# brother

# **Basic User's Guide**

# MFC-L8650CDW

ICAUTION Before using this product, read carefully these instructions for correct operation. Keep the User's Guide in a secure place for future reference.

> Version A CHN-ENG

### To create a better environment

Please cooperate

Firstly, thank you very much indeed for using our Brother products!

Brother focuses on the earth environment concerned. And make a basic policy which is to concern about the earth environment, including any workflow from product development to discard. The local citizen should be responsible for local society and its environment during these environment protection activities.

Therefore, we hope you'll take part in this environment plan, and pay attention to environment protection points as below while discarding used supplies.

- 1 Please deliver the used package materials to relevant waste disposaloffice for recycle.
- 2 When you discard used supplies, please follow and carry on relevant local regulations properly.
- 3 When the machine need replacing parts for the maintenance and repair, please discard used circuit boards, used electrical parts and products as disposed electrical materials.
- 4 The power consumption is 0 W after you turn off the machine and unplug it from the AC outlet.
- 5 Some parts in the machine can be used on the same series model machines which are produced in the same factory.

Note: If you want to replace the parts, please contact Brother Authorize Service Centers.

### CHINA ENVIRONMENTAL LABELLING NOTICE

- 1 Machines with an LWAd > 63.0 dB(A) are recommended to be set up in separate rooms due to their noise emissions.
- 2 The machine can use recycled paper.
- 3 Ensure that during use the machine is used in a well ventilated area.
- 4 Brother will accept machines and supplies for recycling. For details of the return scheme please refer to the webpage http://www.brother.cn/company/info/declaration/20090304.html.

### Register your product on-line at

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

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# 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. Read the Safety Instructions before you set up your machine. See this Guide for trademarks and legal limitations.	For Chinese: Printed / In the box For English: (Windows <sup>®</sup> ) PDF file / CD-ROM / In the Box (Macintosh) PDF file / Brother Solutions Center <sup>1</sup>
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.	For Chinese: Printed / In the box For English: (Windows <sup>®</sup> ) PDF file / CD-ROM / In the Box (Macintosh) PDF file / Brother Solutions Center <sup>1</sup>
Basic User's Guide	Learn the basic Fax, Copy, Scan and Direct Print operations and how to replace supplies. See troubleshooting tips.	For Chinese: Printed / In the box For English: (Windows <sup>®</sup> ) PDF file / CD-ROM / In the Box (Macintosh) PDF file / Brother Solutions Center <sup>1</sup>
Advanced User's Guide	Learn more advanced operations: Fax, Copy, security features, printing reports and performing routine maintenance.	(Windows <sup>®</sup> ) PDF file / CD-ROM / In the Box (Macintosh) PDF file / Brother Solutions Center <sup>1</sup>
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.	(Windows <sup>®</sup> ) HTML file / CD-ROM / In the Box (Macintosh) HTML file / Brother Solutions Center <sup>1</sup>
Google Cloud Print Guide	This Guide provides details on how to configure your Brother machine to a Google account and use Google Cloud Print™ services for printing over the Internet.	PDF file / Brother Solutions Center <sup>1</sup>

Chapter

Mobile Print/Scan Guide for Brother iPrint&ScanThis Guide provides useful information about printing from your mobile device and scanning from your Brother machine to your mobile device when connected on a Wi-Fi <sup>®</sup> network.PDF file / Brother Solutions Center 1	Which Guide?	What's in it?	Where is it?
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Visit http://solutions.brother.com/.

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# Table of Contents (Advanced User's Guide)

You can view the Advanced User's Guide.

Windows<sup>®</sup>: PDF file / CD-ROM / In the Box

Macintosh: PDF file / Brother Solutions Center at <u>http://solutions.brother.com/</u>

The Advanced User's Guide explains the following features and operations.

### 1 General Setup

Memory storage Set tone or pulse dialling mode Set the Time Zone Ecology features Quiet mode feature Touchscreen Dial Prefix (MFC models only) Setting the Fax Logic (sending and receiving sequence)

### 2 Security features

Secure Function Lock 3.0 Active Directory Authentication IPSec Setting Lock Dial Restriction (MFC models only)

### 3 Sending a fax (MFC models only)

Additional sending options Additional sending operations

### 4 Receiving a fax (MFC models only)

Memory Receive Options Remote retrieval Additional receiving operations

# 5 Dialling and storing numbers (MFC models only)

Additional dialling operations Additional ways to store numbers

### 6 Printing reports

Fax reports (MFC models only) Reports

### 7 Making copies

Copy settings

### A Routine maintenance

Checking the machine Replacing periodic maintenance parts Packing and shipping the machine

### **B** Options

Options Optional paper tray Memory board

### C Glossary

### D 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.

# 

<u>WARNING</u> indicates a potentially hazardous situation which, if not avoided, could result in death or serious 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 you should respond to a situation that may arise or give tips about how the current operation works with other features.



Electrical Hazard icons alert you to a possible electrical shock.



Fire Hazard icons alert you to the possibility of fire.



Hot Surface icons warn you not to touch machine parts that are hot.



Prohibition icons indicate actions that must not be performed.

Bold	Bold style identifies the dial pad numbers of the Touchpanel or on the computer screen.
Italics	Italicized style emphasizes an important point or refers you to a related topic.
Courier New	Courier New font identifies the messages shown on the Touchscreen of the machine.

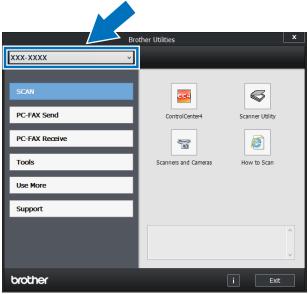
Follow all warnings and instructions marked on the product.

Chapter 1

# Accessing Brother Utilities (Windows<sup>®</sup>)

**Brother Utilities** is an application launcher that offers convenient access to all Brother applications installed on your device.





Choose the operation 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 features for Fax, Copy, Printer, Scanner, PC-FAX and Network. When you are ready to learn detailed information about these operations, read the **Advanced User's Guide** and **Software and Network User's Guide** that are on the CD-ROM.

### NOTE

Macintosh: You can find the Advanced User's Guide, and Software and Network User's Guide on the Brother Solutions Center at <u>http://solutions.brother.com/</u>.

### **Viewing Documentation**

### Viewing Documentation (Windows<sup>®</sup>)

(Windows<sup>®</sup> 7 / Windows Vista<sup>®</sup> / Windows<sup>®</sup> XP)

To view the documentation, from (Start) menu, select All Programs > Brother >

**Brother Utilities**. 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**.

### (Windows<sup>®</sup> 8)

Click (Brother Utilities), and then click the drop-down list and select your model name (if not already selected). Click **Support** in the left navigation bar, and then click **User's Guides**. If you have not installed the software, you can find the documentation on the CD-ROM by following these steps:

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

### NOTE

If the Brother screen does not appear, go to **Computer** (**My Computer**).

(Windows<sup>®</sup> 8: Click (File Explorer)

on the taskbar, and then go to **Computer** (**This PC**).) Double-click the CD-ROM icon, and then double-click **start.exe**.

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

Multi-Function Center		brothe
Top Menu		
Install MFL-Pro Suite Full Driver & Software Package (Includes Wireless & Wired Network Setup)		
User's Guides		
Additional Applications		
Brother Support		
On-Line Registration		
© 20XX-20XX. Brother Industries, Ltd. All Rights Reserved.	5 Back	+∭ Exit

4 Click User's Guides.

5 Click **User's guides on the CD-ROM**. If the country screen appears, select your country. After the list of User's Guides appears, select the Guide you want.

### Viewing Documentation (Macintosh)

You can view and download User's Guides from the Brother Solutions Center at: http://solutions.brother.com/.

Click **Manuals** on your model's page to download the documentation.

### 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

- Scanning
- ControlCenter
- Network Scanning

#### Presto! PageManager User's Guide

### NOTE

- Presto! PageManager must be installed before use.
- (Macintosh users) Presto! PageManager must be downloaded and installed before use (for further instructions, 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 or wired network.

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

## How to access the User's 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.

### **Google Cloud Print Guide**

This Guide provides information about how to configure your Brother machine to a Google account and use Google Cloud Print<sup>™</sup> 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 on a Wi-Fi network.

# Accessing Brother Support (Windows<sup>®</sup>)

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 Brother Support screen appears.

Multi-Fu	nction Center	brother
	Top Menu ≪	
Brother Support		
Brother Home Page		
S Brother Solutions Center		
Supplies Information		
Brother CreativeCenter		

- To access our website, click Brother Home Page.
- For the latest news and product support information, click Brother Solutions Center.
- To visit our website for original Brother Supplies, click Supplies Information.
- To access the Brother 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.

Visit the Brother Solutions Center at <u>http://solutions.brother.com/</u>.

Chapter 1

# **Control panel overview**

MFC-L8650CDW has a 3.7 in. (93.4 mm) Touchscreen LCD and Touchpanel.



#### 1 Touchscreen LCD (Liquid Crystal Display)

This is a Touchscreen LCD. You can access the menus and options by pressing them when they are displayed on this screen.

4



WiFi

#### 2 Touchpanel:

2 -

### Back

Press to go back to the previous menu level.

1

 $\square$ 

#

### Home

Press to return to the Home screen. The factory setting displays the date and time, but you can change the Home screen's default setting (see Setting the Ready screen on page 12.)

### Cancel

Press to cancel an operation.

#### Dial Pad

Press the numbers on the Touchpanel to dial telephone and fax numbers or to enter the number of copies.

#### () Power On/Off 3

Press () to turn on the machine.

Press and hold down () to turn off the machine. The Touchscreen LCD displays Shutting Down and stays on for a few seconds before going off.

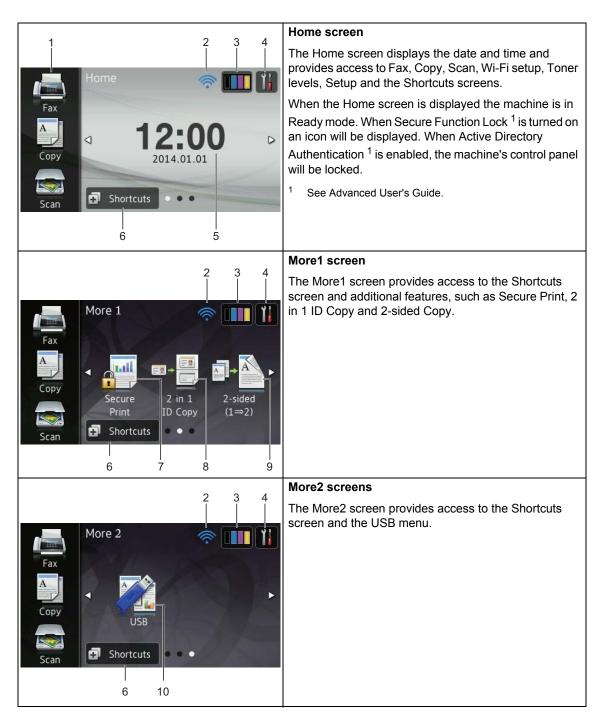
#### 4 WiFi

The Wi-Fi light is on when your Brother machine is connected to a wireless access point.

### Touchscreen LCD

You can select three types of screens for the Home screen. When the Home screen is displayed, you can change the displayed screen by swiping left or right, or pressing ◀ or ►.

The following screens display the machines status when the machine is idle.



### NOTE

Swiping is a type of user operation on the Touchscreen that is performed by brushing your finger across the screen to display the next page or item.



#### 1 Modes:

🔳 Fax

Lets you access Fax mode.

🔳 Сору

Lets you access Copy mode.

Scan

Lets you access Scan mode.

### 2 WIFI (WI-FI Setup)

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



You can easily configure the wireless

settings by pressing wiFi (for more information, see Software and Network User's Guide.)

3

### (Toner)

See the remaining toner life.

Press to access the Toner menu.

#### NOTE

The remaining toner life will vary depending on the types of documents printed and customer's usage.

### 4 (Settings)

Press to access the main settings (for more information, see *Settings screen* on page 11).

#### 5 Date and Time

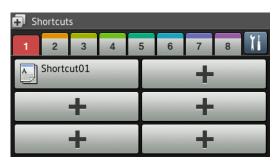
See the date and time that has been set in the machine.

#### 6 🗗 Shortcuts (Shortcuts)

Press to set up Shortcuts.

You can quickly copy, scan and send a fax using the options set as Shortcuts.

### NOTE



Eight Shortcut tabs are available. You can set up to six Shortcuts in each Shortcut tab. A total of 48 Shortcuts are available.

#### 7 Secure Print

Lets you access the secure print menu.

8 2 in 1 ID Copy

Lets you access the 2 in 1 ID copy preset.

Chapter 1

#### 9 2-sided Copy

Lets you access the 2-sided copy preset.

### 10 **USB**

Press to access the Direct Print and Scan to USB menus.

### 11 New Fax

When Fax Preview is set to On, you can see how many new faxes you received into the memory.



- This product adopts the font of ARPHIC TECHNOLOGY CO.,LTD.
- MascotCapsule UI Framework and MascotCapsule Tangiblet developed by HI CORPORATION are used. MascotCapsule is a registered trademark of HI CORPORATION in Japan.





### 12 Warning icon !



The warning icon **!** appears when there is an error or maintenance message; press Detail to view it, and then press

X to return to Ready mode.

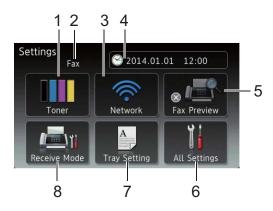
For details, see *Error and maintenance messages* on page 120.

### Settings screen

The Touchscreen displays the machines

settings when you press

You can check and access all the machine's settings from the following screen.



### 1 Toner

See the remaining toner life. Press to access the Toner menu.

### 2 Receive Mode (view)

See the current Receive Mode.

- 🔳 Fax
- Fax/Tel
- External TAD
- Manual

#### 3 Network

Press to set up a network connection.

A four level indicator on the screen shows the current wireless signal strength if you are using a wireless connection.

### 4

### (Date & Time)

See the date and time.

Press to access the Date & Time menu.

#### 5 Fax Preview

See the Fax Preview status.

Press to access the Fax Preview setting.

### 6 All Settings

Press to access the full settings menu.

### 7 Tray Setting

See the selected paper size. Press to change the paper size and paper type settings if needed.

#### 8 Receive Mode (setting)

Press to access the Receive Mode setting.

### Setting the Ready screen

Set the Ready screen to either Home, Morel or More2.

When the machine is idle or you press , the Touchscreen will return to the screen you set.



- **Press** All Settings.
- 3 Swipe up or down, or press ▲ or ▼ to display General Setup.
- 4 Press General Setup.
- 5 Swipe up or down, or press ▲ or ▼ to display Button Settings.
- 6 Press Button Settings.
- **7 Press** Home Button Settings.
- 8 Press Home, More1 or More2.
- 🥑 Press 🏹

The machine will go to your chosen Home screen.

