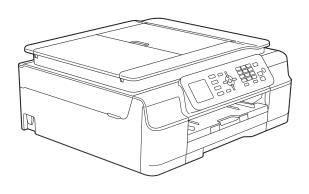


Basic User's Guide

MFC-J470DW





If you need to contact Customer Service Please complete the following information for future reference: Model Number: MFC-J470DW Serial Number: 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/

User's Guides and where do I find them?

Which Guide?	What's in it?	Where is it?
Product Safety Guide	Read this Guide first. Please read the Safety Instructions before you set up your machine. See this Guide for trademarks and legal limitations.	Printed / In the box
Quick Setup Guide	Follow the instructions for setting up your machine and installing the drivers and software for the operating system and connection type you are using.	Printed / In the box
Basic User's Guide	Learn the basic Fax, Copy and Scan operations and how to replace consumables. See troubleshooting tips.	Printed / In the box ¹
Advanced User's Guide	Learn more advanced operations: Fax, Copy, security features, printing reports and performing routine maintenance.	PDF file / CD-ROM
Software and Network User's Guide	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.	HTML file/CD-ROM
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.	PDF file / Brother Solutions Center ²
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.	PDF file / Brother Solutions Center ²
Google Cloud Print Guide	This Guide provides details on how to use Google Cloud Print™ services for printing over the Internet.	PDF file / Brother Solutions Center ²
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.	PDF file / Brother Solutions Center ²

¹ This may differ depending on your country.

² Visit us at http://solutions.brother.com/.

Table of Contents (Basic User's Guide)

1	General information	1
	Using the documentation	1
	Symbols and conventions used in the documentation	
	Accessing Brother Utilities (Windows® 8)	1
	Accessing the Advanced User's Guide and Software and	
	Network User's Guide	
	Viewing User's Guides	
	How to access Guides for Advanced Features	
	Accessing Brother Support (Windows®)	
	Accessing Brother Support (Macintosh)	
	Control panel overview	
	LCD screen indications	
	Basic Operations	
	Volume Settings	
	Ring Volume	
	Beeper Volume	
	Speaker Volume	
	LCD display	
	Setting the backlight brightness	10
2	Loading paper	11
2	2 1 1	
2	Loading paper and other print media	11
2	Loading paper and other print mediaLoading envelopes	11
2	Loading paper and other print media Loading envelopes Unprintable area	11 13
2	Loading paper and other print media Loading envelopes Unprintable area Paper settings	11 13 16
2	Loading paper and other print media Loading envelopes Unprintable area Paper settings Paper Type	11 13 16 17
2	Loading paper and other print media Loading envelopes Unprintable area Paper settings Paper Type Paper Size	11 13 16 17 17
2	Loading paper and other print media Loading envelopes Unprintable area Paper settings Paper Type	11 13 16 17 17
2	Loading paper and other print media Loading envelopes Unprintable area Paper settings Paper Type Paper Size Acceptable paper and other print media.	11 13 16 17 17 17
2	Loading paper and other print media Loading envelopes Unprintable area Paper settings Paper Type Paper Size Acceptable paper and other print media Recommended print media	1113161717171818
3	Loading paper and other print media Loading envelopes Unprintable area Paper settings Paper Type Paper Size Acceptable paper and other print media Recommended print media Handling and using print media	1113161717171818
	Loading paper and other print media Loading envelopes Unprintable area Paper settings Paper Type Paper Size Acceptable paper and other print media Recommended print media Handling and using print media Choosing the right print media Loading documents	11131717181818
	Loading paper and other print media Loading envelopes Unprintable area Paper settings Paper Type Paper Size Acceptable paper and other print media Recommended print media Handling and using print media Choosing the right print media Loading documents How to load documents	111316171718181820
	Loading paper and other print media Loading envelopes Unprintable area Paper settings Paper Type Paper Size Acceptable paper and other print media Recommended print media Handling and using print media Choosing the right print media Loading documents How to load documents Using the ADF	111316171718182021
	Loading paper and other print media Loading envelopes Unprintable area Paper settings Paper Type Paper Size Acceptable paper and other print media Recommended print media Handling and using print media Choosing the right print media Loading documents How to load documents	11131617171818182021

4	Sending a fax	24
	How to send a faxStop faxing	
	Setting scanner glass size for faxing	
	Colour fax transmission	
	Cancelling a fax in progress	
	Transmission Verification Report	
5	Receiving a fax	27
	Receive Modes	27
	Choose the Receive Mode	27
	Using Receive Modes	29
	Fax Only	29
	Fax/Tel	
	Manual	
	External TAD	
	Receive Mode settings	
	Ring Delay	
	F/T Ring Time (Fax/Tel mode only)	
	Fax Detect	31
6	Telephone and external devices	32
	Voice operations	32
	Fax/Tel mode	
	Caller ID (U.K. and Ireland only)	32
	Telephone services	33
	Setting the Telephone Line Type	33
	Voice over Internet Protocol (VoIP)	
	Connecting an external TAD (telephone answering device)	
	Connection settings	
	Recording an outgoing message (OGM) on an external TAD	
	Multi-line connections (PBX)	
	External and extension telephones	
	Connecting an external or extension telephone	
	Operation from external and extension telephones	
	Using extension telephones (U.K. only)	
	Using remote codes	39

7	Dialling and storing numbers	40
	How to dial	40
	Manual dialling	
	Speed Dialling	
	Fax Redial	
	Additional Dialling Operations	
	Outgoing Call history	
	Caller ID historyStoring numbers	
	Storing a pause	
	Storing Speed Dial numbers	
	Changing or deleting Speed Dial names or numbers	
8	Making copies	45
	How to copy	45
	Stop copying	45
	Copy options	46
	Paper Type	
	Paper Size	46
9	How to print from a computer	47
	Printing a document	47
10	How to scan to a computer	48
	Before scanning	48
	Scanning a document as a PDF file using ControlCenter4 (Windows®)	49
	How to change the machine's SCAN mode settings for PDF scanning	
	How to scan a document as a PDF file using the control panel	54
A	Routine maintenance	55
	Replacing the ink cartridges	55
	Cleaning and checking the machine	
	Cleaning the scanner glass	
	Cleaning the print head	
	Checking the print quality	
	Checking the print alignment	
	Setting the date and time	61

В	Troubleshooting	62
	Identifying your problem	62
	Error and maintenance messages	64
	Error animations	72
	Transferring your faxes or Fax Journal report	72
	Document jam	73
	Printer jam or paper jam	75
	If you are having difficulty with your machine	81
	Dial Tone detection	92
	Telephone line interference / VoIP	92
	Machine Information	93
	Checking the serial number	93
	Checking the firmware version	93
	Reset functions	93
	How to reset the machine	94
С	Settings and features tables	95
	Using the Settings tables	95
	Menu table	
	Entering Text	
	Inserting spaces	
	Making corrections	
	Repeating letters	
	Special characters and symbols	
D	Specifications	117
	General	
	Print media	
	Fax	
	Copy	
	Scanner	
	Printer	
	Interfaces	
	Network	
	Computer requirements	
	Consumable items	
E	Index	128

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.

1 General setup

Memory Storage
Automatic Daylight Saving Time
(MFC models)
Sleep Mode
Auto Power Off (DCP model)
LCD
Mode Timer (MFC models)

2 Security features (MFC models)

TX Lock

3 Sending a fax (MFC models)

Additional sending options
Additional sending operations

4 Receiving a fax (MFC models)

Memory Receive (Monochrome only) Additional receiving operations

5 Dialling and storing numbers (MFC models)

Voice operations Additional dialling operations Additional ways to store numbers

6 Printing reports

Fax reports (MFC models) Reports

7 Making copies

Copy options

A Routine maintenance

Cleaning and checking the machine Packing and shipping the machine

B Glossary

C Index

1

General information

Using the documentation

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

Symbols and conventions used in the documentation

The following symbols and conventions are used throughout the documentation.

Bold Bold typeface identifies

specific buttons on the

machine's control panel, or on

the computer screen.

Italics Italicized typeface

emphasizes an important point or refers you to a related

topic.

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

LCD of the machine.



WARNING

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



CAUTION

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

IMPORTANT

<u>IMPORTANT</u> 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 shocks.

Accessing Brother Utilities (Windows[®] 8)

If you are using a PC or 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,



(Brother Utilities) appears on both the

Start screen and the desktop.



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



Select your machine.



3 Choose the function you want to use.

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

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, you can 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®)

(Windows[®] XP/Windows Vista[®]/Windows[®] 7/ Windows Server[®] 2003/Windows Server[®] 2008/Windows Server[®] 2008 R2) To view the documentation, from



(Start), All Programs, select Brother,

MFC-XXXX (where XXXX is your model name) from the programs list, and then choose **User's Guides**.

(Windows® 8/Windows Server® 2012)



(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:



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** or **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**.



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.

(Macintosh)

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



- Double-click the User's Guides icon.
- Select your model and language if needed.
- Click User's Guides. If the country screen appears, choose your country.
- 5 After the list of User's Guides appears, choose the Guide you want to read.

How to find Scanning instructions

There are several ways you can scan documents. You can find the instructions as follows:

Software and Network User's Guide

- Scan
- ControlCenter

Nuance™ PaperPort™ 12SE **How-to-Guides** (Windows®)

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

Presto! PageManager User's Guide (Macintosh)

NOTE

Presto! PageManager must be downloaded and installed before use. For more information, see Accessing Brother Support (Macintosh) on page 5.

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

How to find Network setup instructions

Your machine can be connected to a wireless network.

- Basic setup instructions (See Quick Setup Guide.)
- The wireless access point or router supports Wi-Fi Protected Setup™ or AOSS™
 - (See Quick Setup Guide.)
- More information about network setup (See Software and Network User's Guide.)

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) 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.**
- For the latest news and product support information (http://solutions.brother.com/), click **Brother Solutions Center.**
- To visit our website for original 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 have finished, click Exit.

Accessing Brother Support (Macintosh)

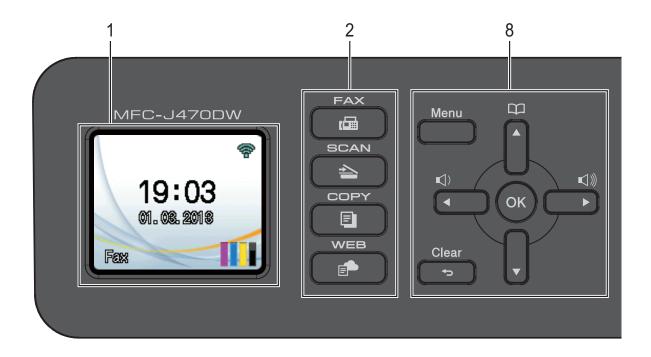
You can find all the contacts you will need, such as web support (Brother Solutions Center) on the CD-ROM.

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



- To download and install Presto! PageManager, click Presto! PageManager.
- To access the Brother Web Connect page, click **Brother Web Connect**.
- To register your machine from the Brother Product Registration Page (<u>http://www.brother.com/registration/</u>), 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 original Brother Supplies (http://www.brother.com/original/), click Supplies Information.

Control panel overview



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 the Fax mode.
- SCAN

Lets you access the Scan mode.

- Lets you access the Copy mode.
- Lets you connect the Brother machine to an Internet service.

For more information, see Web Connect Guide.

3 Telephone keys:

■ Redial/Pause

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

■ Tel/R

This key is used to have a telephone conversation after picking up the external handset during the F/T Ring (fast double-ring).

Also, when connected to a PBX, you can use this key to gain access to an outside line or to transfer a call to another extension.

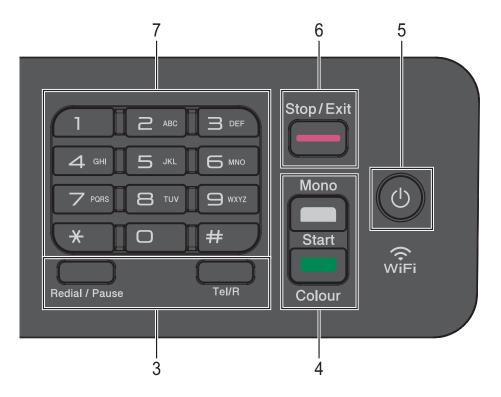
4 Start keys:

■ Mono Start

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

■ Colour Start

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



5 Dower 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 off.

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

If you turn off the machine using (b), it will still periodically clean the print head to maintain print quality. To prolong the life of the print head, 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:

 $\blacksquare \hspace{0.1cm} \blacksquare \hspace{0.1cm} \bigcirc \hspace{0.1cm}) \hspace{0.1cm} \blacktriangleleft \hspace{0.1cm} \blacktriangleright \hspace{0.1cm} \bigcirc \hspace{0.1cm}) \hspace{0.1cm} \rangle$

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

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

■ < or >

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

■ A or V

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

■ Menu

Access the main menu.

■ Clear

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

■ OK

Lets you choose a setting.

LCD screen indications

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)

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 colour 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

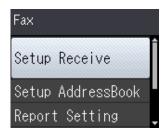
The following steps show how to change a setting in the machine. In this example, the Receive Mode setting is changed from Fax Only to Fax/Tel.

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



Press OK.

3 Press ▲ or ▼ to choose Setup Receive.



Press OK.

4 Press A or ▼ to choose Receive Mode.



Press OK.

5 Press **\(\)** or **\(\)** to choose Fax/Tel.



Press **OK**.

You can see the current setting on the LCD:



NOTE

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

6 Press Stop/Exit.

Volume Settings

Ring Volume

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

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

Setting the Ring Volume

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

Beeper Volume

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

You can choose from a range of sound volume levels.

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

Speaker Volume

You can choose from a range of speaker volume levels.

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

LCD display

Setting the backlight brightness

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

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

2

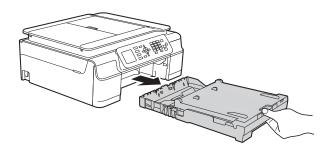
Loading paper

Loading paper and other print media

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

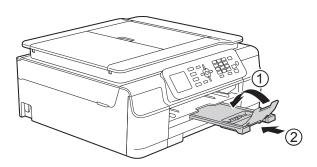
(For more information about paper size, weight and thickness, see *Choosing the right print media* on page 20.)

1 Pull the paper tray completely out of the machine.



NOTE

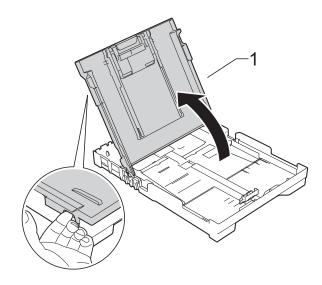
• If the paper support flap (1) is open, close it, and then close the paper support (2).



 When you load a different paper size in the tray, you will need to change the Paper Size setting in the menu of the machine at the same time.

