choose the file format for your document. |      |
| Scan Size       | —               | Letter* Legal A4 A5 EXE 4"x6" Business Card             | You can choose the scan size for your document. |                                                                 |      |

| Remove Background | —       | Off* Low Medium High                                   | Change the amount of background color that is removed. |                                                                 |      |

| Web Service     | Scan           | —               | —                           | You can scan data by using the Web Services protocol.                     |      |
|                 | Scan for E-mail | —               | —                           |                                                                               |      |
|                 | Scan for Fax   | —               | —                           |                                                                               |      |
|                 | Scan for Print | —               | —                           |                                                                               |      |


The factory settings are shown in Bold with an asterisk.
### COPY ( )

<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quality</td>
<td></td>
<td></td>
<td>Fast Normal*</td>
<td>Choose the Copy resolution for the next copy.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Normal*</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Best</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Paper Type|        |        | Plain Paper*     | Choose the paper type that matches the paper in the tray. | 45   |
|           |        |        | Inkjet Paper     |                                                 |      |
|           |        |        | Brother BP71     |                                                 |      |
|           |        |        | Other Glossy     |                                                 |      |
|           |        |        | Transparency     |                                                 |      |

| Paper Size|        |        | Letter*          | Choose the paper size that matches the paper in the tray. | 45   |
|           |        |        | Legal            |                                                 |      |
|           |        |        | A4               |                                                 |      |
|           |        |        | A5               |                                                 |      |
|           |        |        | EXE              |                                                 |      |
|           |        |        | 4"x6"            |                                                 |      |

| Enlarge/Reduce | 100%* |        | —                | — | — | See ◆. |
|               |       |        | Enlarge          | — | — | —       |
|               |       |        | —                | — | — | —       |
|               |       |        | Reduce           | — | — | —       |
|               |       |        | —                | — | — | —       |
|               |       |        | Fit to Page      | — | — | —       |
|               |       |        | —                | — | — | —       |
|               |       |        | Custom(25-400%)  | — | — | —       |
|               |       |        | —                | — | — | —       |
| Density       | —      | —      | —                | — | — | —       |
|               | —      | —      | —                | — | — | —       |

◆ See Advanced User’s Guide.

The factory settings are shown in Bold with an asterisk.
<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stack/Sort</td>
<td>—</td>
<td>—</td>
<td>Stack*</td>
<td>You can choose to stack or sort multiple copies.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Sort</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Page Layout</td>
<td>—</td>
<td>—</td>
<td>Off(1in1)*</td>
<td>You can make N in 1, 2 in 1 ID, or Poster copies.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2in1(P)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2in1(L)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2in1(ID)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>4in1(P)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>4in1(L)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Poster (2x1)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Poster (2x2)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Poster (3x3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2-sided Copy</td>
<td>2-sided Copy</td>
<td>—</td>
<td>Off*</td>
<td>You can choose the 2-sided print settings.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Portrait</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>LongEdgeFlip</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Landscape</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>LongEdgeFlip</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Portrait</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>ShortEdgeFlip</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Landscape</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>ShortEdgeFlip</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Advanced Settings — — — Off* Change the amount of background color that is removed.

Advanced
Advanced Settings — — — Off*
Remove Background (Options)
Low
Medium*
High

Set New Default — — — You can save your copy settings.

Factory Reset — — — You can restore all the settings back to the factory settings.

◆ See Advanced User's Guide.

The factory settings are shown in Bold with an asterisk.
### WEB (🌐)

<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apps</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td>Lets you connect the Brother machine to an Internet service.</td>
</tr>
<tr>
<td>SKYDRIVE®</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td>Web services may have been added and/or service names may have been changed by the provider since this document was published.</td>
</tr>
<tr>
<td>BOX</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td></td>
</tr>
<tr>
<td>GOOGLE DRIVE™</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td></td>
</tr>
<tr>
<td>EVERNOTE®</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td></td>
</tr>
<tr>
<td>DROPBOX</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td></td>
</tr>
<tr>
<td>FACEBOOK</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td></td>
</tr>
<tr>
<td>PICASA WEB ALBUMS™</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td></td>
</tr>
<tr>
<td>FLICKR®</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td></td>
</tr>
</tbody>
</table>


The factory settings are shown in Bold with an asterisk.