### **Basic Operations**

Press your finger on the Touchscreen to operate it. To display and access all the screen menus or options, swipe left, right, up, down, or press ◀ ► or ▲ ▼ to scroll through them.

#### IMPORTANT

DO NOT press the Touchscreen with a sharp object, such as a pen or stylus. It may damage the machine.

The following steps explain how to change a setting in the machine. In this example, the Touchscreen Backlight setting is changed from Light to Med.

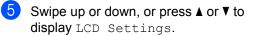


- 2 Press All Settings.
- Swipe up or down, or press ▲ or ▼ to display General Setup.





**Press** General Setup.

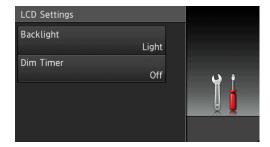


General Setup	
Tray Setting	
Volume	<b>ن</b> ب
LCD Settings	
Button Settings	



6 Press LCD Settings.

Press Backlight.





Press Med.

Backlight	
Light	
Med	• د
Dark	Ī

### NOTE

Press **S** to go back to the previous level.

9 Press 🏹.

# Shortcut Settings

You can add the fax, copy and scan settings you use most frequently by setting them as your Shortcuts. Later you can recall and apply these settings quickly and easily. You can add up to 48 Shortcuts.

### **Adding Copy Shortcuts**

The following settings can be included in a copy Shortcut:

- Quality
- Enlarge/Reduce
- Density
- Contrast
- Stack/Sort
- Page Layout
- Colour Adjust
- 2-sided Copy
- 2-sided Copy Page Layout
- Tray Use
- Remove Background Colour
- Press 🗊 Shortcuts
- Press a tab from 1 to 8.
- 3 Press + where you have not added a Shortcut.
- Press Copy.
- 5 Read the information on the Touchscreen, and then confirm it by pressing OK.
- 6 Swipe up or down, or press ▲ or ▼ to display the copy presets, and then press the preset you want.
  - Swipe up or down, or press ▲ or ▼ to display the available settings, and then press the setting you want.

8 Swipe up or down, or press ▲ or ▼ to display the available options for the setting, and then press the option you want.

Repeat steps 7 and 8 until you have selected all the settings for this Shortcut.

9 When you have finished changing the settings, press Save as Shortcut.

- Read and confirm the displayed list of settings you selected, and then press OK.
- Enter a name for the Shortcut using the keyboard on the machine's Touchscreen. (To help you enter characters, see Entering text on page 215.) Press OK.

12 Press OK to save your Shortcut.

### Adding Fax Shortcuts

The following settings can be included in a fax Shortcut:

- Address
- Fax Resolution
- 2-sided Fax
- Contrast
- Broadcasting
- Real Time TX
- Coverpage Setup
- Overseas Mode
- Glass Scan Size
- Press 🖬 Shortcuts
- Press a tab from 1 to 8.
- Press 🕂 where you have not added a Shortcut.
- Press Fax.

- 5 Read the information on the Touchscreen, and then confirm it by pressing OK.
- 6 Enter the fax or telephone number using the dial pad on the Touchpanel, the Address Book or the Call History on the Touchscreen. When you have finished, go to step 7.

#### NOTE

- You can enter up to 20 digits for a fax number.
- · If the Shortcut is to be used for broadcasting, press Options and select Broadcasting in step (8) before entering the fax or telephone number in step 6.
- · You can enter up to 20 fax numbers if the Shortcut is for broadcasting. The fax numbers can be entered in any combination of Group numbers from the Address Book, individual fax numbers from the Address Book or numbers entered manually (see Advanced User's Guide).
- · When you enter a fax number in a Shortcut, it will be added automatically to the Address Book. The name in the Address Book will be the Shortcut name plus a sequential number.

Press Options.

- 8 Swipe up or down, or press ▲ or ▼ to display the available settings, and then press the setting you want.
- 9 Press the option you want. Repeat steps (3) and (9) until you have selected all the settings for this Shortcut. Press OK.
- 10 When you have finished changing the settings, press Save as Shortcut.
- Read and confirm the displayed list of settings you selected, and then press OK.

12 Enter a name for the Shortcut using the keyboard on the machine's Touchscreen. (To help you enter letters, see *Entering text* on page 215.) Press OK.

**13** Press OK to save your Shortcut.

### **Adding Scan Shortcuts**

The following settings can be included in a scan Shortcut:

to USB

- 2-sided Scan
- Scan Type
- Resolution
- File Type
- Glass Scan Size
- File Name
- File Size
- Remove Background Colour

to E-mail Server (Supported only after IFAX is downloaded)

- Address
- 2-sided Scan
- Scan Type
- Resolution
- File Type
- Glass Scan Size
- File Size

to OCR/to File/to Image/to E-mail

PC Select

to FTP/SFTP/to Network

Profile Name



Press 🗊 Shortcuts



Press a tab from 1 to 8.

- 3 Press + where you have not added a Shortcut.
- 4 Press Scan.
- Swipe up or down, or press ▲ or ▼ to display the type of scan you want, and then press it.
- 6 Do one of the following:
  - If you pressed to USB, read the information on the Touchscreen, and then press OK to confirm it. Go to step <sup>(3)</sup>.
  - If you pressed to E-mail Server, read the information on the Touchscreen, and then press OK to confirm it. Go to step 7.
  - If you pressed to OCR, to File, to Image or to E-mail, read the information on the Touchscreen, and then press OK to confirm it. Go to step 3.
  - If you pressed to FTP/SFTP or to Network, read the information on the Touchscreen, and then press OK to confirm it.

Swipe up or down, or press ▲ or ▼ to display the Profile Name, and then press it.

Press OK to confirm the Profile Name you have selected. Go to step ().

### NOTE

To add a Shortcut for to FTP/SFTP and to Network you must have added the Profile Name beforehand.



Do one of the following:

To enter an E-mail address manually, press Manual. Enter the E-mail address using the keyboard on the machine's Touchscreen. (To help you enter letters, see Entering text on page 215.)

Press OK.

To enter an E-mail address from the Address Book, **press** Address Book. Swipe up or down, or press ▲ or ▼ to display the E-mail address you want, and then press it.

Press OK.

After you confirm the E-mail address you entered, press OK. Go to step (9).

#### NOTE

Press Detail to view the list of addresses you have entered.

- 8 Do one of the following:
  - When the machine is connected to a computer using a USB connection:

Press OK to confirm USB is selected as the PC Name. Go to step ().

When the machine is connected to a network:

Swipe up or down, or press ▲ or ▼ to display the PC Name, and then press it. Press OK to confirm the PC Name you selected. Go to step ().

- Press Options.
- Swipe up or down, or press ▲ or ▼ to display the available settings, and then press the setting you want.
- Swipe up or down, or press ▲ or ▼ to display the available options for the setting, and then press the option you want.

Repeat steps () and () until you have selected all the settings for this Shortcut. Press OK.

- 12 Review the settings you have selected:
  - If you need to make additional changes, return to step (9).
  - If you are satisfied with your changes, press Save as Shortcut.
- **13** Review your settings on the Touchscreen, and then press OK.
- 64 Enter a name for the Shortcut using the keyboard on the machine's Touchscreen. (To help you enter letters, see Entering text on page 215.) Press OK.
- 15 Read the information on the Touchscreen, and then press OK to save your Shortcut.

### Changing Shortcuts

You can change the settings in a Shortcut.

#### Press 🖬 Shortcuts

- Press a tab from 1 to 8 to display the Shortcut you want to change.
- 3 Press the Shortcut you want. The settings for the Shortcut that you chose are displayed.
- 4 Change the settings for the Shortcut you chose in step (3) (for more information, see Shortcut Settings on page 13).
- 5 When you have finished changing settings, press Save as Shortcut.
- 6 Press OK to confirm.
  - Do one of the following:
    - To overwrite the Shortcut, press Yes. Go to step 9.
    - If you do not want to overwrite the Shortcut, press No to enter a new Shortcut name. Go to step 8.



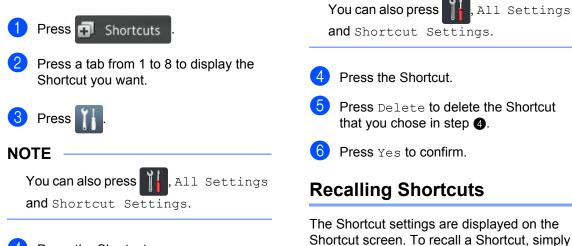
8 To create a new Shortcut, hold down

Ito delete the current name, and then enter a new name using the keyboard on the machine's Touchscreen. (To help you enter letters, see Entering text on page 215.) Press OK.

Press OK to confirm.

### **Editing Shortcut Names**

You can edit a Shortcut name.



- Press the Shortcut.
- Press Edit Shortcut Name.
- 🏮 To edit the name, hold down 💌 to delete the current name, and then enter a new name using the keyboard on the machine's Touchscreen. (To help you enter letters, see Entering text on page 215.) Press OK.

### **Deleting Shortcuts**

You can delete a Shortcut. 1 🛛 Press 📊 Shortcuts Press a tab from 1 to 8 to display the Shortcut you want. Press 3 NOTE You can also press All Settings and Shortcut Settings. Press the Shortcut. 5 Press Delete to delete the Shortcut that you chose in step 4. Press Yes to confirm. **Recalling Shortcuts** 

The Shortcut settings are displayed on the

press the Shortcut name.

# Set the date and time

The Touchscreen displays the date and time. You can also add the current date and time to each fax you send by setting your Station ID (see *Enter personal information (Station ID)* on page 18).



- 3 Press Date.
- 4 Enter the last two digits of the year using the numbers on the Touchscreen, and then press OK.

Date	i T			
Year	r:20 <mark>1</mark>	4		
	1	2	3	
	4	5	6	
	7	8	9	
		0		ок

(e.g., Enter 1, 4 for 2014.)

- 5 Enter the two digits for the month using the numbers on the Touchscreen, and then press OK.
- 6 Enter the two digits for the day using the numbers on the Touchscreen, and then press OK.
- 7 Press Time.
- 8 Enter the time in 24-hour format using the numbers on the Touchscreen, and then press OK.
- 9 Press 🏠.

# Enter personal information (Station ID)

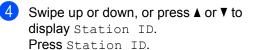
Set the machine's Station ID if you want the date and time to appear on each fax you send.



Press All Settings.

Swipe up or down, or press ▲ or ▼ to display Initial Setup.

**Press** Initial Setup.



5 Press Fax.

- 6 Enter your fax number (up to 20 digits) using the numbers on the Touchscreen, and then press OK.
- 7 Press Tel.
- 8 Enter your telephone number (up to 20 digits) using the numbers on the Touchscreen, and then press OK. If your telephone number and fax number are the same, enter the same number again.

#### Press Name.

Use the Touchscreen to enter your name (up to 10 characters for Chinese or 20 characters for alphanumeric), and then press OK.

#### NOTE

 If you choose Chinese when you set your language, you can enter the name in Chinese. Enter the name in pinyin, and

then press 转换 to choose the Chinese character you want to enter.

To enter numbers or special characters,

press A 1 @ repeatedly until the character you want to enter appears, then press the character you want.

- If you entered a character incorrectly and want to change it, press 
   If or 
   If or 
   If one to move the cursor to the incorrect character, then press 
   If one to the incorrect character, then
- To enter a space, press Space.
- For more details, see *Entering text* on page 215.



# **Volume settings**

### **Ring volume**

You can choose from a range of ring volume levels.

1	Press
2	Press All Settings.
3	Swipe up or down, or press ▲ or ▼ to display General Setup.
4	<b>Press</b> General Setup.
5	Swipe up or down, or press ▲ or ▼ to display Volume.
6	Press Volume.
7	Press Ring.
8	Press Off, Low, Med or High.
9	Press

### **Beeper volume**

When the beeper is on, the machine will beep when you press a button, make a mistake, or after you send or receive a fax. You can choose from a range of volume levels.



- **2 Press** All Settings.
- 3 Swipe up or down, or press ▲ or ▼ to display General Setup.
- 4 Press General Setup.
- 5 Swipe up or down, or press ▲ or ▼ to display Volume.
- 6 Press Volume.
- **7** Press Beep.
- 8 Press Off, Low, Med or High.
- 9 Press **[**].

### Speaker volume

You can choose from a range of speaker volume levels.

1	Press
2	Press All Settings.
3	Swipe up or down, or press ▲ or ▼ to display General Setup.
4	<b>Press</b> General Setup.
5	Swipe up or down, or press ▲ or ▼ to display Volume.
6	Press Volume.
7	<b>Press</b> Speaker.
8	Press Off, Low, Med or High.
9	Press

2

# Loading paper

# Loading paper and print media

The machine can feed paper from the standard paper tray, multi-purpose tray or optional lower tray.

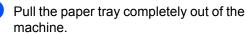
### NOTE

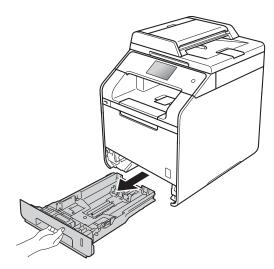
If your application software supports paper size selection on the print menu, you can select it through the software. If your application software does not support it, you can set the paper size in the printer driver or by pressing the buttons on the Touchscreen.

### Loading paper in the standard paper tray and the optional lower tray

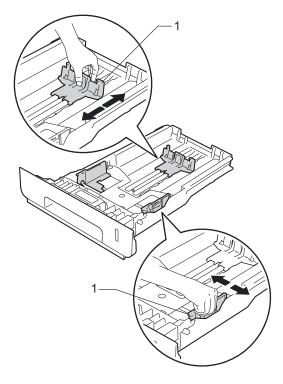
You can load up to 250 sheets in the standard paper tray (Tray 1). You can also load up to 500 sheets in the optional lower tray (Tray 2). Paper can be loaded up to the maximum paper mark ( $\nabla \nabla \nabla$ ) on the right side of the paper tray (for recommended paper, see *Acceptable paper and other print media* on page 32).

# Printing on plain paper, thin paper or recycled paper from Tray 1 and Tray 2

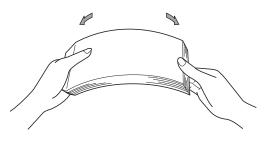




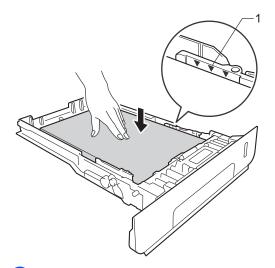
2 While pressing the blue paper-guide release levers (1), slide the paper guides to fit the paper you are loading in the tray. Make sure the guides are firmly in the slots.



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

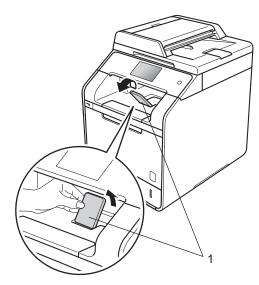


- 4 Load paper in the tray and make sure:
  - The paper is below the maximum paper mark (▼ ▼ ▼) (1), as overfilling the paper tray will cause paper jams.
  - The side to be printed on is *face down*.
  - The paper guides touch the sides of the paper so it will feed correctly.