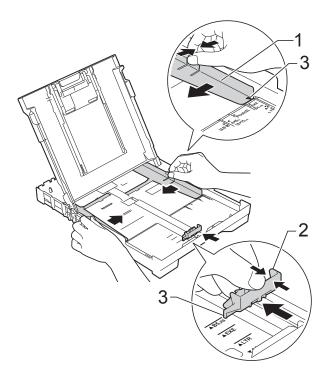
(See Paper Size on page 17.)

2 Lift the output paper tray cover (1).

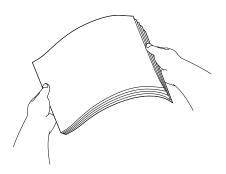


Gently press and slide the paper width guides (1) and then the paper length guide (2) to fit the paper size.

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.



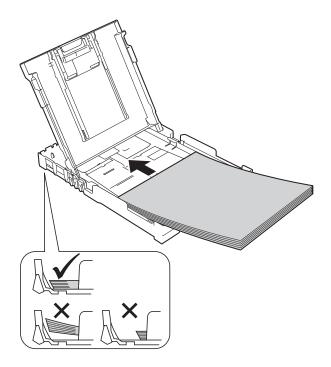
4 Fan the stack of paper well to avoid paper jams and misfeeds.



NOTE

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

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.



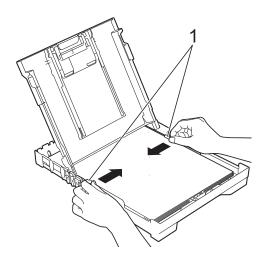
IMPORTANT

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

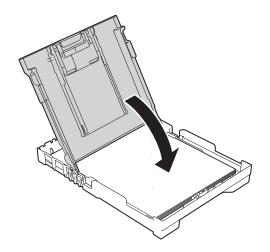
NOTE

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.

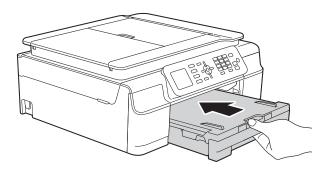
6 Gently adjust the paper width guides (1) to fit the paper.
Make sure the paper width guides lightly touch the sides of the paper.



7 Close the output paper tray cover.



8 Slowly push the paper tray completely into the machine.



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).



Loading envelopes

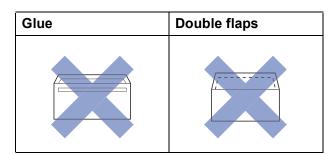
About envelopes

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



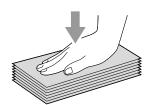
Occasionally you may experience paper feed problems caused by the thickness, size and flap shape of the envelopes you are using.

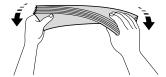
Loading envelopes

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

IMPORTANT

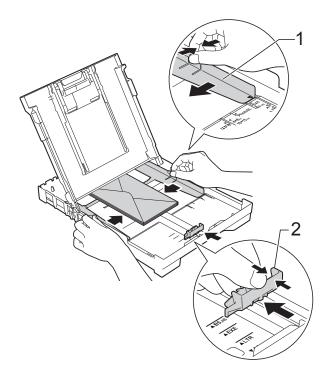
If envelopes are "double-feeding", put one envelope in the paper tray at a time.





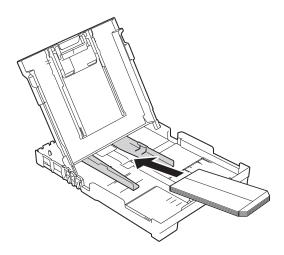


Put envelopes in the paper tray with the address side down. If the envelope flaps are on the long edge, load the envelopes in the tray with the flap on the left, as shown in the illustration. Gently press and slide the paper width guides (1) and paper length guide (2) to fit the size of the envelopes.



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.



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.

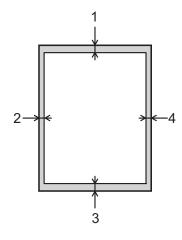
(See Software and Network User's Guide.)

Unprintable area

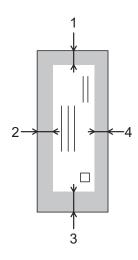
The printable area depends on the settings in the application you are using. The figures show the unprintable areas on cut-sheet paper and envelopes. The machine can print in the shaded areas of cut-sheet paper when the Borderless print feature is available and turned on.

(See Software and Network User's Guide.)

Cut-Sheet Paper



Envelopes



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

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.
- Press ▲ or ▼ to choose
 General Setup.
 Press OK.
- 3 Press A or ▼ to choose Paper Type. Press OK.
- 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: A4, A5, Photo (10×15 cm) and Letter. You can use the following sizes of paper for printing faxes: A4 and Letter. When you change the size of paper you load in the machine, you will need to change the Paper Size setting at the same time so your machine can fit an incoming fax on the page.

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

Acceptable paper and other print media

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

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

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

We recommend testing various paper types before buying large quantities.

For best results, use Brother paper.

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

(See *Paper Type* on page 17.)

- 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 listed in the table.

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

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

Brother paper

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

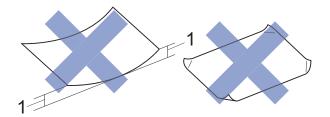
Handling and using print media

- Store paper in its original packaging and keep it sealed. Keep the paper flat and away from moisture, direct sunlight and heat.
- Avoid touching the shiny (coated) side of the photo paper. Load photo paper with the shiny side facing down.
- 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 paper



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

Paper capacity of the output paper tray cover

Up to 50 sheets of 80 g/m² A4 paper.

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

Choosing the right print media

Paper type and size for each operation

Paper Type	Paper Size		Usage		
			Fax	Сору	Printer
Cut-Sheet	A4	210 × 297 mm (8.3 × 11.7 in.)	Yes	Yes	Yes
	Letter	$215.9 \times 279.4 \text{ mm} (8 \ 1/2 \times 11 \text{ in.})$	Yes	Yes	Yes
	Executive	184 × 267 mm (7 1/4 × 10 1/2 in.)	_	_	Yes
	A5	148 \times 210 mm (5.8 \times 8.3 in.)	_	Yes	Yes
	A6	105×148 mm (4.1 \times 5.8 in.)	_	_	Yes
Cards	Photo	10 × 15 cm (4 × 6 in.)	_	Yes	Yes
	Photo 2L	13×18 cm (5 × 7 in.)	_	_	Yes
	Index Card	127 \times 203 mm (5 \times 8 in.)	_	_	Yes
Envelopes	C5 Envelope	162 × 229 mm (6.4 × 9 in.)	_	_	Yes
	DL Envelope	110 \times 220 mm (4.3 \times 8.7 in.)	_	_	Yes
	Com-10	105 \times 241 mm (4 1/8 \times 9 1/2 in.)	_	_	Yes
	Monarch	98×191 mm (3 7/8 \times 7 1/2 in.)	_	_	Yes
Transparencies	A4	210 × 297 mm (8.3 × 11.7 in.)	_	Yes	Yes
	Letter	$215.9 \times 279.4 \text{ mm} (8 \ 1/2 \times 11 \text{ in.})$	_	Yes	Yes
	A5	148×210 mm (5.8 \times 8.3 in.)	_	Yes	Yes

Paper weight, thickness and capacity

Paper Type		Weight	Thickness	No. of sheets
Cut Sheet	Plain Paper	64 to 120 g/m ²	0.08 to 0.15 mm	100 ¹
	Inkjet Paper	64 to 200 g/m ²	0.08 to 0.25 mm	20
	Glossy Paper	Up to 220 g/m ²	Up to 0.25 mm	20 ²
Cards	Photo Card	Up to 220 g/m ²	Up to 0.25 mm	20 ²
	Index Card	Up to 120 g/m ²	Up to 0.15 mm	30
Envelopes	•	80 to 95 g/m ²	Up to 0.52 mm	10
Transparen	cies	-	_	10

¹ Up to 100 sheets of 80 g/m² paper.

 $^{^2\,\,}$ BP71 (260 g/m²) paper is especially designed for Brother inkjet machines.

3

Loading documents

How to load documents

You can send a fax, make copies, or 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 edges of the pages before placing them in the ADF.

Document Sizes and Weights

Length: 148 to 355.6 mm

Width: 148 to 215.9 mm

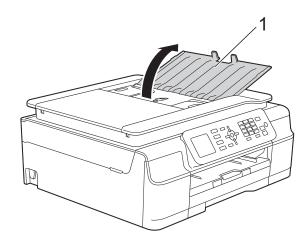
Weight: 64 to 90 g/m²

How to load documents

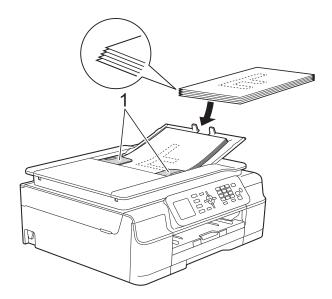
IMPORTANT

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

Make sure documents written with ink or modified with 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 documents.



4 Place your documents face down, top edge first in the ADF underneath the guides until you feel them touch the feed rollers.

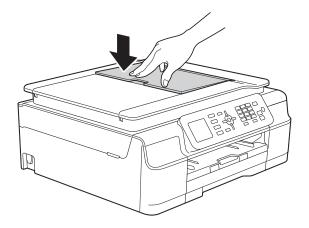
The screen will display ADF Ready.

IMPORTANT

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

Chapter 3

5 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 single pages or pages of a book.

Document Sizes Supported

Length: Up to 297 mm

Width: Up to 215.9 mm

Weight: Up to 2 kg

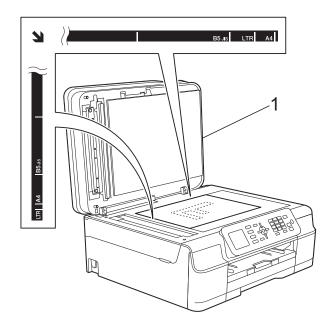
How to load documents

NOTE

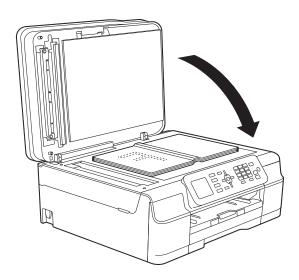
To use the scanner glass, the ADF must be empty.

Lift the document cover.

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



1 document cover



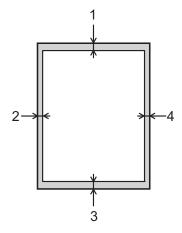
3 Close the document cover.

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.



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

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

Sending a fax

How to send a fax

The following steps show how to send a fax.

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

Faxing from the ADF

The machine starts scanning the document to be sent.

Faxing from the scanner glass

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

The machine starts sending the document.

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

Press OK.

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

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

Stop faxing

To stop faxing, press Stop/Exit.

Setting scanner glass size for faxing

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

- 1 Load your document.
- 2 Press 📠 (FAX).
- 3 Press A or ▼ to choose
 Advanced Settings.
 Press OK.
- 4 Press ▲ or ▼ to choose
 Glass ScanSize.
 Press OK.
- 5 Press ▲ or ▼ to choose A4 or Letter. Press OK, and then press Clear.
- 6 Enter the fax number.
- 7 Press Mono Start or Colour 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 a new default.)
- This setting is only available for sending documents from the scanner glass.

Colour fax transmission

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

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

Cancelling a fax in progress

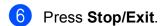
If you want to cancel a fax while the machine is scanning, dialling or sending, press **Stop/Exit**.

Transmission Verification Report

You can use the Transmission Verification Report as proof that you sent a fax. This report lists the sender's name or fax number, the time and date of 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. Off is the default setting.
- Off+Image: Prints a report if your fax is unsuccessful due to a transmission error. A portion of the fax's first page appears on the report.
- 1 Press Menu.
- Press ▲ or ▼ to choose Fax.
 Press OK.
- 3 Press A or ▼ to choose
 Report Setting.
 Press OK.
- 4 Press ▲ or ▼ to choose XMIT Report.
 Press OK.
- Press A or V to choose On, On+Image, Off or Off+Image. Press OK.



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 colour 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, "ERROR" will appear next to "RESULT".

5

Receiving a fax

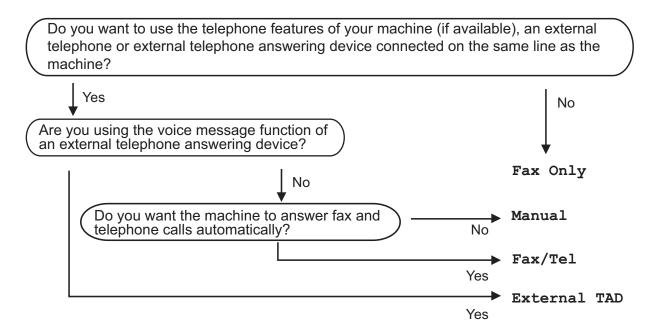
Receive Modes

You must choose a Receive Mode depending on the external devices and telephone services you have on your line.

Choose the Receive Mode

By default, your machine will automatically receive any faxes that are sent to it. The diagram below will help you choose the correct receive mode.

For more detailed information on the Receive Modes, see Using Receive Modes on page 29.



To set the Receive Mode follow the instructions:

- 1 Press Menu.
- Press ▲ or ▼ to choose Fax. Press OK.
- 3 Press A or ▼ to choose Setup Receive. Press OK.
- Press ▲ or ▼ to choose Receive Mode. Press OK.

NOTE

If the option to change the receive mode is unavailable, make sure the BT Call Sign feature is set to Off. (See Advanced User's Guide: *To enable the machine to work with BT Call Sign (with your external telephone only)*.)

- 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 recognising whether they are fax or voice calls and dealing with 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 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 BT Call Sign feature.

To receive a fax in Manual mode, lift the handset of an external telephone. When you hear fax tones (short repeating beeps), press Mono Start or Colour Start, and then press 2 to choose Receive. You can also use the Fax Detect feature to receive faxes by lifting a handset on the same line as the machine.

(See Fax Detect on page 31.)

External TAD

External TAD mode lets an external answering device manage your incoming calls. Incoming calls will be dealt with 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 35.

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, choose the maximum number of rings.

(See Operation from external and extension telephones on page 37 and Fax Detect on page 31.)

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

Press OK.

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

6 Press Stop/Exit.

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

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

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

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

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

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

NOTE

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

Fax Detect

If Fax Detect is On:

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

If Fax Detect is Off:

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

If you answered at an extension or external telephone, press * **5 1**. (See *Operation from external and extension telephones* on page 37.)

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 handset, press the remote activation code * 5 1.
- If you send faxes from a computer on the same telephone line and the machine intercepts them, set Fax Detect to Off.
- 1 Press Menu.
- Press ▲ or ▼ to choose Fax. Press OK.
- 3 Press A or V to choose Setup Receive. Press OK.
- Press ▲ or ▼ to choose Fax Detect. Press OK.
- 5 Press ▲ or ▼ to choose on (or off). Press OK.
- 6 Press Stop/Exit.

Telephone and external devices

Voice operations

Fax/Tel mode

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

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

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

Caller ID (U.K. and Ireland only)

The Caller ID feature lets you use the Caller ID subscriber service offered by many local telephone companies. Call your telephone company for details. This service shows the telephone number, or name if it is available, of your caller as the line rings.