### (Address Book)

<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Level3</th>
<th>Options</th>
<th>Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Search</td>
<td>—</td>
<td>—</td>
<td>Alphabetical Order, Numerical Order</td>
<td>You can search for names you have stored in the Speed Dial memory.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Set Speed Dial</th>
<th>—</th>
<th>—</th>
<th>—</th>
<th>You can set up Speed Dial numbers, so you can dial by pressing only a few keys (and Start).</th>
</tr>
</thead>
</table>

| Setup Groups | — | — | — | You can set up Group numbers for broadcasting. |

* See Advanced User's Guide.

The factory settings are shown in Bold with an asterisk.
## Redial/Pause (Redial / Pause)

<table>
<thead>
<tr>
<th>Level1</th>
<th>Level2</th>
<th>Options</th>
<th>Descriptions</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outgoing Call</td>
<td>Send a fax</td>
<td>—</td>
<td>You can choose a number from the Outgoing Call history and then send a fax to it, add it to the Address Book, or delete it.</td>
<td>See</td>
</tr>
<tr>
<td>history</td>
<td>Add to AddressBook</td>
<td>—</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Delete</td>
<td>—</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Caller ID hist.</td>
<td>Send a fax</td>
<td>—</td>
<td>You can choose a number from the Caller ID history and then send a fax to it, add it to the Address Book, or delete it.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Add to AddressBook</td>
<td>—</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Delete</td>
<td>—</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

◆ See Advanced User’s Guide.

The factory settings are shown in Bold with an asterisk.
Entering Text

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

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

<table>
<thead>
<tr>
<th>Press Key</th>
<th>one time</th>
<th>two times</th>
<th>three times</th>
<th>four times</th>
<th>five times</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>A</td>
<td>B</td>
<td>C</td>
<td>2</td>
<td>A</td>
</tr>
<tr>
<td>3</td>
<td>D</td>
<td>E</td>
<td>F</td>
<td>3</td>
<td>D</td>
</tr>
<tr>
<td>4</td>
<td>G</td>
<td>H</td>
<td>I</td>
<td>4</td>
<td>G</td>
</tr>
<tr>
<td>5</td>
<td>J</td>
<td>K</td>
<td>L</td>
<td>5</td>
<td>J</td>
</tr>
<tr>
<td>6</td>
<td>M</td>
<td>N</td>
<td>O</td>
<td>6</td>
<td>M</td>
</tr>
<tr>
<td>7</td>
<td>P</td>
<td>Q</td>
<td>R</td>
<td>S</td>
<td>7</td>
</tr>
<tr>
<td>8</td>
<td>T</td>
<td>U</td>
<td>V</td>
<td>8</td>
<td>T</td>
</tr>
<tr>
<td>9</td>
<td>W</td>
<td>X</td>
<td>Y</td>
<td>Z</td>
<td>9</td>
</tr>
</tbody>
</table>

Inserting spaces

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

NOTE

The characters that are available may differ depending on your country.

Making corrections

If you entered an incorrect character and want to change it, press ◀ to move the cursor under the incorrect character, and then press Clear. Enter the correct character. You can also back up and insert letters.

To erase all the characters, press Clear repeatedly.

Repeating letters

If you need to enter a letter that is on the same key as the letter before, press ► to move the cursor to the right before you press the key again.
### Special characters and symbols

Press *, # or 0 repeatedly until you see the special character or symbol you want.