5 Put the paper tray *firmly* back in the machine. Make sure the tray is completely inserted into the machine.

6 Lift up the support flap (1) to prevent paper from sliding off the face-down output tray, or remove each page as soon as it comes out of the machine.



Send the print job to the machine.

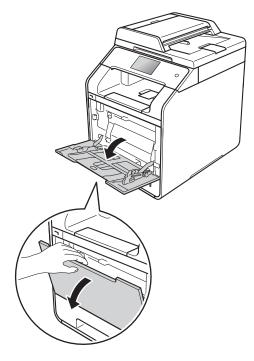
### Loading paper in the multipurpose tray (MP tray)

You can load up to three envelopes, one sheet of glossy paper, other special print media, or up to 50 sheets of plain paper in the MP tray. Use this tray to print or copy on thick paper, bond paper, labels, envelopes or glossy paper. (For the recommended paper to use, see Acceptable paper and other print media on page 32).

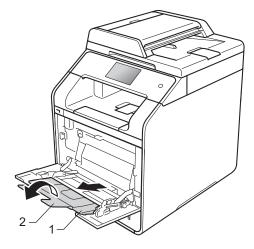
### Printing on plain paper, thin paper, recycled paper, bond paper or glossy paper from the MP tray



Open the MP tray and lower it gently.



Pull out the MP tray support (1) and unfold the flap (2).



2

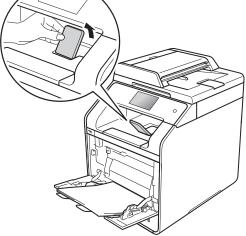
1

- 3 Load paper in the MP tray and make sure:
  - The paper stays under the maximum paper tab (1).
  - The top edge of the paper is positioned between the  $\frown$  and  $\blacktriangledown$ arrows (2).
  - The side to be printed on must be face up with the leading edge (top of the paper) in first.
  - The paper guides touch the sides of the paper so it will feed correctly.

comes out of the machine.

4 Lift up the support flap to prevent paper

from sliding off the face-down output tray, or remove each page as soon as it





2

Send the print job to the machine.

### NOTE

When you are using glossy paper, put only one sheet at a time in the MP tray to avoid a paper jam.

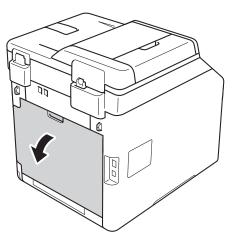
# Printing on thick paper, labels and envelopes from the MP tray

When the back cover (face-up output tray) is pulled down, the machine has a straight paper path from the MP tray through to the back of the machine. Use this paper feed and output method when you want to print on thick paper, labels or envelopes. (For recommended paper to use, see *Acceptable paper and other print media* on page 32 and *Envelopes* on page 35.)

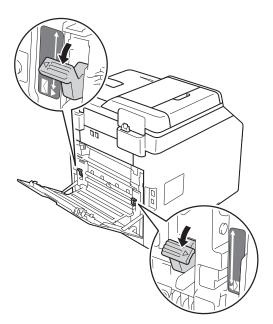
Before loading, press the corners and sides of the envelopes to make them as flat as possible.



Open the back cover (face-up output tray).

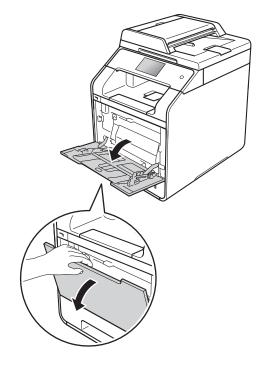


2 (For printing envelopes only) Pull down the two grey levers, one on the left side and one on the right side, as shown in the illustration below.





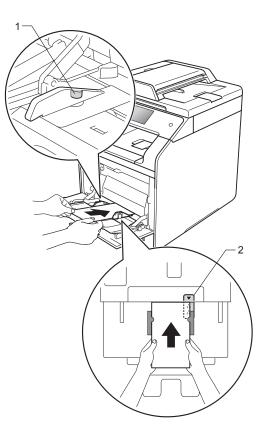
Open the MP tray and lower it gently.



4 Pull out the MP tray support (1) and unfold the flap (2).



- 5 Load paper, labels or envelopes in the MP tray. Make sure:
  - The number of envelopes in the MP tray does not exceed three.
  - The paper, labels or envelopes stay under the maximum paper tab (1).
  - The top edge of the paper is
    - positioned between the  $\blacktriangle$  and  $\checkmark$  arrows (2).
  - The side to be printed on must be face up.





6 Send the print job to the machine.

#### NOTE

- · Remove each envelope as soon as it has been printed. Stacking the envelopes may cause them to jam or curl.
- · If envelopes or thick paper get smudged during printing set the Media Type to Env. Thick or Thicker Paper to increase the fixing temperature.
- · If the envelopes are creased after they are printed, see Improving the print quality on page 151.
- If your thick paper curls during printing, load only one sheet at a time in the MP tray.
- · Envelope joints that are sealed by the manufacturer should be secure.
- · All sides of the envelope should be correctly folded without wrinkles or creases.
- 7 (For printing envelopes only) When you have finished printing, reset the two grey levers that you pulled down in step 2 back to their original positions.
- 8 Close the back cover (face-up output tray).

#### NOTE

- · For 2-sided printing of copies and received faxes, see Advanced User's Guide.
- For 2-sided printing using your computer, see Software and Network User's Guide.

# Unscannable and unprintable areas

The figures in the table show maximum unscannable and unprintable areas. These areas may vary depending on the paper size or settings in the application you are using.

	Usage	Document	Тор (1)	Left (2)
1		Size	Bottom (3)	Right (4)
	Fax (Sending)	Letter	3 mm	4 mm
		A4	3 mm	(ADF) 1 mm (Scanner Glass) 3 mm
↑ 3		Legal	3 mm	4 mm
	Copy <sup>*</sup>	Letter	4 mm	4 mm
	*a single copy or a 1 in 1 copy	A4	4 mm	3 mm
		Legal	4 mm	4 mm
	Scan	Letter	3 mm	3 mm
		A4	3 mm	3 mm
		Legal (ADF)	Approx. 3 mm	Approx. 3 mm
	Print	Letter	4.2 mm	4.2 mm
		A4	4.2 mm	4.2 mm
		Legal	4.2 mm	4.2 mm

# Paper settings

# Paper Size

When you change the size of paper in the tray, you must also change the setting for paper size at the same time so your machine can fit the document or an incoming fax on the page.

You can use the following sizes of paper.

#### For printing copies:

A4, Letter, Legal, Executive, B5(JIS), A5, A5 L (Long Edge), A6 and Folio (215.9 mm  $\times$  330.2 mm)

#### For printing faxes:

A4, Letter, Legal or Folio (215.9 mm  $\times$  330.2 mm)



- **Press** Tray Setting.
- Press Paper Size.
- 4 Press MP Tray, Tray #1 or Tray #2<sup>1</sup>.
- Swipe up or down, or press ▲ or V to display A4, Letter, B5(JIS), B5(ISO)<sup>2</sup>, A5, A5(Long Edge)<sup>3</sup>, A6<sup>3</sup>, Executive, Legal, Folio, Com-10<sup>2</sup>, Monarch<sup>2</sup>, C5<sup>2</sup>, DL<sup>2</sup>, 16K(195x270mm), 16K(184x260mm), 16K(197x273mm), and press the option you want.

# 6 Press 🏠

- <sup>1</sup> Tray #2 appears only if the optional lower tray is installed.
- 2 MP Tray only
- 3 MP Tray and Tray #1 only

#### NOTE

- When an appropriate size is not in the tray, received faxes will be stored in the machine's memory and Size mismatch will appear on the Touchscreen (for more information, see *Error and maintenance messages* on page 120).
- If the tray is out of paper and received faxes are in the machine's memory, No Paper will appear on the Touchscreen. Insert paper in the empty tray.

# Paper Type

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

# 1 Press 🚻

- 2 Press Tray Setting.
- **3 Press** Paper Type.
- Press MP Tray, Tray #1 or Tray #2<sup>1</sup>.
- 5 Swipe up or down, or press ▲ or ▼ to display Thin, Plain Paper, Thick<sup>2</sup>, Thicker<sup>2</sup>, Recycled Paper, Bond Paper<sup>2</sup>, Label<sup>2</sup>, Envelope<sup>2</sup>, Env. Thin<sup>2</sup>, Env. Thick<sup>2</sup>, Glossy Paper<sup>2</sup>, and press the option you want.

# 6 Press 🏠

- 1 Tray #2 appears only if the optional lower tray is installed.
- 2 MP Tray only

# Tray Use in Copy mode

You can change the priority tray that the machine will use for printing copies.

When you choose Tray#1 Only, MP Only or Tray#2 Only<sup>1</sup>, the machine pulls the paper only from that tray. If the selected tray is out of paper, No Paper will appear on the Touchscreen. Insert the paper in the empty tray.

To change the tray setting follow the instructions below:



2 Press Tray Setting.

- **3 Press** Tray Use: Copy.
- Swipe up or down, or press ▲ or ▼ to choose Tray#1 Only, Tray#2 Only<sup>1</sup>, MP Only, MP>T1>T2<sup>1</sup>, MP>T2>T1<sup>1</sup>, T1>T2>MP<sup>1</sup> or T2>T1>MP<sup>1</sup>, and press the option you want.

# 5 Press 🊺

1 Tray#2 Only and T2 appear only if the optional lower tray is installed.

## NOTE

- When loading the documents in the ADF and MP>T1>T2, T1>T2>MP or T2>T1>MP is selected, the machine looks for the tray with the most suitable paper and pulls paper from that tray. If no tray has suitable paper, the machine pulls paper from the higher priority tray.
- When using the scanner glass, your document is copied from the higher priority tray even if more suitable paper is in another paper tray.

# Tray Use in Fax mode

You can change the default tray that the machine will use for printing received faxes.

When you choose Tray#1 Only, MP Only or Tray#2 Only<sup>1</sup>, the machine pulls the paper only from that tray. If the selected tray is out of paper, No Paper will appear on the Touchscreen. Insert the paper in the empty tray.

When you choose MP>T1>T2<sup>1</sup>, the machine pulls paper from the MP tray until it is empty, then from Tray 1, and then from Tray 2.

When you choose MP>T2>T1<sup>1</sup>, the machine pulls paper from the MP tray until it is empty, then from Tray 2, and then from Tray 1.

When you choose T1>T2>MP<sup>1</sup>, the machine pulls paper from Tray 1 until it is empty, then from Tray 2, and then from the MP tray.

When you choose T2>T1>MP<sup>1</sup>, the machine pulls paper from Tray 2 until it is empty, then from Tray 1, and then from the MP tray.

## NOTE

 You can use four sizes of paper for printing faxes: A4, Letter, Legal or Folio (215.9 mm × 330.2 mm).

When an appropriate size is not in any of the trays, received faxes will be stored in the machine's memory and Size mismatch will appear on the Touchscreen. (for more information, see *Error and maintenance messages* on page 120).

• If the tray is out of paper and received faxes are in the machine's memory, No Paper will appear on the Touchscreen. Insert paper in the empty tray.

1 Press 🎁

**Press** Tray Setting.

- Swipe up or down, or press ▲ or ▼ to display Tray Use: Fax.
- 4 Press Tray Use: Fax.
- 5 Swipe up or down, or press ▲ or ▼ to choose Tray#1 Only, Tray#2 Only<sup>1</sup>, MP Only, MP>T1>T2<sup>1</sup>, MP>T2>T1<sup>1</sup>, T1>T2>MP<sup>1</sup> or T2>T1>MP<sup>1</sup>, and press the option you want.

# 🙆 Press 🏹

1 Tray#2 Only and T2 appear only if the optional lower tray is installed.

# Tray Use in Print mode

You can change the default tray the machine will use for printing from your computer and for Direct Print.





Press Tray Setting.

3 Swipe up or down, or press ▲ or ▼ to display Tray Use: Print.

4 Press Tray Use: Print.

5 Swipe up or down, or press ▲ or ▼ to choose Tray#1 Only, Tray#2 Only<sup>1</sup>, MP Only, MP>T1>T2<sup>1</sup>, MP>T2>T1<sup>1</sup>, T1>T2>MP<sup>1</sup> or T2>T1>MP <sup>1</sup>, and press the option you want.

🙆 Press 🏹

<sup>1</sup> Tray#2 Only and T2 appear only if the optional lower tray is installed.

# Acceptable paper and other print media

Print quality may vary according to the type of paper you are using.

You can use the following types of print media: plain paper, thin paper, thick paper, thicker paper, bond paper, recycled paper, labels, envelopes or glossy paper (see *Print media* on page 220).

For best results, follow these instructions:

- DO NOT load different types of paper in the paper tray at the same time because it may cause the paper to jam or misfeed.
- For correct printing, you must choose the same paper size from your software application as the paper in the tray.
- Avoid touching the printed surface of the paper immediately after printing.
- Before you buy a lot of paper, test a small quantity to make sure the paper is appropriate for the machine.
- Use labels that are designed for use in laser machines.

# Recommended paper and print media

Paper Type	Item
Plain paper	APP Blue Flag Ship 70 g/m <sup>2</sup>
	APP Gold Flag Ship 80 g/m <sup>2</sup>
	Advanced Agro Double A 80g/m <sup>2</sup>

# Paper type and size

The machine feeds paper from the installed standard paper tray, multi-purpose tray or optional lower tray.

# The names for the paper trays in the printer driver and this Guide are as follows:

Tray and optional unit	Name
Multi-purpose tray	MP tray
Standard paper tray	Tray 1
Optional lower tray unit	Tray 2

Loading paper

# **Paper Tray Capacity**

	Paper size	Paper types	No. of sheets
Multi-purpose tray (MP tray)	Width: 76.2 to 215.9 mm Length: 127 to 355.6 mm	Plain paper, Thin paper, Thick paper, Thicker paper, Recycled paper, Bond paper, Labels, Envelopes, Env. Thin, Env.Thick and Glossy paper <sup>1</sup>	up to 50 sheets (80 g/m <sup>2</sup> ) 3 Envelopes 1 Glossy paper
Standard paper tray (Tray 1)	A4, Letter, Legal, B5 (JIS), Executive, A5, A5 (Long Edge) <sup>2</sup> , A6 <sup>2</sup> ,	Plain paper, Thin paper and Recycled paper	up to 250 sheets (80 g/m <sup>2</sup> )
Optional lower tray (Tray 2)	Folio <sup>3</sup> , 16K(195x270mm), 16K(184x260mm), 16K(197x273mm),		up to 500 sheets (80 g/m <sup>2</sup> )

<sup>1</sup> Load only one sheet of Glossy in the MP tray.