After a few rings, the LCD shows the telephone number of your caller (and name, if available). Once you answer a call, the Caller ID information disappears from the LCD, but the call information stays stored in the Caller ID memory.

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

- The ID Unknown message means the call originated outside your Caller ID service area.
- The ID Withheld message means the caller has intentionally blocked the transmission of their information.

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

NOTE

The Caller ID service varies with different carriers. Call your local telephone company to find out about the kind of service available in your area.

Setting the Caller ID to On

If you have Caller ID on your line, then this function should be set to On to display the caller's telephone number on the LCD as the telephone rings.

- 1 Press Menu.
- Press ▲ or ▼ to choose Fax. Press OK.
- Press ▲ or ▼ to choose
 Miscellaneous.
 Press OK.
- Press A or ▼ to choose Caller ID. Press OK.
- 5 Press ▲ or ▼ to choose on (or off). Press OK.
- 6 Press Stop/Exit.

Telephone services

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

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

NOTE

Caller ID is available for U.K. and Ireland only.

Setting the Telephone Line Type

If you are connecting the machine to a line that features PBX or ISDN to send and receive faxes, it is also necessary to change the Telephone Line Type accordingly by completing the following steps.

- 1 Press Menu.
- Press A or ▼ to choose
 Initial Setup.
 Press OK.
- 3 Press A or ▼ to choose
 Phone Line Set.
 Press OK.
- Press ▲ or ▼ to choose Normal, PBX or ISDN.
 Press OK.
- 5 Press Stop/Exit.

PBX and TRANSFER

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

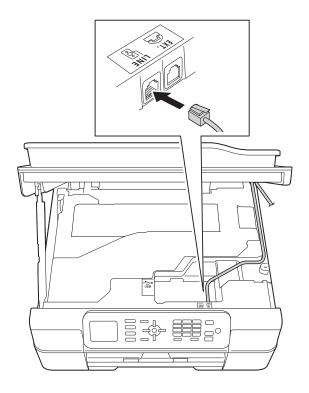
NOTE

You can program a press of the **Tel/R** key as part of a number stored in a Speed Dial location. When programming the Speed Dial number, press **Tel/R** first (the LCD shows '!'), then enter the telephone number. If you do this, you do not need to press **Tel/R** each time before you dial using a Speed Dial location. (See *Storing numbers* on page 43.) However, if your Telephone Line Type is not set to PBX on the machine, you cannot use the Speed Dial location that the **Tel/R** is programmed into.

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 socket labelled **LINE** on your machine. The other end of the telephone cord may be connected to a modem, phone adapter, splitter, or other such device.



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

After you have connected your machine to the VoIP system, check for a dial tone. Lift the external telephone's handset and listen for a dial tone. If there is no dial tone, contact 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 92).

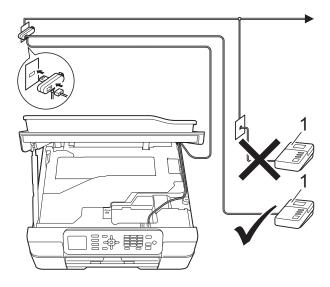
Connecting an external TAD (telephone answering device)

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 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.



1 TAD

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

IMPORTANT

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

Connection settings

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

- 1 Place both hands under the plastic tabs on both sides of the machine to lift the scanner cover into the open position.
- Carefully guide the telephone line cord into the cable channel and out the back of the machine.
- 3 Lift the scanner cover to release the lock. Gently push the scanner cover support down and close the scanner cover using both hands.
- 4 Set your external TAD to one or two rings. (The machine's Ring Delay setting does not apply.)
- 5 Record the outgoing message on your external TAD.
- 6 Set the TAD to answer calls.
- 7 Set the Receive Mode to
 External TAD. (See Choose the
 Receive Mode on page 27.)

Recording an outgoing message (OGM) on an external TAD

Timing is important in recording this message.

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

NOTE

We recommend beginning your OGM with an initial 5 second silence because the machine may not hear the fax tones over a 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.

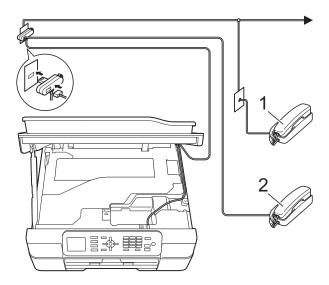
NOTE

Make sure the Telephone Line Type is set to PBX. (See *Setting the Telephone Line Type* on page 33.)

External and extension telephones

Connecting an external or extension telephone

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



- 1 Extension telephone
- 2 External telephone

NOTE

Please make sure you use an external telephone with a cable no more than 3 metres long.

Operation from external and extension telephones

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

If the machine answers a voice call and fast double-rings for you to take over, use the Remote Deactivation Code # 5 1 to take the call at an extension telephone. (See *F/T Ring Time (Fax/Tel mode only)* on page 30.)

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

Assume you are receiving a manual fax.

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

NOTE

You can also use the Fax Detect feature to make your machine automatically take the call. (See *Fax Detect* on page 31.)

Using extension telephones (U.K. only)

Your premises may already be wired with parallel extension telephones, or you may plan to add extension telephones to your line, as well as your machine. While the simplest arrangement is a straightforward parallel connection, there are some problems with this. The most obvious is inadvertent interruption of a facsimile transmission caused by someone picking up an extension telephone to make an outgoing call. Also, the remote activation code feature may not operate reliably in such a simple configuration.

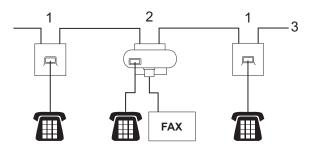
This machine may also be set to make a delayed transmission (i.e. a transmission at a pre-set time). This pre-set job may coincide with someone picking up an extension handset.

These problems can easily be eliminated, if you arrange modification of your extension wiring circuit, such that extension devices are connected "downstream" of your machine in a master/slave configuration (see fig. 2). In this configuration the machine can always detect whether a telephone is in use. Thus it will not attempt to seize the line during that time. This is known as "telephone off-hook detection."

The inadvisable configuration is shown in figure 1, and the recommended master/slave configuration is shown in figure 2.

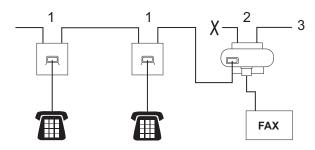
This new connection configuration can be arranged by contacting BT, Kingston upon Hull Telecommunications, your PBX maintainer or a qualified telephone installation company as appropriate. Simply explained, the extension telephone circuit should be terminated on a normal modular plug (BT 431A style), which in turn should be plugged into the modular socket of the white "T"-shaped connector provided as part of the line cord assembly.

Inadvisable connection of extension sockets (Fig. 1.)



- 1 Extension socket
- 2 Master socket
- 3 Incoming line

Recommended connection of extension sockets (Fig. 2.)



- 1 Extension socket
- 2 Master socket
- 3 Incoming line

The fax machine must be plugged into the master socket.

NOTE

These telephones are now connected as external devices (See Connecting an external or extension telephone on page 37.), because they are connected to the fax machine via the T-connector.

Using remote codes

Remote Activation Code

If you answer a fax call on an extension or external telephone, you can tell your machine to receive it by dialling the Remote Activation Code * **5 1**. Wait for the chirping sounds and then replace the handset. (See *Fax Detect* on page 31.)

If you answer a fax call at the external telephone, you can make the machine receive the fax by pressing **Mono Start** or **Colour Start** and **2** to choose Receive.

Remote Deactivation Code

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

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

Changing the remote codes

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

- 1 Press Menu.
- Press ▲ or ▼ to choose Fax. Press OK.
- 3 Press ▲ or ▼ to choose
 Setup Receive.
 Press OK.
- Press ▲ or ▼ to choose Remote Codes. Press OK.

- 5 Press ▲ or ▼ to choose on (or off). Press OK.
- 6 Enter the new Remote Activation Code. Press **OK**.
- 7 Enter the new Remote Deactivation Code.
 Press **OK**.
- 8 Press Stop/Exit.

NOTE

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

7

Dialling and storing numbers

How to dial

Manual dialling

- 1 Load your document.
- 2 Press (FAX).
- Press all of the digits of the fax number.



4 Press Mono Start or Colour Start.

Speed Dialling

- 1 Load your document.
- Press (Address Book).

 You can also choose Address Book
 by pressing (FAX).
- 3 Press ▲ or ▼ to choose Search.
 Press OK.
- 4 Do one of the following:
 - Press A or V to choose
 Alphabetical Order or
 Numerical Order.
 Press OK.
 - Press the 2-digit Speed Dial number using the dial pad. (See Storing Speed Dial numbers on page 43.)

NOTE

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

- Press ▲ or ▼ to choose the number you want to dial.

 Press OK.
- 6 Press **OK to choose** Send a fax.
- Press Mono Start or Colour 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 up to three times at five minute intervals.

Redial only works if you dialled 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 A or V to choose Send a fax. Press OK.
- 5 Press Mono Start or Colour Start.

NOTE

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

Additional Dialling Operations

Outgoing Call history

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

- 1 Press Redial/Pause.
 You can also choose Outgoing Call
 by pressing (FAX).
- Press ▲ or ▼ to choose the number you want.

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

Press OK.

Press Mono Start or Colour Start.

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

Press OK.

(See Advanced User's Guide: Storing Speed Dial numbers from the Outgoing Call history.)

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

Press OK.

Press 1 to confirm.

Press Stop/Exit.

Caller ID history

This feature requires the Caller ID subscriber service offered by many local telephone companies. (See *Caller ID (U.K. and Ireland only)* on page 32.)

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

NOTE

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

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

- 3 Do one of the following:
 - To send a fax, press ▲ or ▼ to choose Send a fax.

Press OK.

Press Mono Start or Colour Start.

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

Press OK.

(See Advanced User's Guide: Storing Speed Dial numbers from the Caller ID history.)

■ If you want to delete the number from the Caller ID history list, press A or ▼ to choose Delete.

Press OK.

Press 1 to confirm.

4 Press Stop/Exit.

NOTE

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

Storing numbers

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

(See Advanced User's Guide: Setting up Groups for Broadcasting and Broadcasting (Monochrome 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 dialling overseas, you can press **Redial/Pause** as many times as needed to increase the length of the pause.

Storing Speed Dial numbers

You can store up to 40 Speed Dial numbers. Each Speed Dial number is stored in a 2-digit location. When you dial, you will only have to press a few keys (for example:

(Address Book), Search, **OK**, the two-digit number, and **Mono Start** or **Colour Start**).

- Press (Address Book).
 You can also choose Address Book
 by pressing (FAX).
- Press A or ▼ to choose
 Set Speed Dial.
 Press OK.
- Press ▲ or ▼ to choose the 2-digit Speed Dial location where you want to store the number in.

 Press OK.

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

Press OK.

(For help entering letters, see *Entering Text* on page 115.)

■ To store the number without a name, press **OK**.

NOTE

Be sure to include the area code when entering a fax or telephone number. Depending on the country, the Caller ID names and history may not be displayed correctly if the area code is not registered with the fax or telephone number.

- 5 Enter the fax or telephone number (up to 20 digits).
 Press **OK**.
- 6 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).

 You can also choose Address Book
 by pressing (FAX).
- Press A or ▼ to choose
 Set Speed Dial.
 Press OK.
- Press ▲ or ▼ to choose the 2-digit Speed Dial number you want to change. Press **OK**.
- 4 Do one of the following:
 - Press A or ▼ to choose Change.
 Press OK.
 - Press A or V 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 115.)

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

8

Making copies

How to copy

The following steps show the basic copy operation.

- 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 (COPY).
 - The LCD shows:



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)*.)

- If you want more than one copy, enter the number (up to 99).
- 4 Press Mono Start or Colour 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 46.

- 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 a special type of 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.
- Fress A 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 **Mono Start** or **Colour Start**.

Paper Size

If you are copying on paper other than A4 size, you will need to change the Paper Size setting. You can copy only on A4, A5, Photo $(10 \times 15 \text{ cm})$ or Letter paper.

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

9

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.)

- 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.
- Choose the settings you want to change in the Properties dialog box. Commonly used settings include:
 - Media Type
 - Print Quality
 - Paper Size
 - Orientation
 - Colour / Greyscale
 - **Ink Save Mode**
 - Scaling
 - 2-sided / Booklet
- 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. (See Software and Network User's Guide.)

10

Scanning a document as a PDF file using ControlCenter4 (Windows®)

(For detailed information, see Software and Network User's Guide.)

NOTE

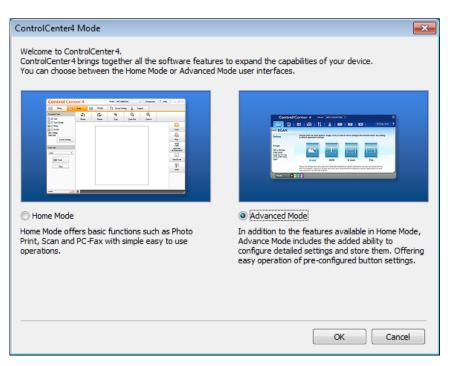
- · The screens on your PC may vary depending on your model.
- · This section is based on using the Advanced Mode of ControlCenter4.

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.

- 1 Load your document. (See How to load documents on page 21.)
- (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.
- If the ControlCenter4 Mode screen appears, choose the Advanced Mode, and then click OK.

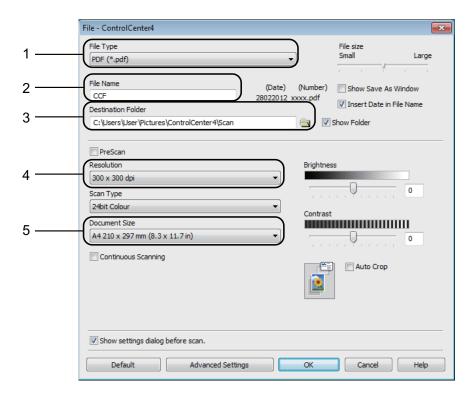


4 Make sure the machine you want to use is selected from the **Model** drop-down list.

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.

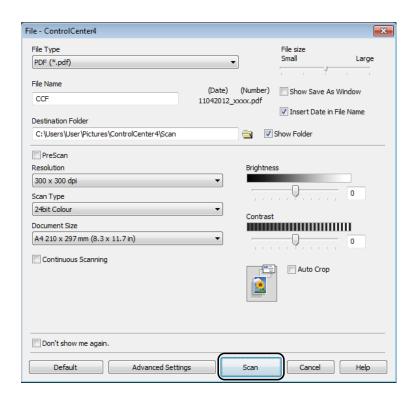


- 1 Choose PDF (*.pdf) from the File Type drop-down list.
- 2 You can enter the file name you want to use for the document.
- 3 You can save the file to the default folder, or choose your preferred folder by clicking the (**Browse**) button.
- 4 You can choose a scanning resolution from the **Resolution**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

7 Click File.



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



How to change the machine's SCAN mode settings for PDF scanning

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

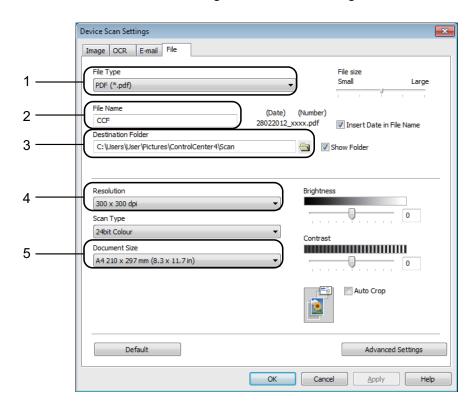
- (Windows® XP, Windows Vista® and Windows® 7)

 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.
- Click Device Scan Settings.