<table>
<thead>
<tr>
<th>Key</th>
<th>For</th>
<th>Characters</th>
</tr>
</thead>
<tbody>
<tr>
<td>*</td>
<td>(space)</td>
<td>! &quot; # $ % &amp; ' ( ) * + , - . / €</td>
</tr>
<tr>
<td>#</td>
<td>: ; &lt; &gt;= ? @ [ ] ^ _</td>
<td></td>
</tr>
<tr>
<td>0</td>
<td>English:  Á Â Ã AÇ É Ê ÉÉ Ê Ë Í Ì Î Ï Ô Ú Ô Õ Õ Ó Õ Ú Ù 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>French: Á Â Ç É Ê É É Ë Ê Ï Ï Õ Õ Õ Õ Ú Ù Ù 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Spanish: Á É Í Ñ Ò Ú 0</td>
<td></td>
</tr>
</tbody>
</table>
Specifications

General

NOTE

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

<table>
<thead>
<tr>
<th>Printer Type</th>
<th>Inkjet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Print Head</td>
<td>Black: Piezo with 210 nozzles × 1</td>
</tr>
<tr>
<td></td>
<td>Color: Piezo with 210 nozzles × 3</td>
</tr>
<tr>
<td>Memory Capacity</td>
<td>64 MB</td>
</tr>
<tr>
<td>LCD (Liquid Crystal Display)</td>
<td>1.8 in. (44.9 mm) TFT Color LCD</td>
</tr>
<tr>
<td>Power Source</td>
<td>AC 100 to 120 V 50/60 Hz</td>
</tr>
<tr>
<td>Power Consumption</td>
<td>Copying Mode: Approx. 19 W³</td>
</tr>
<tr>
<td></td>
<td>Ready Mode: Approx. 3.5 W⁴</td>
</tr>
<tr>
<td></td>
<td>Sleep Mode: Approx. 1.1 W⁴</td>
</tr>
<tr>
<td></td>
<td>Off: Approx. 0.2 W⁴.⁵</td>
</tr>
</tbody>
</table>

³ Measured diagonally.
² Measured when the machine is connected to the USB interface. Power consumption varies slightly depending on the usage environment or part wear.
⁴ Measured according to IEC 62301 Edition 2.0.
⁵ Even when the machine is turned off, it will automatically turn itself on periodically for print head maintenance, and then turn itself off.
Specifications

Dimension

Weight
19.6 lb (8.9 kg)

Noise Level

Sound Pressure
Operating: 50 dB(A) (Maximum) ¹

Temperature
Operating: 50 to 95 °F (10 to 35 °C)
Best Print Quality: 68 to 91 °F (20 to 33 °C)

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

ADF (automatic document feeder)
Up to 20 pages

Paper: 20 lb (80 g/m²) Letter or A4 size

Document Size
ADF Width: 5.8 in. to 8.5 in. (148 mm to 215.9 mm)
ADF Length: 5.8 in. to 14.0 in. (148 mm to 355.6 mm)
Scanner Glass Width: Max. 8.5 in. (215.9 mm)
Scanner Glass Length: Max. 11.7 in. (297 mm)

¹ Noise depends on printing conditions.
Print media

Paper Input

Paper Tray

- Paper Type:
  Plain Paper, Inkjet Paper (coated paper), Glossy Paper ¹ and Transparency ²

- Paper Size ³:
  Letter, Legal, Executive, A4, A5, A6, Envelopes (Com-10, DL, C5, Monarch), Photo (4" × 6")/(10 × 15 cm), Photo 2L (5" × 7")/(13 × 18 cm) and Index Card (5" × 8")/(127 × 203 mm)

  Width: 3.86 in. - 8.5 in. (98 mm - 215.9 mm)
  Length: 5.8 in. - 14 in. (148 mm - 355.6 mm)

  For more details, see Paper weight, thickness and capacity on page 20.