<sup>2</sup> Tray 2 does not support.

 $^3$  Folio size is 215.9 mm  $\times$  330.2 mm.

### **Recommended paper specifications**

The following paper specifications are appropriate for this machine.

Basis weight	70-90 g/m <sup>2</sup>
Thickness	80-110 μm
Roughness	Higher than 20 sec.
Stiffness	90-150 cm <sup>3</sup> /100
Grain direction	Long grain
Volume resistivity	10e <sup>9</sup> -10e <sup>11</sup> ohm
Surface resistivity	10e <sup>9</sup> -10e <sup>12</sup> ohm-cm
Filler	CaCO <sub>3</sub> (Neutral)
Ash content	Below 23 wt%
Brightness	Higher than 80%
Opacity	Higher than 85%

■ Use plain paper that is appropriate for laser/LED machines to make copies.

■ Use paper that is 70 to 90 g/m<sup>2</sup>.

- Use long grain paper with a neutral Ph value, and a moisture content of approximately 5%.
- This machine can use recycled paper that meets DIN 19309 specifications.

# Handling and using special paper

The machine is designed to work well with most types of xerographic and bond paper. However, some paper variables may have an effect on print quality or handling reliability. Always test samples of paper before purchasing to ensure desirable performance. Store paper in its original packaging and keep it sealed. Keep the paper flat and away from moisture, direct sunlight and heat.

Some important guidelines when selecting paper are:

- DO NOT use inkjet paper because it may cause a paper jam or damage your machine.
- Preprinted paper must use ink that can withstand the 200 °C temperature of the machine's fusing process.
- If you use bond paper, paper that has a rough surface, or paper that is wrinkled or creased, the paper may exhibit degraded performance.

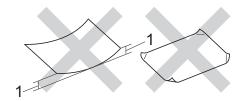
## Types of paper to avoid

#### IMPORTANT

Some types of paper may not perform well or may cause damage to your machine.

DO NOT use paper:

- that is highly textured
- · that is extremely smooth or shiny
- · that is curled or warped



- 1 A curl of 2 mm or greater may cause jams to occur.
- that is coated or has a chemical finish
- · that is damaged, creased or folded
- that exceeds the recommended weight specification in this guide
- · with tabs and staples
- with letterheads using low temperature dyes or thermography
- · that is multipart or carbonless
- · that is designed for inkjet printing

The types of paper listed above may damage your machine. This damage is not covered under any Brother warranty or service agreement.

### Envelopes

The machine is designed to work well with most envelopes. However, some envelopes may have feed and print quality problems because of the way they have been made. Envelopes should have edges with straight, well-creased folds. Envelopes should lie flat and not be of baggy or flimsy construction. Use only quality envelopes from a supplier who understands that you will be using the envelopes in a laser machine.

Envelopes can only be fed through the multipurpose tray.

We recommend that you print a test envelope to make sure the print results are what you want.

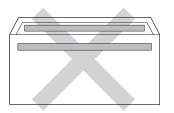
#### Types of envelopes to avoid

#### IMPORTANT

DO NOT use envelopes:

- that are damaged, curled, wrinkled or an unusual shape
- · that are extremely shiny or textured
- with clasps, staples, snaps or tie strings
- · with self-adhesive closures
- · that are of a baggy construction
- · that are not sharply creased
- that are embossed (raised writing)
- that were previously printed by a laser or LED machine
- that are pre-printed on the inside
- that cannot be arranged neatly when stacked
- that are made of paper that weighs more than the paper weight specifications for the machine
- with edges that are not straight or consistently square
- with windows, holes, cut-outs or perforations

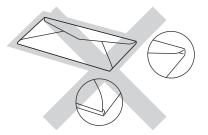
• with glue on the surface as shown in the figure below



• with double flaps as shown in the figure below



- with sealing flaps that are not folded down when purchased
- with each side folded as shown in the figure below



If you use any of the types of envelopes listed above, they may damage your machine. This damage may not be covered under any Brother warranty or service agreement.

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

#### Labels

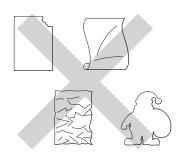
The machine will print on most types of labels designed for use with a laser machine. Labels should have an adhesive that is acrylic-based since this material is more stable at the high temperatures in the fuser unit. Adhesives should not come in contact with any part of the machine, because the label stock may stick to the drum unit or rollers and cause jams and print quality problems. No adhesive should be exposed between the labels. Labels should be arranged so that they cover the entire length and width of the sheet. Using labels with spaces may result in labels peeling off and causing serious jams or print problems.

All labels used in this machine must be able to withstand a temperature of 200 °C for a period of 0.1 seconds.

Labels can only be fed through the multipurpose tray.

### Types of labels to avoid

Do not use labels that are damaged, curled, wrinkled or an unusual shape.



### IMPORTANT

- DO NOT feed part used label sheets. The exposed carrier sheet will damage your machine.
- DO NOT reuse or insert labels that have previously been used or are missing a few labels on the sheet.
- Label sheets should not exceed the paper weight specifications described in this User's Guide. Labels exceeding this specification may not feed or print correctly and may cause damage to your machine.

3

# Loading documents

# How to load documents

You can send a fax, make copies, and scan from the ADF (Automatic Document Feeder) and the scanner glass.

# Using the automatic document feeder (ADF)

The ADF can hold up to 35 pages and feeds each sheet individually. We recommend you use standard 80 g/m<sup>2</sup> paper and always fan the pages before putting them in the ADF.

## **Document Sizes Supported**

Length:	147.3 to 355.6 mm
Width:	147.3 to 215.9 mm
Weight:	64 to 90 g/m <sup>2</sup>

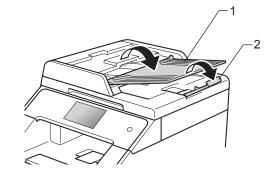
## How to load documents

## IMPORTANT

- DO NOT leave thick documents on the scanner glass. If you do this, the ADF may jam.
- DO NOT use paper that is curled, wrinkled, folded, ripped, stapled, paperclipped, pasted or taped.
- DO NOT use cardboard, newspaper or fabric.
- To avoid damaging your machine while using the ADF, DO NOT pull on the document while it is feeding.

## NOTE

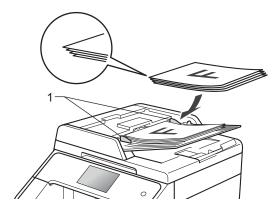
- To scan documents that are not appropriate for the ADF, see Using the scanner glass on page 38.
- It is easier to use the ADF if you are loading a multiple page document.
- Make sure documents with correction fluid or written with ink are completely dry.
- Unfold the ADF document support (1). Lift up and unfold the ADF document output support flap (2).





Fan the pages well.

Stagger the pages of your document face up top edge first, in the ADF until the Touchscreen displays ADF Ready and you feel the top page touch the feed rollers. 4 Adjust the paper guides (1) to fit the width of your document.



#### NOTE

To scan non-standard documents, see *Using the scanner glass* on page 38.

# Using the scanner glass

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

## **Document Sizes Supported**

Length:	Up to 297.0 mm
Width:	Up to 215.9 mm
Weight:	Up to 2.0 kg

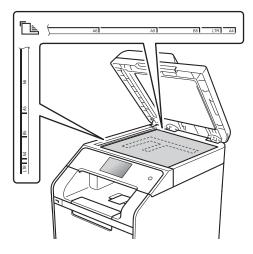
### How to load documents

#### NOTE

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

Lift the document cover.

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





3 Close the document cover.

## IMPORTANT

If the document is a book or is thick do not slam the cover or press on it.

4

# Sending a fax

# How to send a fax

The following steps explain how to send a fax. To send multiple pages use the ADF.

Do one of the following to load your document:

- Place the document face up in the ADF (see Using the automatic document feeder (ADF) on page 37).
- Load your document face down on the scanner glass (see Using the scanner glass on page 38).
- 2 Do one of the following:
  - When Fax Preview is set to Off, press Fax.
  - When Fax Preview is set to On, press Fax and Sending Faxes.



■ The Touchscreen shows:



To change fax sending settings, press
 Options. Swipe up or down, or press
 ▲ or ▼ to scroll through the fax settings.
 When the setting you want is displayed, press it and choose your new option.
 When you have finished changing the options, press OK.

#### (Advanced User's Guide)

For the following advanced fax sending operations and settings, see Advanced User's Guide:

- 2-sided Fax
- Contrast
- Fax Resolution
- Broadcasting
- Real Time TX
- Overseas Mode
- Delayed Fax
- Batch TX
- Coverpage Note
- Coverpage Setup
- Choose one of the options below:
  - To send a 1-sided document, go to step 6.
  - To send a 2-sided document, choose the 2-sided scanning format for your 2-sided document as follows:

**Press** Options.

Swipe up or down, or press ▲ or ▼ to display 2-sided Fax and press 2-sided Fax.

Press 2-sided Scan: Long Edge
Of 2-sided Scan: Short Edge.

Press OK.

#### NOTE

You can send 2-sided documents from the ADF.

Chapter 4

5 Enter the fax number.

### Using the dial pad Using the Address Book

Address Book

#### Using call history

Call History

(For more information, see *How to dial* on page 55.)

6 Press Fax Start.

#### Faxing from the ADF

The machine starts scanning the document.

#### Faxing from the scanner glass

If Real Time TX is On, the machine will send the document without asking if there are additional pages to scan.

When Real Time TX is Off:

If you press Fax Start, the machine starts scanning the first page.

When the Touchscreen displays Next Page?, do one of the following:

- To send a single page, press No. The machine starts sending the document.
- To send more than one page, press Yes and place the next page on the scanner glass. Press OK. The machine starts scanning the page. (Repeat this step for each additional page.)

# Stop faxing

To stop faxing, press 🗙

# Faxing Letter size documents from the scanner glass

When faxing Letter size documents, you must set the scan glass size to Letter; otherwise, a portion of your faxes will be missing.

- Do one of the following:
  - When Fax Preview is set to Off,

press 📠 (Fax).

When Fax Preview is set to On, press

(Fax) and Sending Faxes.

- 2 Press Options.
- 3 Swipe up or down, or press ▲ or ▼ to display Glass Scan Size.
- 4 Press Glass Scan Size.
- 5 Press Letter.
- 6 Press OK.

# Cancelling a fax in process

Press to cancel the fax. If you press while the machine is dialling or sending, the Touchscreen will display Cancel Job?.

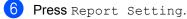
Press Yes to cancel the fax.

# Transmission Verification Report

You can use the Transmission Verification Report as proof that you sent a fax. This report lists the receiving party's name or fax number, the time and date of transmission, duration of 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 factory 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.
- No Report: Does not print a report at all.
- 1 Press
- 2 Press All Settings.
- 3 Swipe up or down, or press ▲ or ▼ to display Fax.
- 4 Press Fax.
- 5 Swipe up or down, or press ▲ or ▼ to display Report Setting.



- Press XMIT Report.
- 8 Press On, On+Image, Off, Off+Image or No Report.

# 9 Press 🏹.

#### NOTE

- If you choose On+Image or Off+Image, the image will not appear on the Transmission Verification Report if Real Time Transmission is set to On.
- If the 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**

By default, your machine will automatically receive any faxes that are sent to it. The diagrams below will help you choose the correct mode. (For more detailed information about the receive modes, see *Using receive modes* on page 43.)

Touchscreen Display	Factory Default Ring Delay
Fax	Ring Delay: 2 times
	Fax detection: On
Fax/Tel	Ring Delay: 2 times
	F/T Ring Time: 20 seconds
Manual	
External TAD	

To set the receive mode follow the instructions below.

- 1 Press 🕌
- 2 Press All Settings.
- 3 Swipe up or down, or press ▲ or ▼ to display Fax.
- 4 Press Fax.
- 5 Swipe up or down, or press ▲ or ▼ to display Setup Receive.
- 6 Press Setup Receive.
- 7 Swipe up or down, or press **▲** or **▼** to display Receive Mode.
- 8 Press Receive Mode.
- 9 Press Fax, Fax/Tel, External TAD or Manual.
- 🚺 Press 🏹.

To see the current receive mode, press

on the Touchscreen.

# Using receive modes

Mode	Function	Help
Fax	Each call recognized as fax and send fax signal. However, you can answer the call within the number of rings.	Factory setting of Ring Delay is 2 (0-10 times available, please see Ring Delay on page 41). After ringing 2 times, the fax machine send faxreceiving signals automatically;
		Tip: If your machine is connecting an external answering phone device, and often use it to answer incoming calls, you could set the ring time through 4 to 6 times.
		Within the recommended ringing times, you can use the external answering phone device to answer and talk. <sup>1</sup>
Fax/Tel	Automatically determine whether the incoming call is telephone or fax calls.	Factory setting of Ring Delay is 2 (0-10 times available, see Ring Delay on page 41). F/T ring time (a fast double-ring) is 20 seconds.
	Non-Fax call will make a fast double-ring to inform you answer the phone.	According to incoming call after the fax machine rings 2 times:
		1) For the fax call, send fax received signal;
		<ol> <li>For the telephone call, make a fast double- ring, waiting for you answer the phone.</li> </ol>
		Tip: If your machine is connecting an external answering phone device, you could set the ringing time through 4 to 6 times to answer the call. <sup>1</sup>
Manual	Machine doesn't recognize each call, only as a common phone call that you need to determine	Answering the call, or if the caller wants to send you a fax, press Fax Start button (under easy mode) to receive faxes.
	after answering the phone.	Tip: If your machine is connecting an external answering phone device, you can use the external answering phone device to answer and talk. <sup>1</sup>
External TAD	The external answering machine (TAD) automatically answers every call. Voice messages are stored on the external TAD. Fax	Use this mode if you have connected an external answering machine to your machine. The TAD setting works only with an external answering machine.
	messages are printed.	Note: Ring Delay and F/T Ring Time do not work in this setting.

<sup>1</sup> If the caller wants to send a fax during a call or the caller sends you a fax call, please press Fax Start button (under easy mode) on the Touchscreen of the machine or press \*51 keys on the external answering phone device (You have to turn on the remote codes, see Using Remote Codes on page 51 to give fax receiving signals).

# **Receive Mode settings**

# **Ring Delay**

The Ring Delay setting sets the number of times the machine rings before it answers in Fax and Fax/Tel modes.

If you have external or extension telephones on the same line as the machine, choose the maximum number of rings (see Fax Detect on page 45 and Operation from external or extension telephones on page 53).



2 Press All Settings.

- 3 Swipe up or down, or press ▲ or ▼ to display Fax.
- 4 Press Fax.
- 5 Swipe up or down, or press ▲ or ▼ to display Setup Receive.



- Swipe up or down, or press ▲ or ▼ to display Ring Delay.
- 8 Press Ring Delay.
- 9 Press to choose how many times the line rings before the machine answers.