5 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.
- 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.
- 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 3.
 - If you want to change the default settings, go to step **⑤**.
- 5 Press A or V 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 required. Press OK.
- 8 Press Mono Start or Colour 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

Windows[®] users only. (Windows Vista[®] SP2 or later, Windows[®] 7 and Windows[®] 8) (See Software and Network User's Guide.)

A

Routine maintenance

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.

A CAUTION

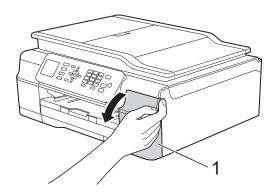
If ink gets in your eyes, wash it out with water at once and call a doctor if you are concerned.

IMPORTANT

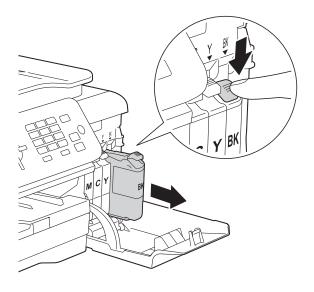
Brother multifunction machines are designed to work with ink of a particular specification and will work to a level of optimum performance and reliability when used with Brother Original ink cartridges. Brother cannot guarantee this optimum performance and reliability if ink or ink cartridges of other specifications are used. Brother does not therefore recommend the use of cartridges other than Brother Original cartridges or the refilling of used cartridges with ink from other sources. Damage to the product caused by the use of consumables manufactured by third parties may not be covered by the product warranty. Please refer to the terms of the product warranty.

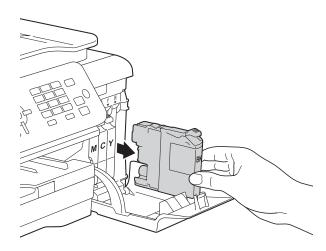
1 Open the ink cartridge cover (1).

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.



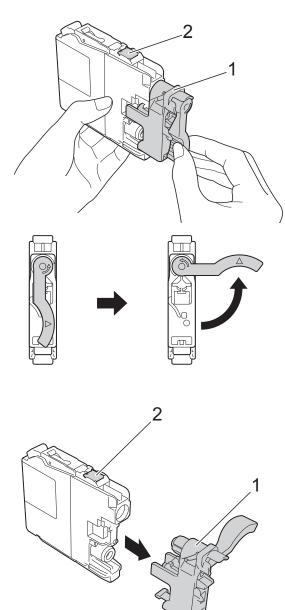
Press the lock release lever as shown to release the cartridge indicated on the LCD. Remove the cartridge from the machine.





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

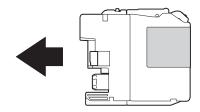
4 Turn the green release lever on the orange protective packing (1) counterclockwise until it releases the vacuum seal. Then remove the orange protective packing as shown.



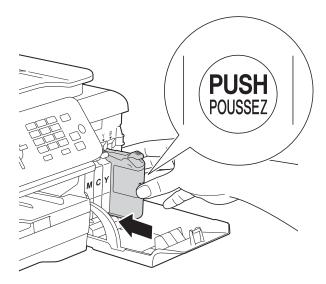
IMPORTANT

DO NOT touch the cartridge in the area indicated (2); this can prevent the machine from detecting the cartridge.

Each colour 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 the cartridge lever lifts, 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 colour. 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 a brand new Brother Original cartridge and that it is installed correctly. Remove the ink cartridge and reinstall it slowly and firmly until the cartridge lever lifts.

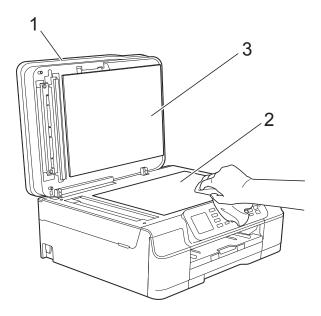
IMPORTANT

- 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 colours by installing an ink cartridge in the wrong position, the LCD shows Wrong Ink Colour. Check which ink cartridges are not matched by colour 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.

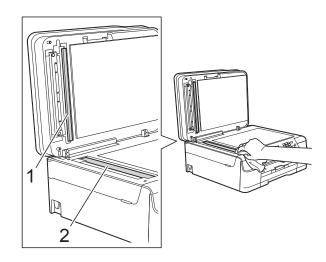
Cleaning and checking the machine

Cleaning the scanner glass

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



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



NOTE

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



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



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

A

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 colours 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.
- Press ▲ or ▼ to choose Ink. Press OK.
- 3 Press ▲ or ▼ to choose Cleaning. Press OK.
- 4 Press A or ▼ to choose Black, Colour or All.

Press **OK**.

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

NOTE

- If you clean the print head at least five times and the print has not improved, try installing a new Brother Original Innobella™ ink cartridge for each problem colour. Try cleaning the print head again up to five more times. If the print has not improved contact Brother customer service or your local Brother dealer.
- You can also clean the print head from your PC.

(See Software and Network User's Guide.)

Checking the print quality

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

- 1 Press Menu.
- Press ▲ or ▼ to choose Ink. Press OK.
- 3 Press A or ▼ to choose Test Print. Press OK.
- 4 Press ▲ or ▼ to choose
 Print Quality.
 Press OK.
- 5 Press Colour Start.
 The machine begins printing the Print Quality Check Sheet.
- 6 Check the quality of the four colour 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 1.
- If you can see missing short lines as shown below, press 2 to choose No.

OK

Poor





- 8 The LCD asks you if the print quality is OK for black and then the three colours. Press 1 (Yes) or 2 (No).
- 9 The LCD asks you if you want to start cleaning.

Press 1 (Yes).

The machine starts cleaning the print head.

- 10 After the cleaning procedure is finished, press **Colour Start**.

 The machine prints the Print Quality Check Sheet again. Return to step **6**.
- Press Stop/Exit.

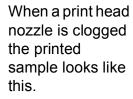
If you clean the print head at least five times and the print has not improved, try installing a new Brother Original replacement ink cartridge for each problem colour. Try cleaning the print head again up to five more times. If the print has not improved, contact Brother customer service or your local Brother dealer.

IMPORTANT

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

NOTE







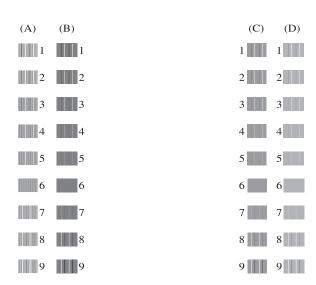
After the print head nozzle is cleaned, the horizontal lines are gone.

Checking the print alignment

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

- 1 Press Menu.
- Press ▲ or ▼ to choose Ink.
 Press OK.
- 3 Press A or ▼ to choose Test Print. Press OK.
- 4 Press ▲ or ▼ to choose Alignment. Press OK.

5 Press Mono Start or Colour 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

ABC ABC A B C A B C

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

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

Setting the date and time

The LCD shows the date and time. If it is not current, follow these instructions to re-enter it.

You can add the date and time to each fax you send by setting your Station ID.

- 1 Press Menu.
- Press ▲ or ▼ to choose
 Initial Setup.
 Press OK.
- 3 Press A or ▼ to choose Date & Time. Press OK.
- 4 Press A or V 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 Enter the time (in 24-hour format) using the dial pad, and then press **OK**. (For example, enter 19:45 for 7:45 PM.)
- 9 Press Stop/Exit.

B

Troubleshooting

If you think there is a problem with your machine, check each of the items below first 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.

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

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 64.)

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 81
- Print Quality Difficulties on page 83
- Paper Handling Difficulties on page 84
- Printing Received Faxes on page 86

Telephone and Fax problems:

- Telephone Line or Connections on page 86
- Handling Incoming Calls on page 89
- Receiving Faxes on page 87
- Sending Faxes on page 88

Copying problems:

■ Copying Difficulties on page 89

В

Scanning problems:

■ Scanning Difficulties on page 90

Software and Network problems:

- Software Difficulties on page 90
- Network Difficulties on page 90

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

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

Error Message	Cause	Action
Absorber NearFull	The ink absorber box or flushing box is nearly full.	Contact Brother customer service or your local Brother dealer.
B&W Print Only	One or more of the colour ink cartridges have reached the end of their life.	Replace the ink cartridges. (See Replacing the ink cartridges on page 55.) NOTE The machine will stop all print operations, you cannot use the machine until a new ink cartridge is installed in the following cases: • If you unplug the machine or take out the ink cartridge.
Replace Ink		
four weeks depending on the number of pages you print. While this message appears on the LCD, each operation works in the following way: Printing If you choose Greyscale in the Advanced tab of the printer driver, you can use the machine as a monochrome printer. 2-sided printing is not available when this message appears. Copying The machine will stor operations, you cann machine until a new installed in the following way: If you unplug the rout the ink cartrid. If the paper type is except Plain Palain Palai	monochrome 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:	
	 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 	
	If the paper type is set to Plain Paper you can make copies in monochrome.	Slow Drying Paper in the Print Settings of the printer
	1	
	■ Faxing	
	If the paper type is set to Plain Paper or Inkjet Paper, the machine will receive and print the faxes in monochrome.	
	If a sending machine has a colour fax, the machine's "handshake" will ask that the fax be sent as monochrome.	

Error Message	Cause	Action
BT Call Sign On (U.K. only)	BT Call Sign is set to ON. You cannot change the Receive Mode from Manual to another mode.	Set BT Call Sign to OFF. (See Advanced User's Guide: <i>BT Call Sign (U.K. only)</i> .)
Cannot Detect	You installed a new ink cartridge too quickly and the machine did not detect it.	Take out the new ink cartridge and re-install it slowly and firmly until the cartridge lever lifts. (See <i>Replacing</i>
	An ink cartridge is not installed correctly.	the ink cartridges on page 55.)
	If you are using non Brother Original ink, the machine may not detect the ink cartridge.	Replace the cartridge with a Brother Original ink cartridge. If the error message remains, contact Brother customer service or your local Brother dealer.
Cannot Detect Ink	If you are using non Brother Original ink, the machine may not detect the ink volume.	Replace the cartridge with a Brother Original ink cartridge. If the error message remains, contact Brother customer service or your local Brother dealer.
Cannot Print Replace Ink	One or more of the ink cartridges have reached the end of their life. The machine will stop all print operations. While memory is available, monochrome faxes will be stored in the memory. If a sending machine has a colour fax, the machine's "handshake" will ask that the fax be sent as monochrome.	Replace the ink cartridges. (See Replacing the ink cartridges on page 55.)
Comm.Error	Poor telephone line quality caused a communication error.	If the problem continues, call the telephone company and ask them to check your telephone line.
Cover is Open	The scanner cover is not locked in the closed position.	Lift the scanner cover, and then close it again.
		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.
	The ink cartridge cover is not locked in the closed position.	Firmly close the ink cartridge cover until it locks into place.
Data Remaining	Print data is left in the machine's memory.	Press Stop/Exit . The machine will cancel the job and clear it from the memory. Try to print again.

Error Message	Cause	Action
Disconnected	The other person or other person's fax machine stopped the call.	Try to send or receive again. If calls are stopped repeatedly and you are using a VoIP (Voice over IP) system, try changing the Compatibility to Basic (for VoIP). (See Telephone line interference / VoIP on page 92.)
Document Jam	The document was not inserted or fed correctly, or the document scanned from the ADF was too long.	(See <i>Using the ADF</i> on page 21.) (See <i>Document jam</i> on page 73.)
High Temperature	The room temperature is too high.	After lowering the room temperature, allow the machine to cool down to room temperature and then try again.
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. NOTE Repairs resulting from the use of non-Brother supplies may not be covered under the stated product warranty.	The ink absorber box or flushing box will need to be replaced. Contact Brother Customer Service or your local Brother Authorised Service Centre to have your machine serviced. Other reasons for cleaning are: 1 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 colour have been replaced 12 times.

Error Message	Cause	Action
Ink low	One or more of the ink cartridges are near the end of their life. If one of the colour ink cartridges is near the end of its life and someone is sending you a colour fax, your machine's "handshake" will ask that the fax be sent as monochrome. If the sending machine has the ability to convert it, the colour fax will be printed at your machine as a monochrome fax.	Order a new ink cartridge. You can continue printing until the LCD shows Cannot Print. (See Replacing the ink cartridges on page 55.)
Low Temperature	The room temperature is too low.	After increasing the room temperature, allow the machine to warm up to room temperature and then try again.
No Caller ID	There is no incoming call history. You did not receive calls or you have not subscribed to the Caller ID service from your telephone company.	If you want to use the Caller ID feature, call your telephone company. (See Caller ID (U.K. and Ireland only) on page 32.)
No Ink Cartridge	An ink cartridge is not installed correctly.	Take out the new ink cartridge and re-install it slowly and firmly until the cartridge lever lifts. (See Replacing the ink cartridges on page 55.)

Error Message	Cause	Action
No Paper Fed	The machine is out of paper or paper is not correctly loaded in the paper tray.	Do one of the following:
		Refill the paper in the paper tray, and then press Mono Start or Colour Start.
		Remove and reload the paper, then press Mono Start or Colour Start. (See Loading paper and other print media on page 11.)
	The paper tray was not fully inserted.	Remove the paper tray and re-install it until it locks into place, and then press Mono Start or Colour Start on the control panel.
	Paper dust has accumulated on the surface of the paper pick-up rollers.	Clean the paper pick-up rollers. (See Advanced User's Guide: Cleaning the paper pick-up rollers.)
	The Jam Clear Cover is not closed correctly.	Make sure the Jam Clear Cover is closed evenly at both ends. (See <i>Printer jam or paper jam</i> on page 75.)
	The paper is jammed in the machine.	Remove the jammed paper by following the steps in <i>Printer jam or paper jam</i> on page 75.
		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.)
No Response/Busy	The number you dialled has not answered or is busy.	Verify the number and try again.
Not Registered	You tried to access a Speed Dial number that has not been stored in the machine.	Set up the Speed Dial number. (See Storing Speed Dial numbers on page 43.)
Out of Fax Memory	The fax memory is full.	Do one of the following:
		 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.)
		Print the faxes that are in the memory. (See Advanced User's Guide: Printing a fax from the memory.)