- Maximum paper tray capacity:
  Up to 100 sheets of 20 lb (80 g/m²) plain paper

Paper Output

Up to 50 sheets of 20 lb (80 g/m²) plain paper (face up print delivery to the output paper tray) ¹

¹ For glossy paper or transparencies, remove printed pages from the output paper tray immediately after they exit the machine to avoid smudging.

² Use only transparencies recommended for inkjet printing.

³ See Paper type and size for each operation on page 19.
Specifications

Fax

Compatibility ITU-T Group 3
Modem Speed Automatic Fallback
  14,400 bps
Scanning Width 8.19 in. (208 mm) (Letter)
Printing Width 8.26 in. (210 mm) (Letter)
Gray Scale B&W: 8 bit (256 levels)
  Color: 24 bit (8 bit per color/ 256 levels)
Resolution Standard
  203 × 98 dpi (Black)
  203 × 196 dpi (Color)
Fine
  203 × 196 dpi (Black/Color)
Superfine
  203 × 392 dpi (Black)
  Photo
  203 × 196 dpi (Black)
Speed Dial 40 stations
Groups Up to 6
Broadcasting 90 (40 Speed Dial/50 Manual Dial)
Automatic Redial 1 time after 5 minutes
Memory Transmission Up to 170 \(^1\) pages
Out of Paper Reception Up to 170 \(^1\) pages

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

Color/Black
Yes/Yes

Copy Width
8.26 in. (210 mm) \(^1\)

Multiple Copies
Stacks/Sorts up to 99 pages

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

Resolution
Prints up to 1200 \(\times\) 2400 dpi

2-sided
Yes

- Paper Type:
  Plain paper

- Paper Size:
  Letter, A4, A5, Executive

\(^1\) When copying on Letter size paper.
# Scanner

<table>
<thead>
<tr>
<th>Specifications</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Color/Black</strong></td>
<td>Yes/Yes</td>
</tr>
<tr>
<td><strong>TWAIN Compliant</strong></td>
<td>Yes</td>
</tr>
<tr>
<td>(Windows® XP ¹/Windows Vista®/Windows® 7/Windows® 8)</td>
<td></td>
</tr>
<tr>
<td>(Mac OS X v10.6.8, 10.7.x, 10.8.x)</td>
<td></td>
</tr>
<tr>
<td><strong>WIA Compliant</strong></td>
<td>Yes</td>
</tr>
<tr>
<td>(Windows® XP ¹/Windows Vista®/Windows® 7/Windows® 8)</td>
<td></td>
</tr>
<tr>
<td><strong>ICA Compliant</strong></td>
<td>Yes (Mac OS X v10.6.8, 10.7.x, 10.8.x)</td>
</tr>
<tr>
<td><strong>Color Depth</strong></td>
<td>30 bit color Processing (Input)</td>
</tr>
<tr>
<td>24 bit color Processing (Output) / 256 levels per color</td>
<td></td>
</tr>
<tr>
<td><strong>Gray Scale</strong></td>
<td>10 bit color Processing (Input)</td>
</tr>
<tr>
<td>8 bit color Processing (Output) / 256 levels per color</td>
<td></td>
</tr>
<tr>
<td><strong>Resolution</strong></td>
<td>Up to 19,200 × 19,200 dpi (interpolated) ²</td>
</tr>
<tr>
<td>Up to 1,200 × 2,400 dpi (optical) (Scanner Glass)</td>
<td></td>
</tr>
<tr>
<td>Up to 1,200 × 600 dpi (optical) (ADF)</td>
<td></td>
</tr>
<tr>
<td><strong>Scanning Width and Length</strong> (Scanner Glass)</td>
<td>Width: Up to 8.42 in. (213.9 mm)</td>
</tr>
<tr>
<td>Length: Up to 11.61 in. (295 mm)</td>
<td></td>
</tr>
<tr>
<td>(ADF)</td>
<td></td>
</tr>
<tr>
<td>Width: Up to 8.42 in. (213.9 mm)</td>
<td></td>
</tr>
<tr>
<td>Length: Up to 13.92 in. (353.6 mm)</td>
<td></td>
</tr>
</tbody>
</table>