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

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

If the call is a fax, then your machine will receive it; however, if it is a voice call the machine will sound the F/T ring (pseudo/double-ring) for 20 seconds. If you hear the F/T ring it means that a voice caller is 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 (for more information, see Using Remote Codes on page 53).

## NOTE

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

Receiving a fax

# Fax Detect

### If Fax Detect is On:

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

## If Fax Detect is Off:

If you are at the machine and answer a fax call first by lifting the external handset, then press Fax Start to receive the Fax. (If you set Fax Mode to Advanced Mode, Press Fax Start, and then press Receive.)

If you answered at an extension telephone press **\*51** (see Operation from external or extension telephones on page 53).

## NOTE

- If this feature is set to On, but your machine does not connect a fax call when you lift an extension telephone handset, press the fax receive code \*51.
- · If you send faxes from a computer on the same telephone line and the machine intercepts them, set Fax Detect to Off.
- 1 Press
- 2 Press All Settings.
- Swipe up or down, or press ▲ or ▼ to display Fax.
- 4 Press Fax.
- 5 Swipe up or down, or press ▲ or ▼ to display Setup Receive.
- 6 Press Setup Receive.
- Swipe up or down, or press ▲ or ▼ to display Fax Detect.

- 8 Press Fax Detect.
- Press On (or Off).

10 Press 🏹.

# Fax Preview (Black and White only)

# How to preview a received fax

You can view received faxes on the

Touchscreen by pressing [[mail] (Fax) and

then 🛺 (Received Faxes). When the

machine is in Ready mode, a pop-up message will appear on the Touchscreen to alert you of new faxes.

## **Setting Fax Preview**



🚮 (Fax Preview).

- 3 Press On (or Off).
- 4 Press Yes.

Press

- 5 The Touchscreen will tell you that any future faxes will not be printed as you receive them. Press Yes.
- 6 Press 🏹

## NOTE

When Fax Preview is turned on, a backup copy of received faxes will not be printed for Fax Forwarding and PC-FAX Receiving operations, even if you set Backup Print to On.

## **Using Fax Preview**

When you receive a fax, you will see a pop-up message on the Touchscreen. (For example: New Fax(es):01 [View])

1 Press View.

The Touchscreen displays the fax list.

#### NOTE

- Although printed faxes show the received date and time when Fax Receive Stamp is turned on, the Fax Preview screen will not display the received date and time.
- The fax list includes the old faxes and the new fax. The new fax is indicated by a blue mark next to the fax.
- To see a fax that has already been previewed, press Fax and Received Faxes.
- 2 Swipe up or down, or press ▲ or ▼ to display the fax number of the fax you want.
- 3 Press the fax you want.

#### NOTE

- If your fax is large there may be a delay before it is displayed.
- The Touchscreen displays the current page number and total pages of the fax message. When your fax message is over 99 pages the total number of pages will be shown as "xx."

Press the Touchscreen or Touchpanel to perform the following operations.

	Description
(•	Enlarge the fax.
Q	Reduce the fax.
🔺 or 💌	Scroll vertically.
🖪 or 🕨	Scroll horizontally.
	Rotate the fax clockwise.
	Delete the fax.
<u></u>	Press Yes to confirm.
	Go back to the previous page.
	Go to the next page.
Ĵ	Go back to the fax list.
Start	Print the fax.

4 Press

## How to print a fax



**Press** Received Faxes.

- Oress the fax you want.
- 4 Press Start to confirm the fax to print.
- 5 Do one of the following:
  - Press Print All Pages to print all pages.
  - Press Print Displayed Only to print the displayed page only.
  - Press Print From Displayed to print from the displayed page to the last page.

6 When the Touchscreen displays Delete all pages?, do one of the following:

- Press Yes to delete all pages of the fax you have printed.
- Press No to save the fax you have printed.
- 7 Press 🏠

# How to print or delete all faxes in the list

- 1 Press 📠 (Fax).
- 2 Press Received Faxes.
- **3 Press** Print/Delete.
- Do one of the following:
  - Press Print All (New Faxes) to print all faxes you have not yet viewed.
  - Press Print All(Old Faxes) to print all faxes you have viewed.
  - Press Delete All (New Faxes) to delete all faxes you have not yet viewed.

Press Yes to confirm.

Press Delete All (Old Faxes) to delete all faxes you have viewed.

Press Yes to confirm.



# **Turning off Fax Preview**





6

# Using PC-FAX

# How to use PC-FAX

# PC-FAX Receive (Windows<sup>®</sup> only)

If you turn on the PC-FAX Receive feature your MFC will store received faxes in memory and send them to your computer automatically. You can then use your computer to view and store these faxes.

Even if you turn off your computer (at night or on the weekend, for example), your MFC will receive and store your faxes in its memory. The number of received faxes that are stored in the memory will appear on the Touchscreen.

When you start your computer and the PC-FAX Receiving software runs, your MFC transfers your faxes to your computer automatically.

To transfer the received faxes you must have the PC-FAX Receiving software running on your PC.

Follow the instructions for the operating system you are using.

 (Windows<sup>®</sup> XP, Windows Vista<sup>®</sup> and Windows<sup>®</sup> 7)

From the (Start) menu, select All

#### Programs > Brother > ☐ ☐ ☐ ☐ ☐ Brother Utilities.

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**.

■ (Windows<sup>®</sup> 8)

Click **PC-FAX Receive** in the left navigation bar, and then click **Receive**.

On your machine, complete the following steps:



- Press All Settings.
- 3 5
  - Swipe up or down, or press ▲ or ▼ to display Fax.
- 4 Press Fax.
- 5 Swipe up or down, or press ▲ or ▼ to display Setup Receive.
- 6 Press Setup Receive.
- 7 Swipe up or down, or press ▲ or ▼ to display PC Fax Receive.
- 8 Press PC Fax Receive.
- 9 Press On to start the PC-FAX Receiving.
- The Touchscreen displays a reminder to start the PC-FAX Receiving program on your computer. If you have started the PC-FAX Receiving program, press OK. For more information about how to start the PC-FAX Receiving program, see Software and Network User's Guide.
- Swipe up or down, or press ▲ or ▼ to display <USB> or your computer name if the machine is connected to a network. Press <USB> or your computer name. Press OK.
- Press Backup Print: On or Backup Print: Off.

## IMPORTANT

If you choose Backup Print: On, the machine will also print the fax at your machine so you will have a copy.

#### Chapter 6

# 1 Press 🊺.

### NOTE

- Before you can set up PC-FAX Receive you must install the MFL-Pro Suite software on your computer. Make sure your computer is connected and turned on (see Software and Network User's Guide).
- If your machine has an error and is unable to print faxes from memory, you can use this setting to transfer your faxes to a computer (see *Transferring your faxes or Fax Journal report* on page 128).
- PC-FAX Receive is not available for Mac OS.

# **PC-FAX Send**

The Brother PC-FAX feature lets you use your computer to send a document from an application as a standard fax. You can send a file created in any application on your computer as a PC-FAX. You can even attach a cover page (for more information, see Software and Network User's Guide).

#### How to send a PC-FAX:

Contact your application vendor if you need more support.

- From your application select File, and then Print.
   The Print dialog box will be displayed. (The steps may vary depending on your application.)
- 2 Select Brother PC-FAX v.3.

#### Click OK.

The **Brother PC-FAX** user interface will be displayed.

4 Enter the recipient's fax number using your computer keyboard or by clicking the numeric keypad of the Brother PC-FAX user interface. You can also select a stored number from the Address Book.

#### 5 Click 🗼 🛅

6 Click Start.

Your document will be sent to the Brother machine and then faxed to the recipient.

7

# **Telephone and external devices**

# Connecting an external TAD

You can connect an external Telephone Answering Device (TAD) to the same line as your machine. When the TAD answers a call, your machine will "listen" for the CNG (fax calling) tones sent by a sending fax machine. If it hears them it will take over the call and receive the fax. If it does not hear them, it will let your TAD take a voice message and the Touchscreen will display Telephone.

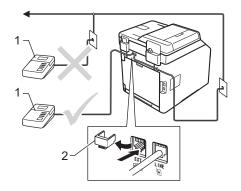
The external TAD must answer within four rings (we recommend you set it to two rings). This is because your machine cannot hear the CNG tones until the external TAD has picked up the call. The sending machine will send CNG tones for only eight to ten seconds longer. We do not recommend using the toll saver feature on your external TAD if it needs more than four rings to activate it.

#### NOTE

If you have problems receiving faxes, reduce the Ring Delay setting on your external TAD.

# Connections

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



#### 1 TAD

2 Protective Cap

- Set your external TAD to one or two rings. (The machine's Ring Delay setting does not apply.)
- Record the outgoing message on your external TAD.
- 3 Set the TAD to answer calls.
- 4 Set the Receive Mode on your machine to External TAD (see Using receive modes on page 43).

# Recording an outgoing message (OGM)

- 1 Record 5 seconds of silence at the beginning of your message. This allows your machine time to listen for fax tones.
- 2 Limit your speaking to 20 seconds.
- 3 End your 20-second message by giving your Remote Activation code for people sending manual faxes. For example: "After the beep, leave a message or press \*51 and Start to send a fax."

## NOTE

- You must turn the Remote Codes setting to On to use the Remote Activation code \*51 (see Using Remote Codes on page 53).
- 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 leaving out this pause, but if your machine has trouble receiving faxes, then you should re-record the OGM to include it.

# Multi-line connections (PABX)

Most offices use a central telephone system. Brother recommends that all our Fax/MFC machines be connected to a discreet (dedicated) line. Although a particular PABX may appear to work with a particular model of fax machine, we cannot guarantee that the unit will operate correctly.

While it is often relatively simple to connect a fax machine to a PABX (Private Automatic Branch Exchange), we suggest that you contact the company that installed your telephone system and ask them to connect the fax machine for you.

Brother does not recommend the use of a PABX line. PABX limitations in general can cause some functions of the fax machine not to work correctly.

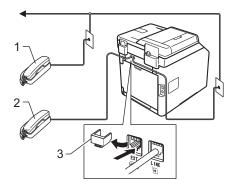
# External and extension telephones

### NOTE

You must turn the Remote Codes setting to on to use the Remote Activation Code \*51 and Remote Deactivation Code #51 (see Using Remote Codes on page 53).

# Connecting an external or extension telephone

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



- 1 Extension telephone
- 2 External telephone
- 3 Protective Cap

# Operation from external or extension telephones

If you answer a fax call on an extension telephone, or an external telephone that is correctly connected to the machine through the T-piece connection, you can make your machine take the call by using the Remote Activation code. When you press the Remote Activation code **\*51** the machine starts to receive the fax.

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

You should assume that you're receiving a manual fax.

Press **\*51** and wait for the chirp or until the Touchscreen 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 45).

# For Fax/Tel mode only

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

Lift the external telephone's handset, and then press Pickup to answer.

If you are at an extension telephone, you will need to lift the handset during the F/T Ring Time and then press **#51** 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 **\*51**.

# Using a non-Brother cordless external handset

If your non-Brother cordless telephone is connected to the telephone line cord (see page 52) and you typically carry the cordless handset elsewhere, it is easier to answer calls during the Ring Delay.

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

# **Using Remote Codes**

## **Remote Activation Code**

If you answer a fax call on an external or extension telephone, you can tell your machine to receive it by pressing the Remote Activation Code \*51. Wait for the chirping sounds then replace the handset (see *Fax Detect* on page 45). Your caller will have to press Start to send the fax.

If you answer a fax call at the external telephone, you can make the machine receive the fax by pressing Fax Start and then pressing Receive.

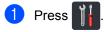
#### **Remote Deactivation Code**

If you receive a voice call and the machine is in F/T 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 **#51** (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 Pickup.

## Turning on the Remote Codes

You must turn the Remote Codes setting to On to use the Remote Activation Code and Remote Deactivation Code.



- Press All Settings.
- 3 Swipe up or down, or press ▲ or ▼ to display Fax.
- 4 Press Fax.
- 5 Swipe up or down, or press ▲ or ▼ to display Setup Receive.
- 6 Press Setup Receive.
- 7 Swipe up or down, or press ▲ or ▼ to display Remote Codes.
- 8 Press Remote Codes.
- Press Remote Codes.
- 10 Press On.
- 1 If you do not want to change the Remote Activation Code, press 🗩 on the Touchscreen.
- 12 Press 🌅

#### Changing the Remote Codes

The preset Remote Activation Code is \*51. The preset Remote Deactivation Code is #51. If you are always disconnected when accessing your External TAD, try changing the three-digit remote codes, for example ### and 555.

1	Press 11.
2	Press All Settings.
3	Swipe up or down, or press $\blacktriangle$ or $\lor$ to display Fax.
4	Press Fax.
5	Swipe up or down, or press ▲ or ▼ to display Setup Receive.
6	Press Setup Receive.
7	Swipe up or down or press ▲ or ▼ to

- 7 Swipe up or down, or press ▲ or ▼ to display Remote Codes.
- Press Remote Codes.
- 9 Do one of the following:
  - If you want to change the Remote Activation Code, press Act.Code. Enter the new code, and then press OK.
  - If you want to change the Remote Deactivation Code, press Deact.Code. Enter the new code, and then press OK.
  - If you do not want to change the Codes, go to step ().
  - If you want to turn the Remote Codes On or Off, press Remote Codes. Press On or Off.

10 Press

# 8

# **Dialling and storing numbers**

# How to dial

You can dial in any of the following ways.

# Manual dialling

- 1 Load your document.
- Do one of the following:
  - When Fax Preview is set to Off. press (Fax).
  - When Fax Preview is set to On, press
    - (Fax) and Sending Faxes.



Press all digits of the fax number.





Press Fax Start.

# **Dialing from the Address** Book

Load your document. Press (Fax). Press Address Book. Do one of the following: Swipe up or down, or press ▲ or ▼ to display the number you want. Press Q, and then enter the first letter of the name and press OK. 5 Press the number or the name you want. To send a fax, press Apply. Press Fax Start. The machine scans and sends the fax.

# LDAP search

If the machine is connected to your LDAP server, you can search for information such as fax numbers and E-mail addresses from your server. (See Software and Network User's Guide)

# Fax redial

If you are sending a fax automatically and the line is busy, the machine will automatically redial up to three times at five minute intervals.

The automatic redial only works when you set Auto Redial to On. The default setting is On.

Redial only works if you dialled from the machine.

# **Tone or Pulse**

If you have a Pulse dialing service, but need to send Tone signals (for example, for telephone banking), follow the instructions below. If you have Touch Tone service, you will not need this feature to send tone signals.

#### 1 Press Hook.

Press # on the Touchpanel.
 Any digits dialed after this will send tone signals.
 When you have finished with the call,

the machine will return to the Pulse dialing service.

# Storing numbers

You can set up your machine to do the following types of easy dialling: Address Book and Groups for broadcasting faxes. When you dial an Address Book number, the Touchscreen displays the number.

#### NOTE

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

# Storing a pause

Press Pause to insert a 3.5-second pause between numbers. You can press Pause as many times as needed to increase the length of the pause.