Error Message	Cause	Action
Out of Memory	The machine's memory is full.	If a fax-sending or copy operation is in process:
		Press Stop/Exit and wait until the other operations that are in process finish, and then try again.
		■ Press Mono Start or Colour Start to choose Send Now to send the pages scanned so far.
		■ Press Mono Start or Colour Start to choose Partial Print to copy the pages scanned so far.
		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.)
		Print the faxes that are in the memory. (See Advanced User's Guide: Printing a fax from the memory.)
Paper Jam [Front]	The paper is jammed in the machine.	Remove the jammed paper by following the steps in <i>Printer jam or paper jam</i> on page 75.
		Make sure the paper length guide is set to the correct paper size.
		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 79.)
PaperJam Front, Rear	The paper is jammed in the machine.	Remove the jammed paper by following the steps in <i>Printer jam or paper jam</i> on page 75.
		Make sure the paper length guide is set to the correct paper size.
		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 79.)

Error Message	Cause	Action
Paper Jam [Rear]	The paper is jammed in the machine.	Remove the jammed paper by following the steps in <i>Printer jam or paper jam</i> on page 75.
		Make sure the paper length guide is set to the correct paper size.
		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 79.)
	Paper dust has accumulated on the surface of the paper pick-up rollers.	Clean the paper pick-up rollers. (See Advanced User's Guide: Cleaning the paper pick-up rollers.)
Unable to CleanXX	The machine has a mechanical	Open the scanner cover and remove
Unable to Init.XX	problem.	any foreign objects and paper scraps from inside the machine. If the error
Unable to PrintXX	—OR—	message continues, do the following.
Unable to ScanXX	A foreign object, such as a paper clip or a piece of ripped paper, is in the machine.	See Transferring your faxes or Fax Journal report on page 72 before disconnecting the machine so you will not lose any important messages. Then disconnect the machine from the power for several minutes and reconnect it.
Wrong Ink Colour	An ink cartridge has been installed in the wrong position.	Check which ink cartridges are not matched by colour to their ink cartridge positions and move them to their correct positions.

Error Message	Cause	Action
Wrong Paper Size	The Paper Size setting does not match the size of paper in the tray. Or, you did not set the paper guides in the tray to the indicators for the paper size you are using.	 Check that the paper size you choose matches the size of paper in the tray. (See Paper Size on page 17.) 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 11.)
		3 After you have checked the paper size and the paper position, press Mono Start or Colour 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.
		(See Software and Network User's Guide.)

Error animations

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 72 or *Transferring faxes to your PC* on page 72.)

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 73.)

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: *Enter personal information (Station ID)*.)

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

- 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: *Enter personal information (Station ID)*.)

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

 Data Transfer.

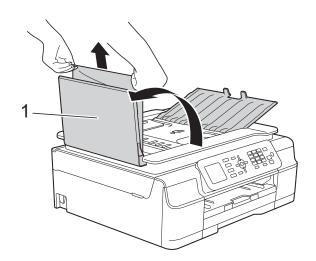
 Press OK.
- 5 Press A or ▼ to choose Report Trans. Press OK.
- 6 Enter the fax number to which the Fax Journal report will be forwarded.
- Press Mono Start.

Document jam

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

Document is jammed in the top of the ADF unit

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



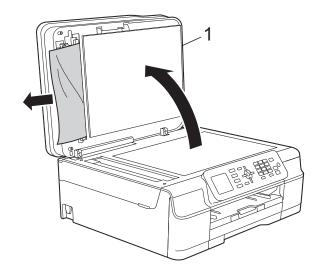
- 1 ADF cover
- Close the ADF cover.
- 5 Press Stop/Exit.

IMPORTANT

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

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.

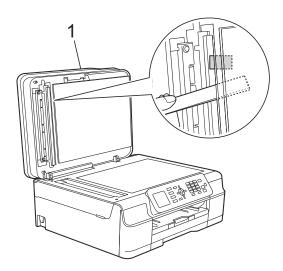


1 Document Cover

- 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.



1 Document Cover

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

Printer jam or paper jam

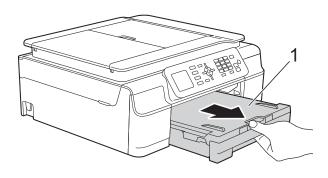
Locate and remove the jammed paper by following these steps.

1 Unplug the machine from the electrical socket.

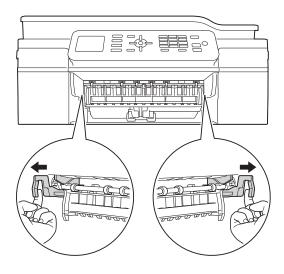
IMPORTANT

After 24 hours of a 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 72.)

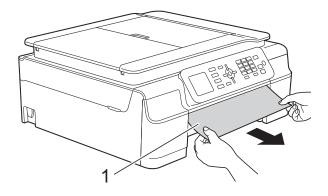
2 Pull the paper tray (1) completely out of the machine.



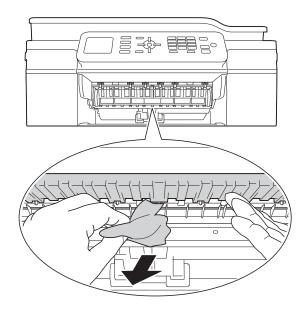
3 Pull the two green levers inside the machine towards you to remove the jammed paper.



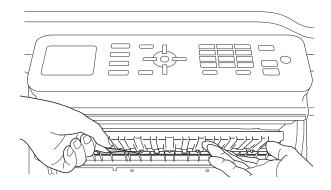
- If the LCD shows
 Paper Jam [Rear], go to step ⑦.
- 4 Pull out the jammed paper (1).



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



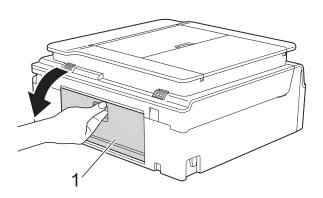
6 Make sure you look carefully inside the machine above and below the Jam Clear Flap for any pieces of paper.



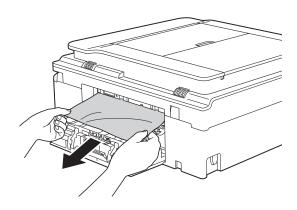
With the tray removed, do one of the following:

- If the LCD shows
 Paper Jam [Front], go to step 10.
- If the LCD shows
 PaperJam Front, Rear, go to step 7.

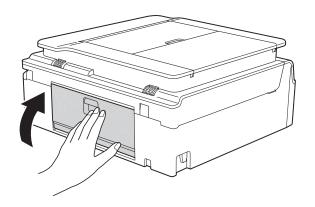
Open the Jam Clear Cover (1) at the back of the machine.



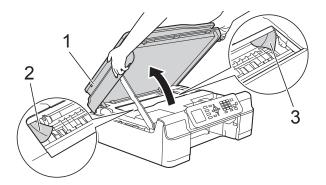
8 Pull the jammed paper out of the machine.



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

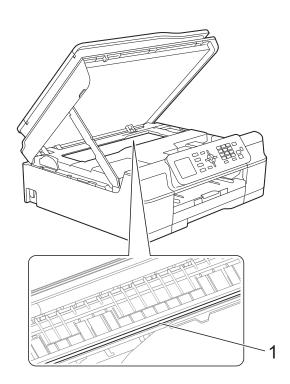


10 Place both hands under the plastic tabs on both sides of the machine to lift the scanner cover (1) into the open position. Move the print head (if necessary) to take out any paper remaining in this area. Make sure that jammed paper is not left in the corners of the machine (2) and (3).

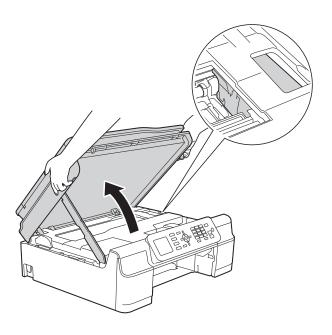


IMPORTANT

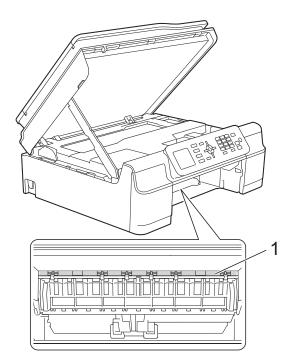
DO NOT touch the encoder strip (1).
 Doing this may cause damage to the machine.



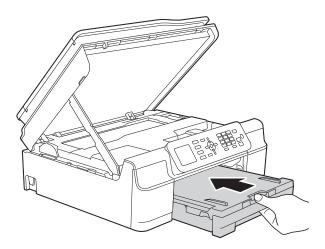
 If the paper is jammed under the print head, unplug the machine from the power source, and then move the print head to take out the paper. If the print head is in the right corner as shown in the illustration, you cannot move it. Re-connect the power cord. Hold down Stop/Exit until the print head moves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



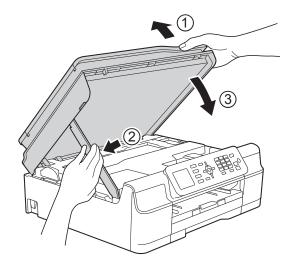
- If ink gets onto your skin, immediately wash with soap and plenty of water.
- Make sure you look carefully inside the machine (1) for any pieces of paper.



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.



A CAUTION

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

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.



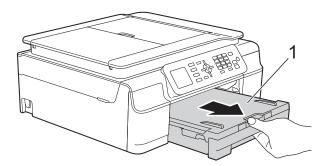
15 Re-connect the power cord.

NOTE

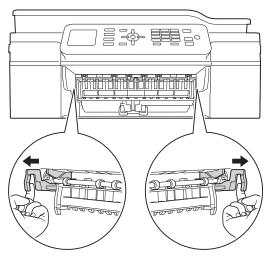
If there is a repeat paper jam, a small piece of paper may be stuck in the machine. (See Additional paper jam clear operations on page 79.)

Additional paper jam clear operations

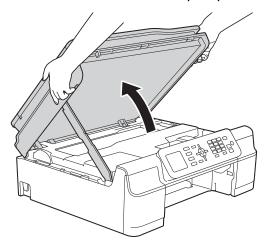
- 1 Unplug the machine from the electrical socket.
- Pull the paper tray (1) completely out of the machine.



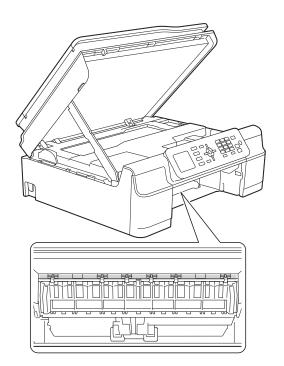
3 Pull the two green levers inside the machine towards you to remove the jammed paper.

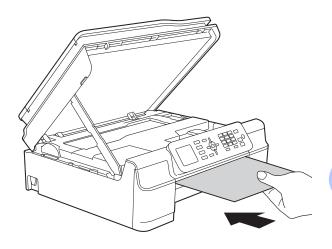


4 Place both hands under the plastic tabs on both sides of the machine to lift the scanner cover into the open position.

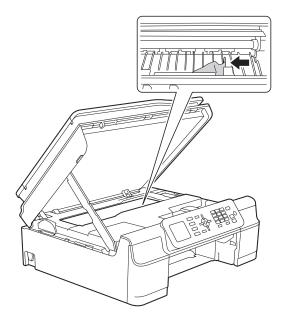


5 Load one sheet of thick A4 or Letter sized paper, such as glossy paper, deep into the machine as shown in the illustration.



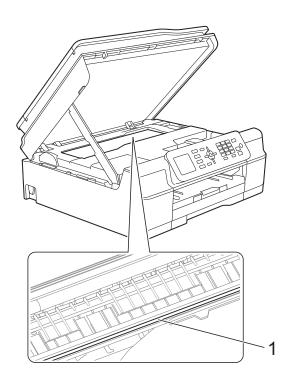


6 If the thick paper is pushing any jammed paper out, remove the jammed paper.



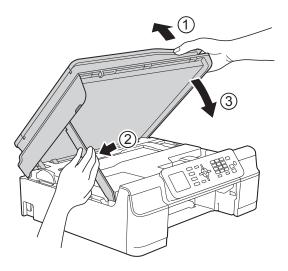
IMPORTANT

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



Pull the thick paper out of the machine.

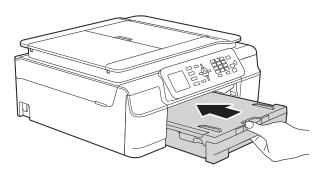
8 Lift the scanner cover (1) to release the lock. Gently push the scanner cover support down (2) and close the scanner cover (3) using both hands.



A CAUTION

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

9 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 contact Brother customer support.
- 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.

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

Printing Difficulties

Difficulty	Suggestions
No printout.	Check that the correct printer driver has been installed and chosen.
	Check to see if the LCD is showing an error message. (See <i>Error and maintenance messages</i> on page 64.)
	Make sure that the machine is online.
	(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.
	(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.
	(Windows [®] 7 and Windows Server [®] 2008 R2)
	Click Printers 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 not selected.
	(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.
	One or more ink cartridges have reached the end of their life. (See Replacing the ink cartridges on page 55.)

Printing Difficulties (continued)

Difficulty	Suggestions
No printout. (continued)	The document will not print if the old, unprinted data remains in the printer driver spooler. Open the printer icon, and then delete all the data. Your printer icon can be found in the following way:
	(Windows [®] XP and Windows Server [®] 2003) Click Start/Printers and Faxes .
	(Windows Vista [®] and Windows Server [®] 2008)
	Click 69/Control Panel/Hardware and Sound/Printers.
	(Windows [®] 7 and Windows Server [®] 2008 R2)
	Click O/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	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.
screen but they do not show up when it is printed.	(See <i>Unprintable area</i> on page 16.)
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 Colour Settings on the Advanced tab, and make sure you unselect Colour Enhancement .
	(Macintosh) Choose Color Settings, click Advanced Color Settings, and make sure you unselect Color Enhancement.
	Turn the Borderless feature off. Borderless printing is slower than normal printing. (See Software and Network User's Guide.)
Colour Enhancement is not working correctly.	If the image data is not full colour in your application (such as 256 colour), Colour Enhancement will not work. Use at least 24 bit colour data with the Colour Enhancement feature.
Machine does not print from Adobe [®] Illustrator [®] .	Try to reduce the print resolution. (See Software and Network User's Guide.)