² Maximum 1200 × 1200 dpi scanning when using the WIA Driver for Windows® XP, Windows Vista®, Windows® 7 and Windows® 8 (resolution up to 19200 × 19200 dpi can be selected by using the Brother scanner utility).
Printer

Resolution
Up to 1200 × 6000 dpi

Printing Width
8.26 in. [8.5 in. (borderless)]

Borderless
Letter, A4, A6, Photo (4" × 6")/(10 × 15 cm), Index Card (5" × 8")/(127 × 203 mm), Photo 2L (5" × 7")/(13 × 18 cm)

2-sided
- Paper Type:
  Plain paper
- Paper Size:
  Letter, A4, A5, Executive

Print Speed

1. When the Borderless feature is set to On.
2. See Paper type and size for each operation on page 19.
3. When printing on Letter size paper.
4. For detailed specifications visit http://www.brother.com/.

Interfaces

USB
Use a USB 2.0 interface cable that is no longer than 6 feet (2 m).

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

1. Your machine has a USB 2.0 Hi-Speed interface. The machine can also be connected to a computer that has a USB 1.1 interface.
2. Third party USB ports are not supported.
Network

NOTE
For more information about the Network specifications, see Software and Network User’s Guide.

You can connect your machine to a network for Network Printing, Network Scanning, PC Fax Send, PC Fax Receive (Windows® only) and Remote Setup ¹. Also included is Brother BRAdmin Light² Network Management software.

**Wireless Network**
- SSID (32 characters), WEP 64/128 bit, WPA-PSK (TKIP/AES), WPA2-PSK (AES)

**Security**
- **AOSSTM** Yes
- **WPS** Yes

¹ See *Computer requirements* on page 124.

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

(Macintosh) The latest Brother BRAdmin Light is available as a download from [http://solutions.brother.com/](http://solutions.brother.com/).
## Computer requirements

<table>
<thead>
<tr>
<th>Computer Platform &amp; Operating System Version</th>
<th>PC Interface</th>
<th>Processor</th>
<th>Hard Disk Space to install For Drivers</th>
<th>For Applications (including Drivers)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Windows® Operating System</td>
<td>USB ²</td>
<td>Printing</td>
<td>150 MB</td>
<td>1 GB</td>
</tr>
<tr>
<td>Windows® XP Home ¹ ² ³ ⁴</td>
<td>Wireless 802.11b/g/n</td>
<td>PC Fax ³ ⁴ ⁵</td>
<td>500 MB</td>
<td>1.3 GB</td>
</tr>
<tr>
<td>Windows® XP Professional ¹ ² ³ ⁴</td>
<td></td>
<td>Scanning</td>
<td>650 MB</td>
<td></td>
</tr>
<tr>
<td>Windows Vista® ¹ ²</td>
<td></td>
<td>N/A</td>
<td>50 MB</td>
<td>N/A</td>
</tr>
<tr>
<td>Windows® 7 ¹ ²</td>
<td></td>
<td>Printing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Windows® 8 ¹ ²</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Windows Server® 2003</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Windows Server® 2003 R2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Windows Server® 2008</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Windows Server® 2008 R2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Windows Server® 2012</td>
<td></td>
<td>64bit (x64) processor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Macintosh Operating System</td>
<td>Printing ³</td>
<td>Intel® Processor</td>
<td>80 MB</td>
<td>550 MB</td>
</tr>
<tr>
<td>Mac OS X v10.6.8</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OS X v10.7.x</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OS X v10.8.x</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Conditions:**

1. For WIA, 1200 x 1200 resolution. Brother Scanner Utility enables to enhance up to 19200 x 19200 dpi.
2. Third party USB ports are not supported.
3. PC Fax supports black and white only.
4. PaperPort™ 12SE supports Windows® XP Home (SP3 or greater), XP Professional (SP3 or greater), XP Professional x64 Edition (SP2 or greater), Windows Vista® (SP2 or greater), Windows® 7 and Windows® 8.