# Storing Address Book numbers

You can store up to 300 addresses with a name.

1 Press 📠 (Fax).

- Press Address Book.
- Press Edit.
- Press Add New Address.
- 5 Press Name.
- 6 Enter the name using the keyboard on the machine's Touchscreen (up to 10 characters for Chinese or 20 characters for alphanumeric). (To help you enter letters, see Entering text on page 215.) Press OK.
- 7 Press pinyin.

8 Enter the pinyin using the keyboard on the machine's Touchscreen (up to 15 characters). (To help you enter letters, see Entering text on page 215.)



9 Press Address.

Press OK.

10 Enter the fax or telephone number using the keyboard on the machine's Touchscreen (up to 20 digits). Press OK.

## NOTE

If you downloaded Internet Fax:

If you want to store an E-mail address to use with Internet Fax or Scan to E-mail

🔄 and enter the E-mail

address (see Entering text on page 215), and press OK.



server, press

- 12 Do one of the following:
  - To store another Address Book number, repeat steps 3 - 11.
  - To finish storing numbers, press

# **Changing Address Book** names or numbers

You can change or delete an Address Book name or number that has already been stored.

If the stored number has a scheduled job, such as a delayed fax or a fax forwarding number, it will be dimmed on the Touchscreen. You cannot select the number to make changes or to delete it unless you first cancel the scheduled job (see Advanced User's Guide).



- Press Address Book.
- 3 Press Edit.
- 4 Do one of the following:
  - Press Change to edit the names or numbers. Go to step 6.
  - Press Delete to display Delete. Delete numbers by pressing them to display a red check mark.

Press OK.

Press Yes to confirm. Go to step ().

5 Swipe up or down, or press ▲ or ▼ to display the number you want.

Press the number you want.



### 7 Do the following:

**To change the name**, press Name. Enter the new name (up to 10 characters for Chinese or 20 characters for alphanumeric) using the keyboard on the machine's Touchscreen. (To help you enter letters, see Entering text on page 215).

Press OK.

■ To change the pinyin, press pinyin. Enter the new pinyin (up to 15 characters) using the keyboard on the machine's Touchscreen (To help you enter letters, see Entering text on page 215).

Press OK.

To change the fax or telephone number, press Address. Enter the new fax or telephone number (up to 20 digits) using the keyboard on the machine's Touchscreen.

Press OK.

## NOTE

How to change the stored name or number:

To change a character, press  $\triangleleft$  or  $\triangleright$  to position the cursor to highlight the incorrect character, and then press . Enter the new character or number.

8 Press OK to finish. To change another Address Book number, repeat steps 3 - 8.



9

# Making copies

# How to copy

The following steps explain the basic copy operation.

- Do one of the following to load your document:
  - Place the document face up in the ADF (see Using the automatic document feeder (ADF) on page 37).
  - Load your document face down on the scanner glass (see Using the scanner glass on page 38).
  - Press the Copy button on the Touchscreen.



The Touchscreen displays:



1 No. of Copies

You can enter the number of copies by using the dial pad.

- 3 For multiple copies, enter the two-digit number (up to 99).
  - **Press** Colour Start **or** Mono Start.

# Stop copying

To stop copying, press X.

# Copy preset settings

You can copy with a variety of settings that are already set up for you in the machine simply by pressing them.

The following preset settings are available.

- Receipt
- Normal
- 2in1(ID)
- 2in1
- 2-sided(1⇒2)
- 2-sided(2⇒2)
- Paper Save
- 1 Load your document.
- 2 Press 🧾 (Copy).
- 3 Swipe left or right to display Receipt, Normal, 2in1(ID), 2in1, 2-sided(1⇒2), 2-sided(2⇒2) or Paper Save, and press the preset you want.
- Enter the number of copies you want.
- Do one of the following:
  - To change more settings, go to step 6.
  - If you have finished changing settings, go to step 10.

**6 Press** Options.

Swipe up or down, or press ▲ or ▼ to display the available settings, and then press the setting you want.

#### Chapter 9

Swipe up or down, or press ▲ or ▼ to display the available options, and then press your new option. Repeat steps ⑦ and ③ for each setting you want.

#### NOTE

If you want to save the settings as a Shortcut, press Save as Shortcut.

### 9 Press OK.

**Press** Colour Start **or** Mono Start.

# **Copy Settings and Options**

You can change the following copy settings.

#### (Basic User's Guide)

For details about changing the following settings, see *Paper settings* on page 29.

- Tray Setting (Paper Size and Type)
- Tray Use: Copy

Press Copy and then press Options. Swipe up or down, or press ▲ or ▼ to scroll through the copy settings. When the setting you want is displayed, press it and choose your option. When you have finished changing the options, press OK.

#### (Advanced User's Guide)

For more information about changing the following settings, see Advanced User's Guide:

- Quality
- Enlarge/Reduce
- 2-sided Copy
- Tray Use
- Density
- Contrast
- Stack/Sort
- Page Layout
- 2in1(ID)
- Colour Adjust
- 2-sided Copy Page Layout
- Remove Background Colour
- Save as Shortcut

# 10 Printing from a USB flash drive or digital camera supporting mass storage

With the Direct Print feature, you do not need a computer for printing. You can print by just plugging your USB flash drive into the machine's USB direct interface. You can also connect and print directly from a camera set to USB mass storage mode.

You can use a USB flash drive that has the following specifications:

USB Class	USB Mass Storage Class
USB Mass Storage Sub Class	SCSI or SFF-8070i
Transfer protocol	Bulk transfer Only
Format <sup>1</sup>	FAT12/FAT16/FAT32
Sector size	Max. 4096 Byte
Encryption	Encrypted devices are not supported.

<sup>1</sup> NTFS format is not supported.

## NOTE

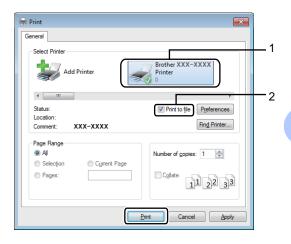
- Some USB flash drives may not work with the machine.
- If your camera is in PictBridge mode, you cannot print from it. See the documentation supplied with your camera to switch from PictBridge mode to mass storage mode.

# Creating a PRN file for direct printing

## NOTE

The screens in this section may vary depending on your application and operating system.

- From the menu bar of an application, click **File**, then **Print**.
- 2 Choose Brother MFC-XXXX Printer (1) and check the Print to file box (2). Click Print.



3 Choose the folder you want to save the file to and enter the file name if prompted.

If you are prompted for a file name only, you can also specify the folder you want to save the file in by entering the directory name. For example: C:\Temp\FileName.prn

If a USB flash drive is connected to your computer, you can save the file directly to the USB flash drive.

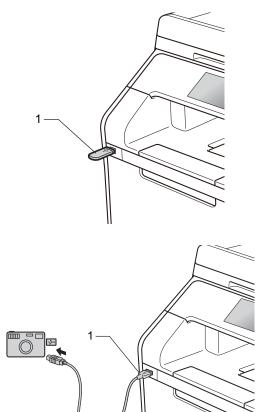
10

# Printing directly from the USB flash drive or digital camera supporting mass storage

## NOTE

- Make sure your digital camera is turned on.
- Your digital camera must be switched from PictBridge mode to mass storage mode.

Connect your USB flash drive or digital camera to the USB direct interface (1) on the front of the machine. The Touchscreen will automatically display the USB menu to confirm the USB device is correctly connected.



#### NOTE

- If an error occurs, the USB menu will not appear on the Touchscreen.
- When the machine is in Deep Sleep mode, the Touchscreen does not display any information even if you connect a USB flash drive to the USB direct interface.
   Press the Touchscreen to wake up the machine.
- To prevent damage to your machine, DO NOT connect any device other than a digital camera or USB flash drive to the USB direct interface.



Press Direct Print.

#### NOTE

If your machine has been set to Secure Function Lock On, you may not be able to access Direct Print (see Advanced User's Guide).

3 Swipe up or down, or press ▲ or ▼ to choose the folder name and file name vou want.

If you have selected the folder name, swipe up or down, or press ▲ or ▼ to choose the file name you want.

#### NOTE

If you want to print an index of the files, press Index Print on the Touchscreen. Press Colour Start or Mono Start to start printing.

4 Do one of the following:

- Press Print Settings if you want to change them. Go to step 6.
- If you do not want to change the current settings, go to step 8.
- Swipe up or down, or press ▲ or ▼ to display the setting you want.

Press the option you want.

#### NOTE

You can choose the following settings:

Paper Type Paper Size Multiple Page Orientation

2-sided

Collate

- Tray Use
- Print Quality

PDF Option

- · Depending on the file type, some of these settings may not appear.
- 7 Do one of the following:
  - To change another setting, repeat step 6.
  - If you do not want to change other settings, press OK and go to step 8.
- Enter the number of copies you want using the touchpanel.
  - Press Colour Start or Mono Start to start printing.

#### IMPORTANT

9

DO NOT remove the USB flash drive or digital camera from the USB direct interface until the machine has finished printing.



## Changing the default settings for direct print

You can change the default settings for Direct Print.



- FIESS DIrect FII
- **3 Press** DefaultSettings.
- Swipe up or down, or press ▲ or ▼ to display the setting you want. Press the setting.
- 5 Press the new option you want.
- 6 Repeat steps (4) and (5) for each setting you want to change.
- 7 Press OK.
- 8 Press 🏠

## 11 How to print from a computer

## Printing a document

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

(For more information about printer driver settings, see Software and Network User's Guide)

- 1 Install the Brother printer driver from the CD-ROM or Brother Solutions Center at http://solutions.brother.com/. (see Quick Setup Guide).
- 2 From your application, choose the Print command.
- 3 Choose the name of your machine in the Print dialog box and click Properties (or Preferences, depending on the application you are using).
- 4 Choose the settings you want to change in the Properties dialog box, and then click OK.
  - Paper Size
  - Orientation
  - Copies
  - Media Type
  - Print Quality
  - Color / Mono
  - Document Type
  - Multiple Page
  - 2-sided / Booklet
  - Paper Source



5 Click **Print** to begin printing.

# **12** 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 or Brother Solutions Center at <u>http://solutions.brother.com/</u>, (see Quick Setup Guide).
- Configure the machine with a TCP/IP address if network scanning does not work (see Software and Network User's Guide).

## Scanning a document as a PDF file using ControlCenter4 (Windows<sup>®</sup>)

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

#### NOTE

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

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



Load your document (see *How to load documents* on page 37).

Follow the instructions for the operating system you are using.

■ (Windows<sup>®</sup> XP, Windows Vista<sup>®</sup> and Windows<sup>®</sup> 7)

Open ControlCenter4 by clicking 🚱 (Start) > All Programs > Brother > 👬 Brother **Utilities**. 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.

■ (Windows<sup>®</sup> 8)

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

 3 If the ControlCenter4 Mode screen appears, 6	choose the <b>Advanced Mode</b> and then click <b>OK</b>
I the control center would screen appears,	choose the Advanced mode and then click OK

ControlCenter4 Mode	×
	Consistence     Image: Section of Construction     Image: Section of Construction     Image: Section of Construction       Image: Section of Construction     Image: Section of Construction     Image: Section of Construction     Image: Section of Construction       Image: Section of Construction     Image: Section of Construction     Image: Section of Construction     Image: Section of Construction       Image: Section of Construction     Image: Section of Construction     Image: Section of Construction     Image: Section of Construction
🔘 Home Mode	Advanced Mode
Home Mode offers basic functions such as Photo Print, Scan and PC-Fax with simple easy to use operations.	In addition to the features available in Home Mode, Advance Mode includes the added ability to configure detailed settings and store them. Offering easy operation of pre-configured button settings.
	OK Cancel

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

5 Click File.

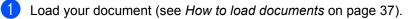


#### 6 Press Scan.

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

File - ControlCenter4		<b>—</b>
File Type		File size
PDF (*.pdf)	•	Small Large
File Name		, , , , , , , , , , , , , , , , , , ,
CCF	(Date) (Number) 01012014 xxxx.pdf	Show Save As Window
Scan Location	01012014_xxxx.pu	
Folder     SharePoint		📝 Insert Date in File Name
C:\Users\sample_user\Pictures\ControlCenter	4\Scan 🔄	Show Folder
PreScan		
Resolution	Brightn	ess
300 x 300 dpi	<b>•</b>	
Scan Type		0
24bit Color	<ul> <li>Contra:</li> </ul>	st
Document Size		
A4 210 x 297 mm (8.3 x 11.7 in)		0
	Con	tinuous Scanning
2-sided Scanning		
Long-edge binding		
Short-edge binding	ID O	Card Scan
Don't show me again.		
Default Advanced Settin	igs Scan	Cancel Help

## How to scan a document as a PDF file using the Touchscreen



**Press** Scan.



**3** Swipe left or right to display to File.

will be displayed in the centre of the Touchscreen highlighted in blue.

4 Press OK.

When the machine is connected to a network, press the computer name. Do one of the following:

■ If you want to use the default settings, go to step ⑧.

If you want to change the default settings, go to step 6.

- **5 Press** Options. Scan Settings will change to Set at Device.
- 6 Choose the settings for 2-sided Scan, Scan Type, Resolution, File Type, Scan Size and Remove Background Colour as needed.
- 7 Press ок.
- 8 Press Start. The machine starts the scanning process.

12

#### NOTE

The following scan modes are available.

- to USB
- to Network ( $Windows^{(\mathbb{R})}$ )
- to FTP/SFTP
- to E-mail Server
- to E-mail
- to Image
- to OCR
- to File
- WS Scan<sup>1</sup> (Web Services Scan)
- <sup>1</sup> Windows<sup>®</sup> only (Windows Vista<sup>®</sup> SP2 or later, Windows<sup>®</sup> 7 and Windows<sup>®</sup> 8 (See Software and Network User's Guide.)

A

## **Routine maintenance**

## **Replacing supplies**

You must replace supplies when the machine indicates that the life of the supply is over. You can replace the following supplies yourself:

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

#### NOTE

The drum unit and toner cartridge are two separate supplies. Make sure both are installed. If the toner cartridge is placed in the machine without the drum unit, the message Drum ! may be displayed.

Toner cartridge	Drum unit
See Replacing the toner cartridges on page 75.	See Replacing the drum unit on page 81.
Model Name: TN-376BK, TN-376C, TN-376M, TN-376Y, TN-379BK, TN-379C, TN-379M, TN-379Y	Model Name: DR-371CL
Belt unit	Waste toner box
See Replacing the belt unit on page 87.	See Replacing the waste toner box on page 92.
Model Name: BU-320CL	Model Name: WT-320CL

The messages in the table appear on the Touchscreen. These messages provide advanced warnings to replace the supply items before they reach end of life. To avoid any inconvenience, you may want to buy spare supply items before the machine stops printing.