Print Quality Difficulties

Difficulty	Suggestions
Poor print quality.	Check the print quality. (See Checking the print quality on page 59.)
	Make sure that the Media Type setting in the printer driver or the Paper Type setting in the machine's menu matches the type of paper you are using. (See <i>Paper Type</i> on page 17.) (See Software and Network User's Guide.)
	Make sure that your ink cartridges are fresh. The following may cause ink to clog:
	The expiration date written on the cartridge package has passed. (Brother Original cartridges stay usable for up to two years if kept in their original packaging.)
	■ The ink cartridge has been in your machine for over six months.
	■ The ink cartridge may not have been stored correctly before use.
	Make sure you are using Brother Original Innobella™ ink. Brother does not recommend the use of cartridges other than Brother Original cartridges or the refilling of used cartridges with ink from other sources.
	Make sure you are using one of the recommended types of paper. (See Acceptable paper and other print media on page 18.)
	The recommended environment for your machine is between 20 °C to 33 °C.
White horizontal lines appear in text	Clean the print head. (See <i>Cleaning the print head</i> on page 59.)
or graphics.	Make sure you are using Brother Original Innobella™ ink.
	Try using the recommended types of paper. (See Acceptable paper and other print media on page 18.)
	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 (1) to power down the machine. Using (1) allows minimal power to the
and the second s	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 59.)
	Make sure you are using Brother Original 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 60.)
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 <i>Loading paper and other print media</i> on page 11.)
	Make sure the Jam Clear Cover is closed correctly.
Smudge or stain at the top centre of the printed page.	Make sure the paper is not too thick or curled. (See Acceptable paper and other print media on page 18.)

Print Quality Difficulties (continued)

Difficulty	Suggestions
Printing appears dirty or ink seems to run.	Make sure you are using the recommended types of paper. (See <i>Acceptable paper and other print media</i> on page 18.) Don't handle the paper until the ink is dry.
	Make sure the print side is face down in the paper tray.
	Make sure you are using Brother Original Innobella™ ink.
	If you are using photo paper, make sure that you have set the correct paper type. If you are printing a photo from your PC, set the Media Type in the printer driver.
Ink is smudged or wet when using glossy photo paper.	Be sure to check the front and back of the paper. Place the glossy surface (printing surface) face down. (See <i>Paper Type</i> on page 17.)
	If you use glossy photo paper, make sure that the paper type setting is correct.
Stains appear on the reverse side or at the bottom of the page.	Make sure the printer platen is not dirty with ink. (See Advanced User's Guide: Cleaning the machine's printer platen.)
	Make sure you are using Brother Original Innobella™ ink.
	Make sure you are using the paper support flap. (See Loading paper and other print media on page 11.)
	Make sure the paper feed rollers are not dirty with ink. (See Advanced User's Guide: Cleaning the paper feed rollers.)
The machine prints dense lines on the page.	(Windows [®]) Check Reverse Order in the Basic tab of the printer driver.
The printouts are wrinkled.	(Windows [®]) In the printer driver Advanced tab, click Colour Settings and unselect Bi-Directional Printing .
	(Macintosh) In the printer driver, choose Print Settings , click Advanced , choose Other Print Options and unselect Bi-Directional Printing .
	Make sure you are using Brother Original Innobella™ ink.

Paper Handling Difficulties

Difficulties	Suggestions
The machine does not feed paper.	Make sure the paper tray is pushed in all the way until it clicks into place.
	Make sure the Jam Clear Cover at the back of the machine is closed.
	If the LCD shows the Paper Jam message and you still have a problem, see <i>Error</i> and maintenance messages on page 64.
	If there is no paper, load a new stack of paper into the paper tray.
	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, turn the stack over and put it back into the paper tray.
	Reduce the amount of paper in the paper tray, and then try again.
	Clean the paper pick-up rollers.
	(See Advanced User's Guide: Cleaning the paper pick-up rollers.)
Photo paper does not feed correctly.	When you print on Brother Photo paper, load one extra sheet of the same photo paper in the paper tray. An extra sheet has been included in the paper package for this purpose.

Paper Handling Difficulties (continued)

Difficulties	Suggestions
Machine feeds multiple pages.	Do the following:
	(See Loading paper and other print media on page 11.)
	■ Make sure the paper is loaded correctly in the paper tray.
	Remove all the paper from the tray and fan the stack of paper well, then put it back in the tray.
	■ Make sure you do not push the paper in too far.
	Make sure the Jam Clear Cover is closed correctly. (See <i>Printer jam or paper jam</i> on page 75.)
	Make sure the Base Pad in the paper tray is not dirty. (See Advanced User's Guide: Cleaning the paper pick-up rollers.)
There is a paper jam.	See <i>Printer jam or paper jam</i> on page 75. Make sure the paper guides are set to the correct paper size.
Paper jam reoccurs.	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 <i>Additional paper jam clear operations</i> on page 79.)
The paper jams when you use	Use one of the jam prevention settings, 2-sided1 or 2-sided2.
2-sided copy or 2-sided print.	For copying (See Advanced User's Guide: 2-sided copying.)
	For printing (See Software and Network User's Guide.)
	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: <i>Cleaning the paper feed rollers</i> .)

Printing Received Faxes

Difficulty	Suggestions
■ Condensed print	Usually this is caused by a poor telephone connection. Make a copy; if your copy
■ Horizontal streaks	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.
Top and bottom sentences are cut off	
Missing lines	
Vertical black lines when receiving.	The sender's scanner may be dirty. Ask the sender to make a copy to see if the problem is with the sending machine. Try receiving from another fax machine.
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 <i>Paper Size</i> on page 17.)
	Turn on Auto Reduction. (See Advanced User's Guide: <i>Printing a reduced incoming fax.</i>)
Received colour fax prints only in monochrome.	Replace the colour ink cartridges that have reached the end of their life, and then ask the other person to send the colour fax again. (See <i>Replacing the ink cartridges</i> on page 55.)

Telephone Line or Connections

Difficulty	Suggestions
Dialling does not work. (No dial tone)	Check the line cord connections.
	Change the Tone/Pulse setting.
	(See Quick Setup Guide.)
	If there is no dial tone, connect a known-working telephone and telephone line cord to the socket. 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 socket.
The machine does not answer when called.	Make sure the machine is in the correct Receive Mode for your setup. (See <i>Choose the Receive Mode</i> 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 the telephone line cord connection. If there is no ringing when you call your machine, ask your telephone company to check the line.

Receiving Faxes

Difficulty	Suggestions
Cannot receive a fax.	Check all line cord connections. Make sure the telephone line cord is plugged into the telephone wall socket and the LINE socket inside the machine. If you subscribe to DSL or VoIP services, contact your service provider for connection instructions. To lower the modem speed and turn off ECM (error correction mode), see <i>Telephone line interference / VoIP</i> on page 92.
	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 <i>Choose the Receive Mode</i> on page 27.)
	If you have a dedicated fax line and want your Brother machine to automatically answer all incoming faxes, select Fax Only mode.
	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.
	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 fast double-ring to alert you to answer voice calls.
	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.
	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:
	■ If the Receive Mode is set to Fax Only or Fax/Tel, reduce the Ring Delay to 1 ring. (See <i>Ring Delay</i> on page 30.)
	If the Receive Mode is set to External TAD, reduce the number of rings programmed on your answering machine to 2.
	■ If the Receive Mode is set to Manual, DO NOT adjust the Ring Delay setting.
	Have someone send you a test fax:
	■ 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.
	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.

Receiving Faxes (continued)

Difficulty	Suggestions
Cannot receive a fax. (continued)	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 <i>Connecting an external TAD (telephone answering device)</i> on page 35.)
	1 Connect the external TAD as shown in the illustration on page 35.
	2 Set your answering machine to answer in one or two rings.
	3 Record the outgoing message on your answering machine.
	Record five seconds of silence at the beginning of your outgoing message.
	■ Limit your speaking to 20 seconds.
	End your outgoing message with your Remote Activation Code for people sending manual faxes. For example: "After the beep, leave a message or press * 5 1 and Start to send a fax."
	4 Set your answering machine to answer calls.
	5 Set your Brother machine's Receive Mode to External TAD. (See Choose the Receive Mode on page 27.)
	Make sure your Brother machine's Fax Detect feature is set to On. Fax Detect is a feature that allows you to receive a fax even if you have answered the call on an external or extension telephone. (See <i>Fax Detect</i> on page 31.)
	If you often get transmission errors due to possible interference on the telephone line, try changing the Compatibility setting to <code>Basic(for VoIP)</code> . (See Telephone line interference / VoIP on page 92.)
	If you connect your machine to a PBX or ISDN line, set the menu setting of Telephone Line Type to your telephone line type. (See Setting the Telephone Line Type on page 33.)

Sending Faxes

Difficulty	Suggestions
Cannot send a fax.	Check all line cord connections. Make sure the telephone line cord is plugged into the telephone wall socket and the LINE socket inside the machine.
	Print the Transmission Verification Report and check for an error. (See Advanced User's Guide: <i>Reports</i> .)
	Ask the other party to check that the receiving machine has paper.
Poor fax send quality.	Try changing your resolution to Fine or S. Fine. Make a copy to check your machine's scanner operation. If the copy quality is poor, clean the scanner. (See Cleaning the scanner glass on page 58.)

Sending Faxes (continued)

Difficulty	Suggestions
Transmission Verification Report shows RESULT:ERROR.	There is probably temporary noise or static on the line. Try sending the fax again. If you send a PC FAX message and see RESULT:ERROR 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: <i>Printing a fax from the memory</i> .) If the problem continues, ask the telephone company to check your telephone line.
	If you often get transmission errors due to possible interference on the telephone line, try changing the machine's Compatibility setting to <code>Basic(for VoIP)</code> . (See <i>Telephone line interference / VoIP</i> on page 92.)
	If you connect your machine to PBX or ISDN, set the menu setting of Telephone Line Type to your telephone line type. (See Setting the Telephone Line Type on page 33.)
Vertical black lines when sending.	Black vertical lines on faxes you send are typically caused by dirt or correction fluid on the glass strip. Clean the glass strip. (See <i>Cleaning the scanner glass</i> on page 58.)

Handling Incoming Calls

Difficulty	Suggestions
The machine "hears" a voice as a CNG Tone.	If Fax Detect is set to On, your machine is more sensitive to sounds. It may mistakenly interpret certain voices or music on the line as a fax machine calling and respond with fax-receiving tones. Deactivate the machine by pressing Stop/Exit . Try avoiding this problem by turning Fax Detect to Off. (See Fax Detect on page 31.)
Sending a fax call to the machine.	If you answered on an extension or external telephone, press your Remote Activation Code (the factory default is * 5 1). If you answered on an external telephone, press Mono Start or Colour Start , and press 2 to receive the fax. When your machine answers, hang up.
Custom features on a single line.	If you have Call Waiting, Call Waiting/Caller ID, Caller ID, 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 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

Difficulty	Suggestions
Vertical black lines or streaks appear in copies.	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 <i>Cleaning the scanner glass</i> on page 58.)
Poor copy results when using the ADF.	Try using the scanner glass. (See <i>Using the scanner glass</i> on page 22.)
Fit to Page does not work correctly.	Make sure your source document is not skewed. Reposition the document and try again.

Scanning Difficulties

Difficulty	Suggestions
TWAIN or WIA errors appear when starting to scan. (Windows®)	Make sure the Brother TWAIN or WIA driver is chosen as the primary source in your scanning application. For example, in Nuance™ PaperPort™ 12SE, click Scan Settings, Select to choose the Brother TWAIN/WIA driver.
TWAIN or ICA errors appear when starting to scan. (Macintosh)	Make sure the Brother TWAIN driver is chosen as the primary source. In PageManager, click File , Select Source and choose the Brother TWAIN driver. You can also scan documents using the ICA Scanner Driver. (See Software and Network User's Guide.)
OCR does not work.	Try increasing the scanner resolution.
	(Macintosh)
	Presto! PageManager must be downloaded and installed before use. For more information, see <i>Accessing Brother Support (Macintosh)</i> on page 5.
Poor scanning results when using the ADF. Vertical black lines appear in the scanned data.	Clean the white bar in the ADF and the glass strip underneath it.
	(See Cleaning the scanner glass on page 58.)
	Try using the scanner glass. (See <i>Using the scanner glass</i> on page 22.)

Software Difficulties

Difficulty	Suggestions
Cannot install software or print.	(Windows®) Run the Repair MFL-Pro Suite program on the CD-ROM. This program will repair and reinstall the software.
"Device Busy"	Make sure the machine is not showing an error message on the LCD.

Network Difficulties

Difficulty	Suggestions
Cannot print over the network.	Make sure that your machine is powered on and is online and in the Ready mode. Print a Network Configuration Report (See Advanced User's Guide: <i>Reports</i> .) 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.
The network scanning feature does not work.	It is necessary to configure the third-party Security/Firewall Software to allow Network scanning. To add port 54925 for Network scanning, enter the information below:
	In Name: Enter any description, for example Brother NetScan.
	In Port number: Enter 54925.
	In Protocol: UDP is selected.
	Please refer to the instruction manual that came with your third-party Security/Firewall Software or contact the software manufacturer.
	(Macintosh)
	Select Other from the Model drop-down list in the main screen of ControlCenter2. In the Device Selector window, make sure Network is selected in Connection Type , and then click Browse . Reselect your network machine, and press OK .

Network Difficulties (continued)

Difficulty	Suggestions			
The network PC-Fax Receive	(Windows [®])			
feature does not work.	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:			
	In Name: Enter any description, for example Brother PC-FAX Rx.			
	In Port number: Enter 54926.			
	In Protocol: UDP is selected.			
	Please refer to the instruction manual that came with your third-party Security/Firewall Software or contact the software manufacturer.			
The Brother software cannot be	(Windows®)			
installed.	Allow network access to the following programs if your security software displays an alert message during MFL-Pro Suite installation.			
	(Macintosh)			
	If you are using a firewall function of anti-spyware or antivirus security software, temporarily disable it, and then install the Brother software.			
Cannot connect to wireless network.	Investigate the problem using the WLAN Report. Press Menu, choose Print Reports, and then press OK. Choose WLAN Report.			
	See Software and Network User's Guide.			

Dial Tone detection

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

- 1 Press Menu.
- Press ▲ or ▼ to choose
 Initial Setup.
 Press OK.
- 3 Press A or ▼ to choose Dial Tone. Press OK.
- 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, you can change the compatibility setting which reduces the modem speed to minimise errors.

- 1 Press Menu.
- Press ▲ or ▼ to choose
 Initial Setup.
 Press OK.
- 3 Press ▲ or ▼ to choose Compatibility.
 Press OK.
- Press ▲ or ▼ to choose Normal or
 Basic (for VoIP).
 Press OK.
 - Basic (for VoIP) cuts the modem speed to 9,600 bps and turns off colour fax receiving and ECM, except for colour 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.

В

Machine Information

Checking the serial number

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

- 1 Press Menu.
- Press A 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.
- Press A 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 the date and time, telephone line type 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 default

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.
- Press ▲ or ▼ to choose the type of reset
 (Machine Reset, Network,
 Address&Fax or All Settings) you
 want.
 Press OK.
 Press 1 to confirm.
- 5 Press 1 to reboot the machine.

C

Settings and features tables

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 choose your preferred settings in the machine.