For the latest driver updates, visit us at
(in USA) http://www.brother.com/
(in Canada) http://www.brother.ca/
All trademarks, brand and product names are the property of their respective companies.
Consumable items

Ink
The machine uses individual Black, Yellow, Cyan and Magenta ink cartridges that are separate from the print head assembly.

Service Life of Ink Cartridge
Starter ink cartridges are in the box. The first time you install the ink cartridges the machine will use extra ink to fill the ink delivery tubes. This is a one-time process that enables high quality printing. Afterward, replacement ink cartridges will print the specified number of pages. Starter cartridge yield is approx. 80% of the yield of the LC101 replacement cartridges.

Replacement Consumables
<Standard Yield Black> LC101BK
<Standard Yield Yellow> LC101Y
<Standard Yield Cyan> LC101C
<Standard Yield Magenta> LC101M
Black, Yellow, Cyan and Magenta - Approximately 300 pages

<High Yield Black> LC103BK
<High Yield Yellow> LC103Y
<High Yield Cyan> LC103C
<High Yield Magenta> LC103M
Black, Yellow, Cyan and Magenta - Approximately 600 pages

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

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

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

A

Accessories and supplies .............................................. ii
Address Book
Groups .............................................................. 42, 92, 112
Speed Dial .......................................................... 41
changing .................................................................. 43
deleting .................................................................. 43
setting up ............................................................. 42
using .................................................................... 41
ADF (automatic document feeder) ................. 21
Answering machine (TAD) ................................. 36
connecting .......................................................... 37
Apple Macintosh
Automatic
fax receive .......................................................... 27
Easy Receive ......................................................... 31

B

Brother
accessories and supplies ........................................... ii
Brother numbers ....................................................... i
CreativeCenter ......................................................... 4
Customer Service ................................................... i
FAQs (frequently asked questions) ....................... i
Notice-Disclaimer ...................................................... iv
product support ......................................................... i
service centers ........................................................ ii
Solutions Center ....................................................... i

C

Cleaning
print head ............................................................... 58
scanner ................................................................. 57
Connecting
external TAD
(answering machine) .............................................. 36, 37
external telephone .................................................. 38
Consumable items ...................................................... 125
Control panel overview .............................................. 6
ControlCenter
Copy
paper size ............................................................... 45
paper type .............................................................. 45
using ADF ................................................................ 21
using scanner glass .................................................. 22
Cordless telephone (non-Brother) ......................... 39
Custom Ringing ......................................................... 33
Custom telephone features on a single line ........... 88

D

Data Ident-A-Call ....................................................... 32
Dialing
a pause ................................................................. 42
Address Book ......................................................... 41
manual ................................................................. 41
Distinctive Ring ........................................................ 33
setting ring pattern ................................................. 34
turning off ............................................................ 34
Document
loading ............................................................... 21, 22

E

Easy Receive .............................................................. 31
Envelopes .............................................................. 13, 19, 20
Error messages on LCD ............................................. 63
Absorber NearFull .................................................. 63
B&W Print Only ....................................................... 63
Cannot Detect ......................................................... 64
Cannot Print .......................................................... 64
Comm. Error .......................................................... 64
Cover is Open ........................................................ 64
Data Remaining ....................................................... 64
Document Jam ......................................................... 65
DR Mode in Use ....................................................... 65
Ink Absorber Full ..................................................... 65
Ink low ................................................................. 66
No Ink Cartridge ....................................................... 66
No Paper Fed .......................................................... 67
Not Registered ......................................................... 41, 67
Out of Fax Memory .................................................. 67
Out of Memory ........................................................ 68
Paper Jam ............................................................... 68
Unable to Clean ....................................................... 69
Unable to Init. ........................................................ 69
Unable to Print ......................................................... 69
Unable to Scan ....................................................... 69
Wrong Paper Size .................................................... 70
Extension telephone, using .................... 39
External telephone, connecting .............. 38