Touchscreen messages	Supply to prepare	Approximate life	How to replace	Model name
Toner Low: X	Toner cartridge	<black></black>	See page 75.	TN-376BK <sup>5</sup> ,
	Х = ВК, С, М, Ү	4,000 pages <sup>1 2 5</sup>		TN-376C <sup>5</sup> ,
	BK = Black	6,000 pages <sup>1 2 6</sup>		TN-376M <sup>5</sup> ,
	c = Cyan ⋈ = Magenta	<cyan, magenta,<br="">Yellow&gt;</cyan,>		TN-376Y <sup>5</sup> , TN-379BK <sup>6</sup> ,
				TN-379C <sup>6</sup> ,
Y = Yellow	Y = Yellow	3,500 pages <sup>1 2 5</sup>		TN-379M <sup>6</sup> ,
		6,000 pages <sup>1 2 6</sup>		TN-379Y <sup>6</sup>
Drum End Soon	Drum unit	25,000 pages <sup>1 3 4</sup>	See page 81.	DR-371CL
Belt End Soon	Belt unit	50,000 pages <sup>1 7</sup>	See page 87.	BU-320CL
WT Box End Soon	Waste toner box	50,000 pages <sup>1</sup>	See page 92.	WT-320CL

<sup>1</sup> A4 or Letter size single-sided pages.

<sup>2</sup> Approximate cartridge yield is declared in accordance with ISO/IEC 19798.

- <sup>3</sup> 1 page per job
- <sup>4</sup> Drum life is approximate and may vary by type of use.
- <sup>5</sup> High yield toner cartridge
- <sup>6</sup> Super high yield toner cartridge
- <sup>7</sup> 5 pages per job

You must clean the machine regularly and replace the supply items when the messages in the table are displayed on the Touchscreen.

Touchscreen messages	Supply to replace	Approximate life	How to replace	Model name
Replace Toner	Toner cartridge	<black></black>	See page 75.	TN-376BK <sup>5</sup> ,
	The Touchscreen	4,000 pages <sup>1 2 5</sup>	TN-376C <sup>5</sup> , TN-376M <sup>5</sup> , TN-376Y <sup>5</sup> , TN-379BK <sup>6</sup> , TN-379C <sup>6</sup> , TN-379M <sup>6</sup>	,
	displays the toner cartridge colour that you must replace. BK = Black C = Cyan M = Magenta Y = Yellow	6,000 pages <sup>1 2 6</sup>		,
		<cyan, magenta,<br="">Yellow&gt;</cyan,>		TN-379BK <sup>6</sup> ,
		3,500 pages <sup>1 2 5</sup>		TN-379C <sup>-7</sup> , TN-379M <sup>6</sup> ,
			TN-379Y <sup>6</sup>	
		6,000 pages		
Replace Drum	Drum unit	25,000 pages <sup>1 3 4</sup>	See page 81.	DR-371CL
Drum Stop	Drum unit			
Replace Belt	Belt unit	50,000 pages <sup>1 7</sup>	See page 87.	BU-320CL
Replace WT Box	Waste toner box	50,000 pages <sup>1</sup>	See page 92.	WT-320CL
Replace Fuser	Fuser unit	100,000 pages <sup>1</sup>	Contact Brother customer service or your local Brother dealer to replace the fuser unit.	
Replace PF Kit MP	Paper feeding kit	50,000 pages <sup>1</sup>	Contact Brother customer service or your local Brother dealer to replace the paper feeding kit. Contact Brother customer service or your local Brother dealer to replace the laser unit.	
Replace PF Kit1	Paper feeding kit	100,000 pages <sup>1</sup>		
Replace PF Kit2	Paper feeding kit	100,000 pages <sup>1</sup>		
Replace Laser	Laser unit	100,000 pages <sup>1</sup>		

<sup>1</sup> A4 or Letter size single-sided pages.

<sup>2</sup> Approximate cartridge yield is declared in accordance with ISO/IEC 19798.

<sup>3</sup> 1 page per job

<sup>4</sup> Drum life is approximate and may vary by type of use.

<sup>5</sup> High yield toner cartridge

<sup>6</sup> Super high yield toner cartridge

<sup>7</sup> 5 pages per job

#### NOTE

- Discard the used supplies according to local regulations, keeping it separate from domestic waste. If you have questions, contact your local waste disposal office (see Product Safety Guide). Be sure to reseal the used supplies tightly so that the material inside does not spill.
- We recommend placing used supply items on a piece of paper to prevent accidentally spilling or scattering the material inside.
- If you use paper that is not a direct equivalent for the recommended paper, the life of supply items and machine parts may be reduced.
- The projected life for each of the toner cartridges is based on ISO/ICE 19798. Frequency of replacement will vary depending on the print volume, percentage of coverage, types of media used, and powering on/off the machine.
- Frequency of replacement supplies except toner cartridges will vary depending on the print volume, types of media used, and powering on/off the machine.

#### Replacing the toner cartridges

TN-376BK  $^{1}$ , TN-376C  $^{1}$ , TN-376M  $^{1}$ , TN-376Y  $^{1}$ , TN-379BK  $^{2}$ , TN-379C  $^{2}$ , TN-379M  $^{2}$ , TN-379Y  $^{2}$ 

The High Yield toner cartridge can print approximately 4,000 pages <sup>3</sup> (Black) or approximately 3,500 pages <sup>3</sup> (Cyan, Magenta, Yellow). The Super High Yield toner cartridge can print approximately 6,000 pages <sup>3</sup> (Black, Cyan, Magenta, Yellow). Actual page count will vary depending on your average type of document.

When a toner cartridge is running low, the Touchscreen displays Toner Low.

The toner cartridges that come supplied with the machine must be replaced after approximately 4,000 pages <sup>3</sup> (Black) or approximately 3,500 pages <sup>3</sup> (Cyan, Magenta, Yellow).

- <sup>1</sup> High yield toner cartridge
- <sup>2</sup> Super high yield toner cartridge
- <sup>3</sup> Approximate cartridge yield is declared in accordance with ISO/IEC 19798.

#### NOTE

- The indication of remaining toner life will vary depending on the types of documents printed and customer's usage.
- It is a good idea to keep a new toner cartridge ready for use when you see the Toner Low warning.
- To ensure high quality printing, we recommend that you use only Brother Original toner cartridges. When you want to buy toner cartridges, contact Brother customer service or your local Brother dealer.
- We recommend that you clean the machine when you replace the toner cartridge (see *Cleaning and Checking the machine* on page 99).
- DO NOT unpack the new toner cartridge until you are ready to install it.

#### Toner Low: X

If the Touchscreen displays Toner Low: X, buy a new toner cartridge for the colour indicated on the Touchscreen and have it ready before you get a Replace Toner message.

#### **Replace Toner**

When the Touchscreen displays Replace Toner the machine will stop printing until you replace the toner cartridge.

The Touchscreen indicates the toner cartridge colour that you must replace. (BK=Black, C=Cyan, M=Magenta, Y=Yellow ).

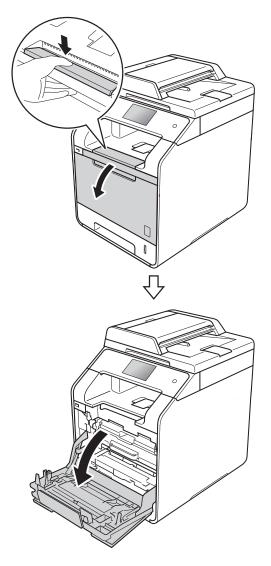
A new Brother Original toner cartridge will reset the Replace Toner message.

#### NOTE

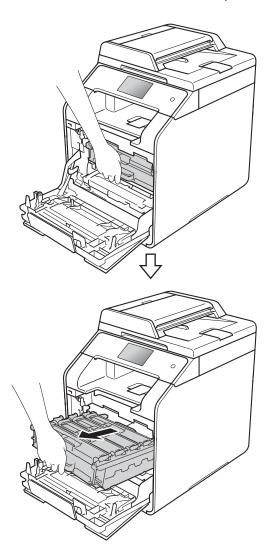
For more information about how the toner cartridge life is calculated, see *Important information for the toner cartridge life* on page 230.

#### Replacing the toner cartridges

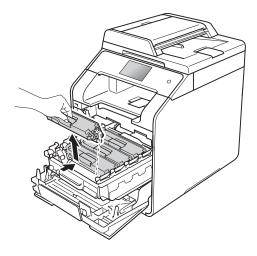
- 1 Make sure the machine is turned on.
- 2 Press the front cover release button and pull open the front cover.



3 Hold the blue handle of the drum unit. Pull the drum unit out until it stops.



4 Hold the handle of the toner cartridge and gently push it toward the machine to unlock it. Then pull it out of the drum unit. Repeat this for all the toner cartridges.



## **WARNING**

## 

- DO NOT put a toner cartridge into a fire. It could explode, resulting in injuries.
- DO NOT use flammable substances, any type of spray, or an organic solvent/liquid containing alcohol or ammonia to clean the inside or outside of the machine. Doing so could cause a fire or electrical shock. Instead, use only a dry, lint-free cloth.

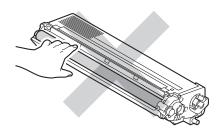
(See Product Safety Guide)



#### IMPORTANT

- Handle the toner cartridge carefully. If toner scatters on your hands or clothes, immediately wipe or wash it off with cold water.
- To avoid print quality problems, DO NOT touch the shaded parts shown in the illustrations.

#### <Toner cartridge>



• We recommend that you place the toner cartridge on a clean, flat, level, stable surface with a sheet of disposable paper or cloth underneath it in case you accidentally spill or scatter toner.

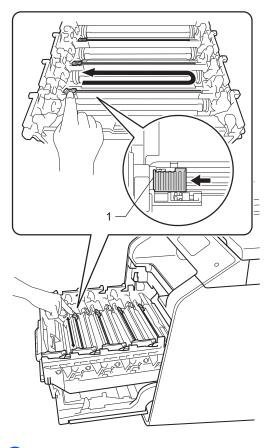
#### NOTE

- Be sure to seal up the used toner cartridge tightly in a bag so that toner powder does not spill out of the cartridge.
- Discard the used supplies according to local regulations, keeping it separate from domestic waste. If you have questions, contact your local waste disposal office (see Product Safety Guide). Be sure to reseal the used supplies tightly so that the material inside does not spill.

5 Clean the corona wire inside the drum unit by gently sliding the blue tab from left to right and right to left several times.

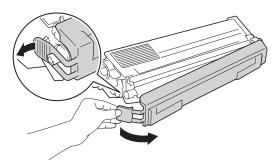
#### IMPORTANT

Be sure to return the tab to the home position (1). If you do not, printed pages may have a vertical stripe.



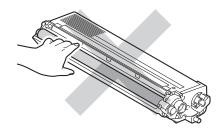
Repeat step **6** to clean each of the three remaining corona wires.

Unpack the new toner cartridge, then pull off the protective cover.



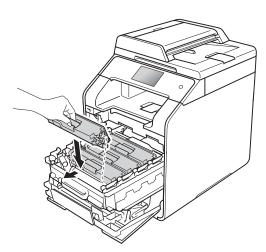
#### IMPORTANT

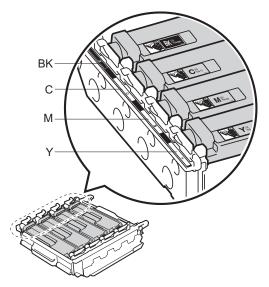
- Unpack the toner cartridge just before you put it in the machine. If a toner cartridge is left unpacked for a long time, the toner life will be shortened.
- If an unpacked drum unit is placed in direct sunlight (or room light for long periods of time), the unit may be damaged.
- Brother machines are designed to work with toner of a particular specification and will work to a level of optimum performance when used with Brother Original toner cartridges. Brother cannot guarantee this optimum performance if toner or toner cartridges of other specifications are used. Brother does not therefore recommend the use of cartridges other than Brother Original cartridges with this machine, or the refilling of empty cartridges with toner from other sources. If damage is caused to the drum unit or other parts of this machine as a result of the use of toner or toner cartridges other than Brother Original products due to the incompatibility or lack of suitability of those products with this machine, any repairs required as a result may not be covered by the warranty.
- Put the new toner cartridge in the drum unit immediately after you remove its protective cover. To prevent any degradation to the print quality, DO NOT touch the shaded parts shown in the illustrations.



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8 Hold the handle of the toner cartridge and slide the toner cartridge into the drum unit then gently pull it toward you until you hear it click into place. Make sure that you match the toner cartridge colour to the same colour label on the drum unit. Repeat this for all the toner cartridges.



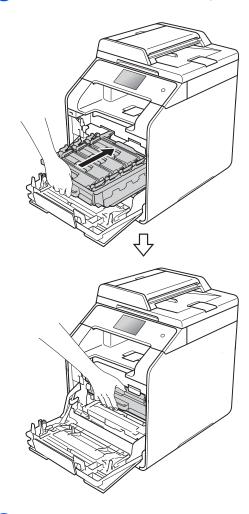


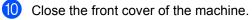
BK = Black, C = Cyan, M = Magenta, Y= Yellow

#### NOTE

Make sure you installed the toner cartridge correctly or it may separate from the drum unit.

9 Push the drum unit in until it stops.





#### NOTE

After replacing a toner cartridge, DO NOT turn off the machine or open the front cover until the Touchscreen clears the Please wait. message and returns to Ready mode.

### Replacing the drum unit

Model Name: DR-371CL

A new drum unit can print approximately 25,000 A4 or Letter size single-sided pages. <sup>1</sup>

<sup>1</sup> Drum life is approximate and may vary by type of use.

#### IMPORTANT

For best performance, use a Brother Original drum unit and Brother Original toner units. Printing with a third-party drum unit or toner unit may reduce not only the print quality but also the quality and life of the machine itself. Warranty coverage may not apply to problems caused by the use of a third-party drum unit or toner unit.

#### Drum !

The corona wires are coated with paper dust or toner. Clean the corona wires in the four drums (see *Cleaning the corona wires* on page 106).

If you cleaned the corona wires and the Drum ! error is still displayed on the Touchscreen, then the drum unit is at the end of its life. Replace the drum unit with a new set.

#### **Drum End Soon**

The drum unit is nearing the end of its rated life and will require replacement. We recommend you keep a Brother Original drum unit ready for installation. Buy a new drum unit (DR-371CL) and have it ready before you get a Replace Drum message.

#### **Replace Drum**

The drum unit has exceeded its rated life. Replace the drum unit with a new one. We recommend a Brother Original drum unit be installed at this time.

When you replace the drum unit with a new one, you must reset the drum counter. Instructions of how to do this can be found in the box your new drum unit came in.

#### **Drum Stop**

We cannot guarantee the print quality. Replace the drum unit with a new one. We recommend a Brother Original drum unit be installed at this time.