Menu table

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



Level1	Level2	Level3	Options	Descriptions	Page
Ink	Test Print	_	Print Quality	Lets you check the print	59
			Alignment	quality or alignment.	60
	Cleaning	_	Black	Lets you clean the print	59
			Colour	head.	
			All		
	Ink Volume	_	_	Lets you check the available ink volume.	See ◆.
General Setup	Mode Timer	_	Off	Sets the amount of time	
			0Sec	before the machine returns to FAX mode.	
			30Secs	rotamo to 1700 mode.	
			1Min		
			2Mins*		
			5Mins		
	Paper Type	_	Plain Paper*	Sets the type of paper in	17
			Inkjet Paper	the paper tray.	
			Brother BP71		
			Other Glossy		
			Transparency		
	Paper Size	_	A4*	Sets the size of paper in	17
			A5	the paper tray.	
			10x15cm		
			Letter		

[◆] See Advanced User's Guide.

Level1	Level2	Level3	Options	Descriptions	Page
General Setup	Volume	Ring	Off	Adjusts the ring volume.	e. 9
(Continued)			Low		
			Med*		
			High		
		Beeper	Off	Adjusts the volume of the	
			Low*	sounds when you press a key.	
			Med	NOy.	
			High		
		Speaker	Off	Adjusts the speaker	10
			Low	volume.	
			Med*		
			High		
	LCD Settings	Backlight	Light*	You can adjust the	10
			Med	brightness of the LCD backlight.	
			Dark	backiigitt.	
		Dim Timer	Off	You can set how long the	
			10Secs	LCD backlight stays on after the last key press.	
			20Secs	unter the last key press.	
			30Secs*		
	Sleep Mode	_	1Min	You can choose how long	
			2Mins	the machine will remain idle before it goes into	
			3Mins	Sleep Mode.	
			5Mins*		
			10Mins		
	3	30Mins			
			60Mins		

Level1	Level2		Level3	Options	Descriptions	Page
Fax	Setup	Receive	Receive Mode	Fax Only* Fax/Tel External TAD Manual	Choose the Receive Mode that best suits your needs.	27
			Ring Delay	0 1 2* 3 4 5 6 7 8 (Example for the U.K.)	Sets the number of rings before the machine answers in Fax Only or Fax/Tel mode.	30
			F/T Ring Time	20Secs 30Secs* 40Secs 70Secs	Sets the length of the fast double-ring time in Fax/Tel mode.	30
			Fax Detect	On*	Receives fax messages automatically when you answer a call and hear fax tones.	31
			Remote Codes	On* (*51, #51) Off	Allows you to answer all calls at an extension or external telephone and use codes to turn the machine on or off. You can personalize these codes.	39
			Auto Reduction	On*	Cuts the size of incoming faxes to fit the paper size.	See ♦.
◆ See Advanced U	lear'e C	uide.	Memory Receive	Off* PC Fax Receive	You can set the machine to send faxes to your PC. If you choose PC-Fax Receive, you can turn on the safety feature Backup Print.	

Level1	Level2	Level3	Options	Descriptions	Page
Fax (Continued)	Setup AddressBook	Set Speed Dial	_	Stores Speed Dial numbers, so you can dial by pressing only a few keys (and Start).	43
		Setup Groups	_	You can set up Group numbers for broadcasting.	See ◆.
	Report Setting	XMIT Report	On On+Image Off* Off+Image	Choose the initial setup for Transmission Verification Report.	26
		Journal Period	Off Every 50 Faxes* Every 6 Hours Every 12 Hours Every 24 Hours Every 2 Days Every 7 Days	Sets the interval for the automatic printing of the Fax Journal. If you have chosen any other option than Off or Every 50 Faxes, you can set the time for the chosen option. If you have chosen Every 7 Days, you can set the day of the week.	See ◆.
	Print Document	_	_	Prints incoming faxes stored in the memory.	
	Remaining Jobs	_	_	Check which jobs are in the memory and cancel chosen jobs.	
	Miscellaneous	TX Lock	_	Prohibits most functions except receiving faxes.	
		BT Call Sign	Off*	Use with BT Call Sign.	
		(U.K. Only)	On		
		Caller ID (U.K. and Ireland only)	On* Off	View or print a list of the last 30 Caller IDs stored in the memory.	32

♦ See Advanced User's Guide.

Level1	Level2	Level3	Level4	Options	Descriptions	Page
Network	WLAN	TCP/IP	BOOT Method	Auto*	Chooses the	See +.
				Static	BOOT method that best suits	
				RARP	your needs.	
				BOOTP		
				DHCP		
			IP Address	[000-255].	Enter the IP	
				[000-255].	address.	
				[000-255].		
				[000-255]		
			Subnet Mask	[000-255].	Enter the Subnet	
				[000-255].	mask.	
				[000-255].		
				[000-255]		
			Gateway	[000-255].	Enter the Gateway address.	
				[000-255].		
			[000-255].			
				[000-255]		
			Node Name	BRWXXXXXXXXXXX	Enter the Node name.	
			WINS Config	Auto*	Chooses the	
				Static	WINS configuration mode.	
			WINS Server	(Primary) 000.000.000.000	Specifies the IP address of the	
			(Secondary) 000.000.000	primary or secondary WINS server.		
			DNS Server	(Primary) 000.000.000.000	Specifies the IP address of the	
				(Secondary) 000.000.000	primary or secondary DNS server.	
			APIPA	On*	Automatically allocates the IP address from the link-local address range.	

⁺ See Software and Network User's Guide.

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

Level1	Level2	Level3	Level4	Options	Descriptions	Page
Network (Continued)	WLAN (Continued)	WLAN Assistant	_	_	You can configure your wireless network settings using the Brother CD-ROM.	See +.
		Setup Wizard	_	_	You can manually configure your print server for a wireless network.	
		WPS/AOSS	_	_	You can easily configure your wireless network settings using the one-button push method.	
		WPS w/PIN Code	_	_	You can easily configure your wireless network settings using WPS with a PIN.	
		WLAN Status	Status	_	You can see the current wireless network status.	
			Signal	_	You can see the current wireless network signal strength.	
			SSID	_	You can see the current SSID.	
			Comm. Mode	_	You can see the current Communication Mode.	
		MAC Address	_	_	You can see your machine's MAC address.	
	Web Connect Settings	Proxy Settings	Proxy Connection	On Off*	You can change the Web connection	See ●.
			Address	_	settings.	
			Port	_		
			User Name	_		
			Password	_		
			I	<u> </u>		1

⁺ See Software and Network User's Guide.

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

Level1	Level2	Level3	Level4	Options	Descriptions	Page
Network (Continued)	WLAN Enable	_	_	On Off*	Lets you use the wireless network connection.	See +.
	Network Reset	_	_	_	Restores all network settings to the factory default.	

⁺ See Software and Network User's Guide.

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

Menu ((continued)

Level1	Level2	Level3	Options	Descriptions	Page
Print Reports	XMIT Verify	_	_	Prints these lists and	See ◆.
	Address Book	_	Alphabetical Order	reports.	
			Numerical Order		
	Fax Journal	_	_		
	User Settings	_	_		
	Network Config	_	_		
	WLAN Report	_	_		
	Caller ID hist.	_	_		
Machine Info.	Serial No.	_	_	Lets you check the serial number of your machine.	93
	Version	_	_	Lets you check the firmware version of your machine.	
Initial Setup	Date & Time	Date & Time	_	Sets the date and time on the screen and in the headings of the faxes you send.	61
		Auto Daylight	On*	Automatically changes for Daylight Savings Time.	See ◆.
	Station ID	_	Fax:	Enter your name and fax	See ‡.
			Name:	number to appear on each page you fax.	
	Tone/Pulse	_	Tone*	Choose the dialling mode.	
			Pulse		
	Dial Tone	_	Detection	Turns Dial Tone Detection	92
			No Detection*	on or off.	
	Phone Line Set	_	Normal*	Choose the telephone	33
			PBX	line type.	
			ISDN		
	Compatibility	_	Normal*	Adjusts the modem speed	92
			Basic(for VoIP)	to help resolve transmission problems.	

[◆] See Advanced User's Guide.

[‡] See Quick Setup Guide.

Level1	Level2	Level3	Options	Descriptions	Page
Initial Setup (Continued)	Reset	Machine Reset	Yes	Resets all the machine's settings that you have changed, such as the date and time, telephone line type and Ring Delay.	93
		Network	Yes	Resets the print server back to its factory default settings, such as the password and IP address information.	
		Address&Fax	Yes	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.	
		All Settings	Yes	Resets all the machine's settings back to the factory default.	

[◆] See Advanced User's Guide.

[‡] See Quick Setup Guide.



Level1	Level2	Level3	Options	Descriptions	Page
Fax Resolution	_	_	Standard* Fine	Sets the resolution for outgoing faxes.	See ◆.
			S.Fine		
			Photo		
Contrast	_	_	Auto*	Changes the brightness	
			Light	of faxes you send.	
			Dark		
Address Book	Search	_	Alphabetical Order	You can dial by pressing only a few keys (and Start).	40
			Numerical Order	,	
	Set Speed Dial	_	_	Stores Speed Dial numbers, so you can dial by pressing only a few keys (and Start).	43
	Setup Groups	_	_	You can set up Group numbers for broadcasting.	See ◆.
Outgoing Call	Send a fax	_	_	You can choose a number	41
	Add to AddressBook			from the Outgoing Call history and then send a	
	Delete			fax to it, add it to the Address Book, or delete it.	
Caller ID hist.	Send a fax	_	_	You can choose a number	42
(U.K. and Ireland	Add to AddressBook			from the Caller ID history and then send a fax to it,	
only)	Delete			add it to the Address Book, or delete it.	
Advanced Settings	Broadcasting	Add Number	_	You can send the same	See ◆.
		Address Book	Alphabetical Order	fax message to more than one fax number.	
			Numerical Order		
		Complete	-		
	Real Time TX	_	On	You can send a fax	
			Off*	without using the memory.	
	Overseas Mode	_	On Off*	If you are having difficulty sending faxes overseas,	
			OII	set this to on.	
	Glass ScanSize	_	Letter A4*	Sets the glass scan size for faxes.	25
	Glass ScanSize	_			25

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

◆ See Advanced User's Guide.

SCAN ()

Level1	Level2	Level3	Options	Descriptions	Page			
Scan to File	Set with Panel	_	Off (Set with PC)*	If you want to use the control panel to change the machine's settings,	See +.			
				choose On.				
		The settings below will appear when On is selected in Set with Panel.						
	Scan Type	_	Colour*	You can choose the scan type for your document.				
			Black and White					
	Resolution	_	100dpi	You can choose the scan resolution for your				
			200dpi*	document.				
			300dpi					
		60	600dpi					
	File Type	_	(If you choose the Colour option in the Scan Type setting)	You can choose the file format for your document.				
			PDF*					
			JPEG					
			(If you choose the Mono option in the Scan Type setting)					
			TIFF					
			PDF*					
	Scan Size	_	A4*	You can choose the scan				
			A5	size for your document.				
			10x15cm					
			Business Card					
			Letter					
			Legal					
	Remove Background	_	Off*	Changes the amount of				
			Low	background colour that is				
			Medium	removed.				
			High					
+ See Software a	nd Network User's G	l uide			<u> </u>			
	s are shown in Bold							

Level1	Level2	Level3	Options	Descriptions	Page
Scan to E-mail	Set with Panel	_	Off (Set with PC)*	If you want to use the control panel to change the machine's settings, choose on.	See +.
	The settings below	will appear when O	n is selected in Set	with Panel.	
	Scan Type	_	Colour*	You can choose the scan	
			Black and White	type for your document.	
	Resolution	_	100dpi	You can choose the scan	
			200dpi*	resolution for your document.	
			300dpi		
			600dpi		•
	File Type	_	(If you choose the Colour option in the Scan Type setting)	You can choose the file format for your document.	
			PDF*		
			JPEG		
			(If you choose the Mono option in the Scan Type setting)		
			TIFF		
			PDF*		
	Scan Size	_	A4*	You can choose the scan	
			A5	size for your document.	
			10x15cm		
			Business Card		
			Letter		
			Legal		
	Remove Background	_	Off*	Changes the amount of	
			Low	background colour that is removed.	
			Medium		
			High		
+ See Software ar	nd Network User's G	uide.			
The default setting	s are shown in Bold	with an asterisk.			

Level1	Level2	Level3	Options	Descriptions	Page		
Scan to OCR	Set with Panel	_	Off	If you want to use the	See +.		
(Available after			(Set with PC)*	control panel to change			
Presto!			On	the machine's settings, choose on.			
PageManager is downloaded for	The settings below will appear when On is selected in Set with Panel.						
Macintosh users.	Scan Type	_	Colour	You can choose the scan			
See Accessing Brother Support			Black and White*	type for your document.			
(Macintosh)	Resolution	_	100dpi	You can choose the scan			
on page 5.)			200dpi*	resolution for your document.			
			300dpi	document.			
			600dpi				
	File Type	_	Text*	You can choose the file			
			HTML	format for your document.			
			RTF				
	Scan Size	_	A4*	You can choose the scan			
			A5	size for your document.			
			10x15cm				
			Business Card				
			Letter				
			Legal				

⁺ See Software and Network User's Guide.

The default settings are shown in Bold with an asterisk.

Level1	Level2	Level3	Options	Descriptions	Page		
Scan to Image	Set with Panel	_	Off (Set with PC)*	If you want to use the control panel to change the machine's settings, choose on.	See +.		
	The settings below will appear when On is selected in Set with Panel.						
	Scan Type	_	Colour*	You can choose the scan			
			Black and White	type for your document.			
	Resolution	_	100dpi	You can choose the scan	*		
			200dpi*	resolution for your document.			
			300dpi				
			600dpi				
	File Type	_	(If you choose the Colour option in the Scan Type setting)	You can choose the file format for your document.			
		I	PDF*				
			JPEG				
			(If you choose the Mono option in the Scan Type setting)				
			TIFF				
			PDF*				
	Scan Size	_	A4*	You can choose the scan			
			A5	size for your document.			
			10x15cm				
			Business Card				
			Letter				
			Legal				
	Remove Background	_	Off*	Change the amount of background colour that is			
			Low	removed.			
			Medium				
			High				
Web Service	Scan	_	_	You can scan data by using the Web Services			
(Appears when you install a Web	Scan for E-mail	_	_	protocol.			
Services	Scan for Fax	<u> </u>	<u> </u>				
Scanner, which is displayed in your computer's Windows [®]	Scan for Print	_	_				
Explorer.)	l nd Network User's G						

COPY ()

Level1	Level2	Level3	Options	Descriptions	Page
Quality	_	_	Fast	Choose the Copy	See ◆.
			Normal*	resolution for the next copy.	
			Best		
Paper Type	_	_	Plain Paper*	Choose the paper type that matches the paper in	46
			Inkjet Paper	the tray.	
			Brother BP71		
			Other Glossy		
			Transparency		
Paper Size	_	_	A4*	Choose the paper size	46
			A5	that matches the paper in the tray.	
			10x15cm	,	
			Letter		
Enlarge/Reduce	100%*	_		_	See ◆.
	Enlarge	_	198% 10x15cm→A4	You can choose the	
			186% 10x15cm→LTR	enlargement ratio for the next copy.	
			141% A5→A4		
	Reduce	_	97% LTR→A4	You can choose the reduction ratio for the next copy.	
			93% A4→LTR		
			83% LGL→A4		
			69% A4→A5		
			47% A4→10x15cm		
	Fit to Page	_	_	Your machine will adjust	
				the size of the next copy to the paper size you set.	
	Custom(25-400%)	_	_	You can choose the	
				enlargement or reduction	
				ratio for your type of document.	
Density	_	_		Adjusts the density of	
-			-2	copies.	
			*		
			+1		
			+2		
Stack/Sort	_	_	Stack*	You can choose to stack	
Stack/Sort		i	Ì	or sort multiple copies.	1

Level1	Level2	Level3	Options	Descriptions	Page
Page Layout	_	_	Off(lin1)*	You can make N in 1, 2 in	See ◆.
			2in1(P)	1 ID, or Poster copies.	
			2in1(L)		
			2in1(ID)		
			4in1(P)		
			4in1(L)		
			Poster (2x1)		
			Poster (2x2)		
			Poster (3x3)		
2-sided Copy	2-sided Copy	_	Off*	You can choose the	
			Portrait LongEdgeFlip	2-sided print settings.	
			Landscape LongEdgeFlip		
			Portrait ShortEdgeFlip		
			Landscape ShortEdgeFlip		
	Advanced	_	Normal*		
			2-sided1		
			2-sided2		
			Help		
Advanced Settings	_	_	Off*	Change the amount of	
			Remove Background	background colour that is removed.	
			(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 default.	
◆ See Advanced U	Jser's Guide.	1	ı	1	
The default setting	s are shown in Bold	with an asterisk.			