F

Fax codes
changing ........................................... 40
Fax Receive Code ....................... 31, 39
Telephone Answer Code ............... 39
using ................................................. 39
Fax, from PC
Fax, stand-alone
receiving ........................................... 27
difficulties ...................................... 85, 86
Easy Receive ..................................... 31
F/T Ring Time, setting ...................... 30
from extension telephone .................. 39
from external telephone .................... 39
Ring Delay, setting ......................... 30
television line interference / VoIP ...... 91
sending .............................................. 24
change scanner glass size ................ 25
color fax .......................................... 25
difficulties ........................................ 87
television line interference / VoIP ...... 91
Transmission Verification Report ....... 26
Fax/Tel mode
answering at extension telephones ...... 39
Fax Receive Code ............................. 39
Ring Delay ........................................ 30
Telephone Answer Code ............... 39

G

Gray scale ......................................... 119, 121

H

Help
LCD messages ................................... 94
Menu Table ....................................... 95
Hook key ............................................. 6

I

Ident-A-Call ....................................... 32
Ident-A-Ring ....................................... 32

Ink cartridges
ink dot counter ................................ 54
replacing ...................................... 54
Innobella™ .................................... 125

J

Jams
document ........................................... 72
paper .............................................. 74

L

LCD (Liquid Crystal Display) ............. 6

M

Macintosh
Maintenance, routine
replacing ink cartridges ................. 54
Manual
dialing ............................................. 41
receive .............................................. 27
Memory Storage .............................. 94
Multi-line connections (PBX) .......... 38

N

Network
Printing
Scanning
Nuance™ PaperPort™ 12SE
See also Help in the PaperPort™ 12SE
application.

P

Paper .............................................. 17, 118
capacity ........................................... 20
loading ............................................ 10, 13
loading envelopes ......................... 13
printable area .................................... 15
size .................................................. 16
size of document ......................... 21
type ................................................ 16, 19
Personalized Ring ......................... 33
**Presto! PageManager**
See also Help in the Presto! PageManager application.

**Print**
- difficulties ........................................80
- printable area .................................15
- resolution ........................................122
- specifications .................................122

**Printing**

**Receive Mode**
- External TAD ..................................27
- Fax Only ........................................27
- Fax/Tel ..........................................27
- Manual ..........................................27

**Remote/Pause** ..................................42

**Remote Setup**

**Resolution**
- copy ............................................120
- fax ..............................................119
- print ............................................122
- scan ............................................121

**Ring Delay, setting** ..........................30
**RingMaster** .....................................33

**Scanning**

**Serial Number**
- how to find .................. See inside front cover

**SimpleBiz Fax & Alternative Number**

**Ringing** ........................................32

**Smart Ring** .....................................33

**Step-by-step Settings Tables** ..............94

**Telephone line**
- connections .................................37
- difficulties .................................85
- interference / VoIP ........................91
- multi-line (PBX) .........................38

**Text, entering**.................................114
- special characters .........................115

**Transferring your faxes or**
- Fax Journal report .......................71

**Transparencies** ..........................17, 19, 20, 118

**Troubleshooting**
- document jam .........................72
- error messages on LCD ..............63
- if you are having difficulty
  - copying ..................................88
  - incoming calls ........................88
  - Network .................................89
  - paper handling ......................83
  - phone line or connections ........85
  - print quality ........................82
  - printing ..................................80
  - printing received faxes ...........85
  - receiving faxes .......................86
  - scanning ..................................89
  - software ..................................89
  - maintenance messages on LCD ....63
  - paper jam ..................................74

**Unscannable area** ..................................23

**Voice Mail** .....................................32

**Warranties are in the box**
- Notice-Disclaimer ........................iv
- Web Services (Scan) .....................109
- Windows®

**Wireless Network**

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