Level1	Level2	Level3	Options	Descriptions	Page
Apps	_	_	_	Lets you connect the	See ●.
SkyDrive [®]	_	_	_	Brother machine to an Internet service.	
Box	_	_	_	Web services may have	
Google Drive™	_	_	_	been added and/or service	
Evernote [®]	_	_	_	names may have been changed by the provider	
Dropbox	_	_	_	since this document was	
Facebook	_	_	_	published.	
Picasa Web Albums™	_	_	_		
Flickr [®]	_	_	_		

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

The default settings are shown in Bold with an asterisk.

(Address Book)

Level1	Level2	Level3	Options	Descriptions	Page
Search		_	Alphabetical Order Numerical Order	You can search for names you have stored in the Speed Dial memory.	40
Set Speed Dial	_	_	_	Stores Speed Dial numbers, so you can dial by pressing only a few keys (and Start).	43
Setup Groups	_	_	_	Sets up Group numbers for broadcasting.	See ◆.

◆ See Advanced User's Guide.

Redial/Pause (Redial / Pause)

Level1	Level2	Level3	Options	Descriptions	Page
Outgoing Call history	Send a fax Add to AddressBook Delete	_	_	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.	See ◆.
Caller ID hist. (U.K. and Ireland only)	Send a fax Add to AddressBook Delete	_	_	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.	
◆ See Advanced User's Guide.					

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 the keys. The keys for **0**, **#** and * do not have printed letters because they are used for special characters.

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

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

Inserting spaces

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

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 use the cursor to go back 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 $\mathbf{0}$ repeatedly until you see the special character or symbol you want.

```
Press * for (space)!"#$% &'()*+,-./€
Press # for :;<=>?@[]^_
Press 0 for \ddot{A} \ddot{E} \ddot{O} \ddot{U} \dot{A} \ddot{C} \dot{E} \dot{E} 0
```

Specifications

General

NOTE

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

Printer Type Inkjet

Print Head Mono: Piezo with 210 nozzles × 1

Colour: Piezo with 210 nozzles × 3

Memory Capacity 64 MB

LCD (Liquid Crystal 1.8 in. (44.9 mm) TFT Colour LCD ¹

Display)

Power Source AC 220 to 240V 50/60Hz

Power Consumption ² Copying Mode: Approx. 18 W ³

Ready Mode: Approx. 3.5 W ⁴

Sleep Mode: Approx. 1.1 W ⁴

Off: Approx. 0.2 W ^{4 5}

ח

Measured diagonally.

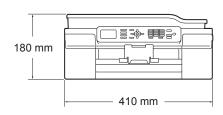
Measured when the machine is connected to the USB interface. Power consumption varies slightly depending on the usage environment or part wear.

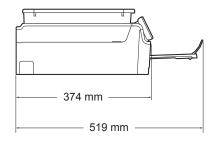
When using ADF, single-sided printing, resolution: standard / document: ISO/IEC 24712 printed pattern.

Measured according to IEC 62301 Edition 2.0.

Even when the machine is turned off, it will automatically turn itself on periodically for print head maintenance, and then turn itself off.

Dimension





Weight 9.0 kg

Noise Level Sound Pressure

Operating: LPAm = $50 \text{ dB(A)} \text{ (Maximum)}^{1}$

Sound Power 23

Copying: LwAd = 6.14 B(A) (Mono)

LwAd = 5.96 B(A) (Colour)

Ready: Lwad = 3.23 B(A) (Mono/Colour)

Temperature Operating: 10 to 35 °C

Best Print Quality: 20 to 33 °C

Humidity Operating: 20 to 80% (without condensation)

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

ADF (automatic

Up to 20 pages

document feeder)

Paper: 80 g/m² A4 or Letter size

Document Size ADF Width: 148 mm to 215.9 mm

ADF Length: 148 mm to 355.6 mm

Scanner Glass Width: Max. 215.9 mm

Scanner Glass Length: Max. 297 mm

¹ Noise depends on printing conditions.

² In accordance with ISO9296

Office equipment with LwAd>6.30 B(A) is not suitable for use in room where people require high levels of concentration. Such equipment should be placed in separate rooms because of the noise emission.

ח

Print media

Paper Input Paper Tray

■ Paper type:

Plain Paper, Inkjet Paper (coated paper), Glossy Paper ¹ and Transparency ^{1 2}

■ Paper size ³:

A4, Executive, Letter, A5, A6, Envelopes (Com-10, DL, C5, Monarch), Photo (10 \times 15 cm), Photo 2L (13 \times 18 cm) and Index Card (127 \times 203 mm)

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

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

■ Maximum paper tray capacity:

Approx. 100 sheets of 80 g/m² plain paper

Paper Output

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

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

Use only transparency paper recommended for inkjet printing.

³ See Paper type and size for each operation on page 20.

Fax

Compatibility ITU-T Group 3

Modem Speed Automatic Fallback

14,400 bps

Scanning Width ADF: 208 mm (A4)

Scanner Glass: 204 mm (A4)

Printing Width 204 mm (A4)

Greyscale Monochrome: 8 bit (256 levels)

Colour: 24 bit (8 bit per colour/ 256 levels)

Resolution Standard

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

Fine

203 × 196 dpi (Mono/Colour)

Superfine

203 × 392 dpi (Mono)

Photo

203 × 196 dpi (Mono)

Speed Dial 40 stations

Groups Up to 6

Broadcasting 90 (40 Speed Dial/50 Manual Dial)

Automatic Redial 3 times at 5 minute intervals

Memory Transmission Up to 170 ¹ pages

Out of Paper Reception Up to 170 1 pages

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

ח

Copy

Colour/Monochrome

Copy Width

Multiple Copies

Enlarge/Reduce

Resolution

2-sided

Yes/Yes

204 mm ¹

Stacks/Sorts up to 99 pages

25% to 400% (in increments of 1%)

Prints up to $1200 \times 2400 \ dpi$

Yes

■ Paper type:

Plain paper

■ Paper size:

A4, Letter, A5

¹ When copying on A4 size paper.

Scanner

Colour/Monochrome Yes/Yes

TWAIN Compliant Yes

(Windows[®] XP ¹/Windows Vista[®]/Windows[®] 7/Windows[®] 8)

(Mac OS X v10.6.8, 10.7.x, 10.8.x)

WIA Compliant Yes

(Windows® XP ¹/Windows Vista®/Windows® 7/Windows® 8)

ICA Compliant Yes (Mac OS X v10.6.8, 10.7.x, 10.8.x)

Colour Depth 30 bit colour Processing (Input)

24 bit colour Processing (Output) / 256 levels per colour

Greyscale 10 bit colour Processing (Input)

8 bit colour Processing (Output) / 256 levels per colour

Resolution Up to 19200×19200 dpi (interpolated) ²

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

Up to 1200×600 dpi (optical) (ADF)

Scanning Width and Length (Scanner Glass)

Width: Up to 213.9 mm Length: Up to 295 mm

(ADF)

Width: Up to 213.9 mm Length: Up to 353.6 mm

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

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).

Б

Printer

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

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

Borderless ² A4, Letter, A6, Photo (10 × 15 cm), Index Card

 $(127 \times 203 \text{ mm})$, Photo 2L $(13 \times 18 \text{ cm})$

2-sided ■ Paper type:

Plain paper

■ Paper size:

A4, Letter, A5, Executive

Print Speed ⁴

When the Borderless feature is set to On.

See *Paper type and size for each operation* on page 20.

When printing on A4 size paper.

⁴ For detailed specifications visit http://www.brother.com/.

Interfaces

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

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

Your machine has a Hi-Speed USB 2.0 interface. The machine can also be connected to a computer that has a USB 1.1 interface.

² Third party USB ports are not supported.

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 Light ² Network Management software.

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

Security WPA2-PSK (AES)

Wireless Setup AOSS™ Yes Support Utility WPS Yes

See Computer requirements on page 126.

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

Computer requirements

SUPPORTED OPERATING SYSTEMS AND SOFTWARE FUNCTIONS						
		PC Int	PC Interface		Hard Disk Space to install	
	Computer Platform & Operating System Version		Wireless 802.11b/g/n	Processor	For Drivers	For Applications (including Drivers)
Windows [®] Operating System	Windows [®] XP Home ^{1 4} Windows [®] XP Professional ^{1 4}	Printing PC Fax ³ Scanning		32bit (x86) or 64bit (x64) processor	150 MB	1 GB
	Windows Vista ^{® 1 4}				500 MB	1.3 GB
	Windows [®] 7 ^{1 4}				650 MB	
	Windows [®] 8 ^{1 4}					
	Windows Server® 2003	N/A	Printing		50 MB	N/A
	Windows Server [®] 2003 R2					
	Windows Server [®] 2008					
	Windows Server [®] 2008 R2			64bit (x64) processor		
	Windows Server [®] 2012					
Macintosh	Mac OS X v10.6.8	Printing		Intel [®]	80 MB	550 MB
Operating System	OS X v10.7.x	PC Fax (Send) ³ Scanning		Processor		
,	OS X v10.8.x					

Conditions:

- For WIA, 1200×1200 resolution. Brother Scanner Utility enables to enhance up to 19200×19200 dpi.
- ² Third party USB ports are not supported.
- ³ PC Fax supports black and white only.
- 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 http://solutions.brother.com/.

All trademarks, brand and product names are the property of their respective companies.

D

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 Th

Cartridge

The first time you install a set of ink cartridges the machine will use an amount of ink to fill the ink delivery tubes for high quality printouts. This process will only happen once. After this process is complete the cartridges provided with your machine will have a lower yield than standard cartridges (80%). With all following ink cartridges you can print the specified number of pages.

Replacement Consumables

<Standard Yield Black> LC121BK

<Standard Yield Yellow> LC121Y

<Standard Yield Cyan> LC121C

<Standard Yield Magenta> LC121M

Black, Yellow, Cyan and Magenta - Approximately 300 pages ¹

<High Yield Black> LC123BK

<High Yield Yellow> LC123Y

<High Yield Cyan> LC123C

<High Yield Magenta> LC123M

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

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

What is Innobella™?

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



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

¹ Approx. cartridge yield is declared in accordance with ISO/IEC 24711.

Index

A	Custom telephone features on a single
	line89
Address Book	5
Group dial	D
setting up43 using40	Dialling
Groups43, 93, 113	a pause43
Speed Dial40	Address Book40
changing44	Caller ID history42
deleting44	manual40
ADF (automatic document feeder)21	Outgoing Call41
Answering machine (TAD)35	Document
connecting	loading21, 22
Apple Macintosh	
See Software and Network User's Guide.	E
Automatic	
fax receive27	Envelopes13, 14, 20
Fax Detect31	Error messages on LCD64
	Absorber NearFull64
В	B&W Print Only64
	Cannot Detect
Brother	Cannot Print65
CreativeCenter4	Comm. Error
	Cover is Open65
C	Data Remaining65
	Document Jam
Caller ID32	Ink Absorber Full66
Caller ID history42	Ink low 67
Add to Address Book42	No Ink Cartridge67
Delete42	No Paper Fed68
Send a fax42	Not Registered40, 68
Cleaning	Out of Fax Memory 68
print head59	Out of Memory69
scanner58	Paper Jam69
Connecting	Unable to Clean70
external TAD	Unable to Init70
(answering machine)35, 36	Unable to Print70
external telephone37	Unable to Scan70
Consumable items127	Wrong Paper Size71
Control panel overview6	Extension telephone, using38, 39
ControlCenter	External telephone, connecting 37
See Software and Network User's Guide.	
Сору	
paper size46	
paper type46	
using scanner glass22	

F	J
Fax codes changing	Jams document
G	Also see Help in the PaperPort™ 12SE application.
Greyscale 120, 122	0
Help LCD messages95	Outgoing Call Add to Address Book
Menu Table96	Send a fax41
<u> </u>	Paper18, 119
Ink cartridges ink dot counter	capacity

type17, 20

Presto! PageManager	Telephone line
See Software and Network User's Guide.	connections36
Also see Help in the Presto! PageManager	difficulties86
application.	interference / VoIP92
Print	multi-line (PBX)36
difficulties81	type
paper jams75	Text, entering115
printable area16	special characters116
resolution123	Transferring your faxes or
specifications123	Fax Journal report72
Printing	Transparencies18, 20, 119
See Software and Network User's Guide.	Troubleshooting
	document jam73
R	error messages on LCD64
	if you are having difficulty
Receive Mode	
	copying89
External TAD27	document jam73
Fax Only27	incoming calls89
Fax/Tel27	Network90
Manual27	paper handling84
Redial/Pause41	print quality83
Remote Setup	printing81
See Software and Network User's Guide.	printing received faxes86
Resolution	receiving faxes87
copy121	•
	scanning
fax120	software90
print123	telephone line or connections 86
scan122	maintenance messages on LCD 64
Ring Delay, setting30	paper jam75
S	U
Scanning	Unscannable area23
See Software and Network User's Guide.	
Serial Number	V
how to findSee inside front cover	-
Sockets	Volume, setting
EXT	beeper10
	•
External telephone	ring9
Step-by-step Settings Tables95	speaker10
T	W
TAD (telephone answering device),	Web Services (Scan) 110
external	Windows®
connecting	See Software and Network User's Guide.
Receive Mode27	Wireless Network
recording OGM36	See Quick Setup Guide and Software and Network User's Guide



Visit us on the World Wide Web http://www.brother.com/

This machine is approved for use in the country of purchase only. Local Brother companies or their dealers will only support machines purchased in their own countries.



www.brotherearth.com