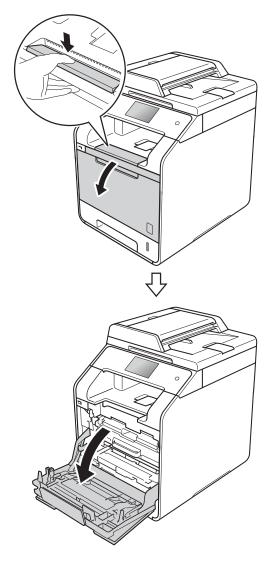
When you replace the drum unit with a new one, you must reset the drum counter. Instructions of how to do this can be found in the box your new drum unit came in.

#### Replacing the drum unit

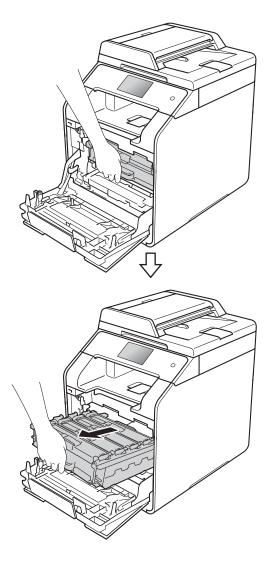
#### IMPORTANT

- While removing the drum unit, handle it carefully because it may contain toner. If toner scatters on your hands or clothes, wipe or wash it off with cold water at once.
- Every time you replace the drum unit, clean the inside of the machine (see *Cleaning and Checking the machine* on page 99).
- DO NOT unpack the new drum unit until you are ready to install it. Exposure to direct sunlight (or room light for long periods of time) may damage the drum unit.
- Make sure the machine is turned on.

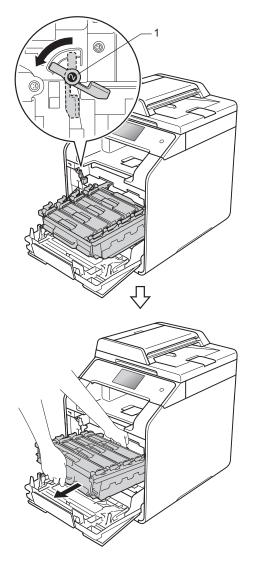
2 Press the front cover release button and pull open the front cover.



- 3 Hold the blue handle of the drum unit. Pull the drum unit out until it stops.

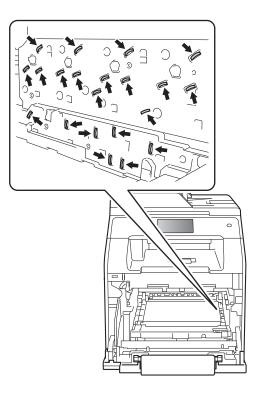


4 Turn the blue lock lever (1) at the left of the machine counterclockwise to the release position. Holding the blue handles of the drum unit, lift the front of the drum unit and remove it from the machine.

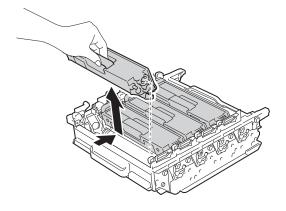


#### IMPORTANT

- We recommend that you place the drum unit on a clean, flat surface with a piece of disposable paper underneath it in case you accidentally spill or scatter toner.
- To prevent damage to the machine from static electricity, DO NOT touch the electrodes shown in the illustration.



 Hold the handle of the toner cartridge and gently push it forward to unlock it. Then pull it out of the drum unit. Repeat this for all the toner cartridges.



#### **WARNING**



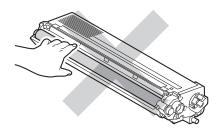
- DO NOT put a toner cartridge into a fire. It could explode, resulting in injuries.
- DO NOT use flammable substances, any type of spray, or an organic solvent/liquid containing alcohol or ammonia to clean the inside or outside of the machine. Doing so could cause a fire or electrical shock. Instead, use only a dry, lint-free cloth.

(See Product Safety Guide)

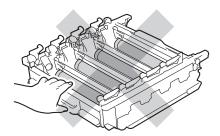


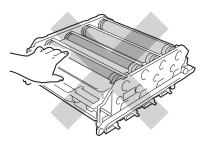
#### IMPORTANT

- Handle the toner cartridge carefully. If toner scatters on your hands or clothes, immediately wipe or wash it off with cold water.
- To avoid print quality problems, DO NOT touch the shaded parts shown in the illustrations.
- <Toner cartridge>



#### <Drum unit>

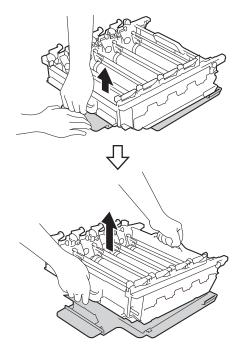




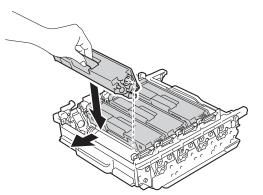
• We recommend that you place the toner cartridge on a clean, flat, level, stable surface with a sheet of disposable paper or cloth underneath it in case you accidentally spill or scatter toner.

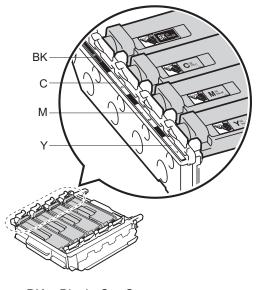
#### NOTE

- Be sure to seal up the used drum unit tightly in a bag so that toner powder does not spill out of the drum unit.
- Discard the used supplies according to local regulations, keeping it separate from domestic waste. If you have questions, contact your local waste disposal office (see Product Safety Guide). Be sure to reseal the used supplies tightly so that the material inside does not spill.
- 6 Unpack the new drum unit and remove the protective cover.



7 Hold the handle of the toner cartridge and slide it into the appropriate coloured section of the drum unit until it clicks into place.



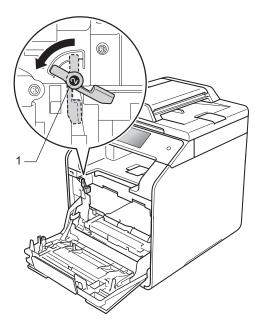


BK = Black, C = Cyan, M = Magenta, Y= Yellow

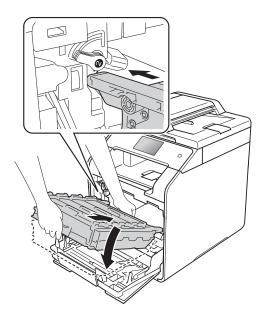
#### NOTE

Make sure you install the toner cartridge correctly or it may separate from the drum unit.

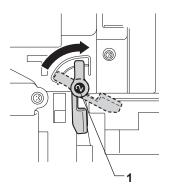
8 Make sure the blue lock lever (1) is in the release position as shown in the illustration.



9 Gently slide the drum unit into the machine until it stops at the blue lock lever.

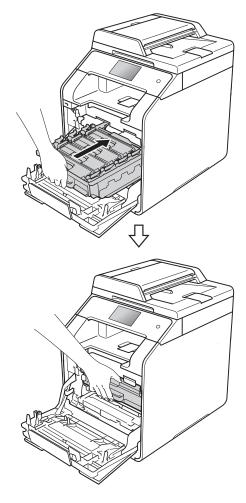


10 Turn the blue lock lever (1) clockwise to the lock position.





1 Push the drum unit in until it stops.





Close the front cover of the machine.

When you replace the drum unit with a new one, you must reset the drum counter. Instructions of how to do this can be found in the box your new drum unit came in.

### Replacing the belt unit

Model name: BU-320CL

A new belt unit can print approximately 50,000 (5 pages per job) A4 or Letter size single-sided pages. <sup>1</sup>

<sup>1</sup> Belt unit life is approximate and may vary by type of use.

#### **Belt End Soon**

If the Touchscreen displays Belt End Soon, it means the belt unit is near the end of its life. Buy a new belt unit and have it ready before you get a Replace Belt message. To replace the belt unit, see *Replacing the belt unit* on page 87.

#### **Replace Belt**

When the Replace Belt message appears on the Touchscreen, you must replace the belt unit.

When you replace the belt unit with a new one, you must reset the belt unit counter. Instructions of how to do this can be found in the box your new belt unit came in.

#### IMPORTANT

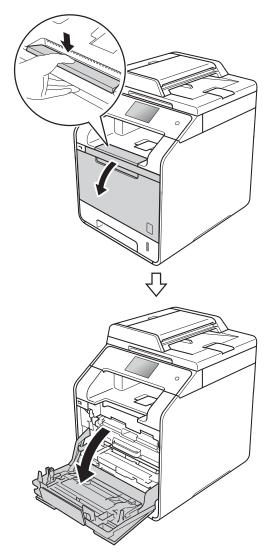
- DO NOT touch the surface of the belt unit. If you touch it, it could decrease print quality.
- Damage caused by incorrect handling of the belt unit may void your warranty.

#### Replacing the belt unit

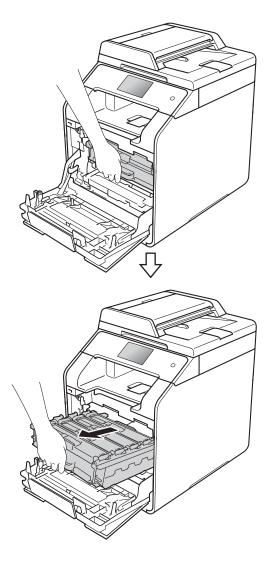
Make sure the machine is turned on.

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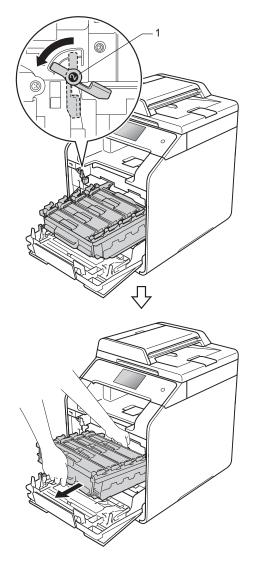
2 Press the front cover release button and pull open the front cover.



- 3 Hold the blue handle of the drum unit. Pull the drum unit out until it stops.

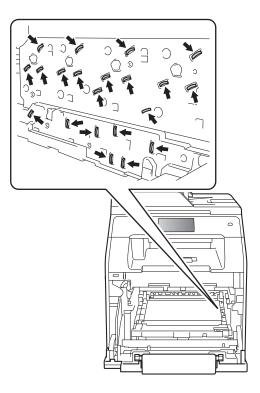


4 Turn the blue lock lever (1) at the left of the machine counterclockwise to the release position. Holding the blue handles of the drum unit, lift the front of the drum unit and remove it from the machine.

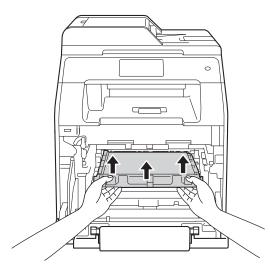


#### IMPORTANT

- We recommend that you place the drum unit on a clean, flat surface with disposable paper underneath it in case you accidentally spill or scatter toner.
- To prevent damage to the machine from static electricity, DO NOT touch the electrodes shown in the illustration.

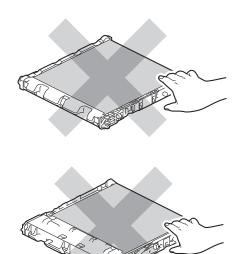


5 Hold the blue handle of the belt unit with both hands and lift the belt unit up, then pull it out.

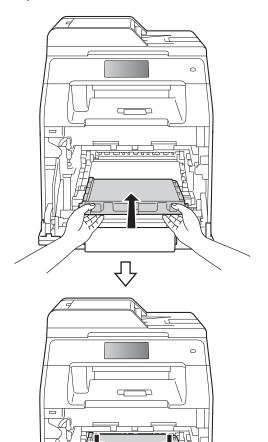


#### **IMPORTANT**

To avoid print quality problems, DO NOT touch the shaded parts shown in the illustrations.

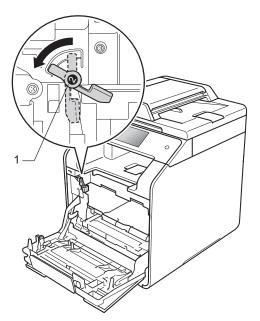


6 Unpack the new belt unit and install the new belt unit in the machine. Make sure the belt unit is level and fits firmly into place.

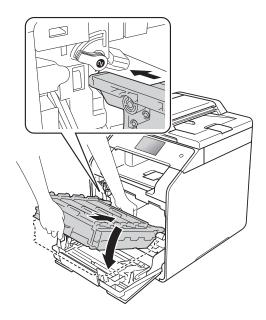


F

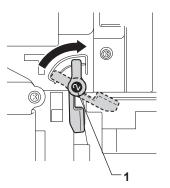
7 Make sure the blue lock lever (1) is in the release position as shown in the illustration.



8 Gently slide the drum unit into the machine until it stops at the blue lock lever.

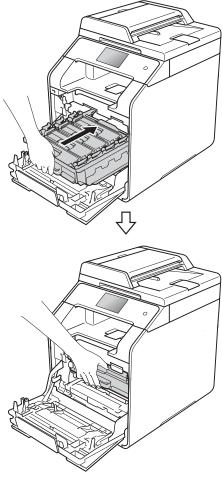


9 Turn the blue lock lever (1) clockwise to the lock position.





10 Push the drum unit in until it stops.





Close the front cover of the machine.

12 When you replace the belt unit with a new one, you need to reset the belt unit counter. Instructions of how to do this can be found in the box your new belt unit came in.

#### **Replacing the waste toner box**

Model name: WT-320CL

The life of a waste toner box is approximately 50,000 A4 or Letter size single-sided pages.<sup>1</sup>

1 Waste toner box life is approximate and may vary by type of use.

#### WT Box End Soon

If the Touchscreen displays WT Box End Soon, it means the waste toner box is near the end of its life. Buy a new waste toner box and have it ready before you get a Replace WT Box message.

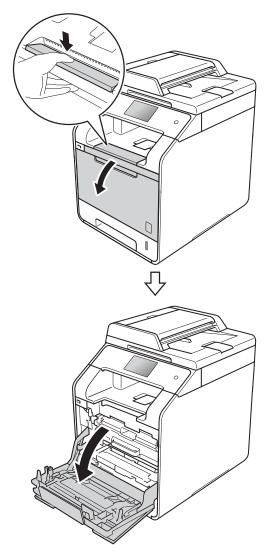
#### **Replace WT Box**

When the Replace WT Box message appears on the Touchscreen, you must replace the waste toner box.

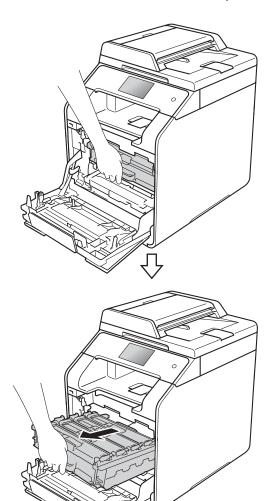
#### Replacing the waste toner box

1 Make sure the machine is turned on.

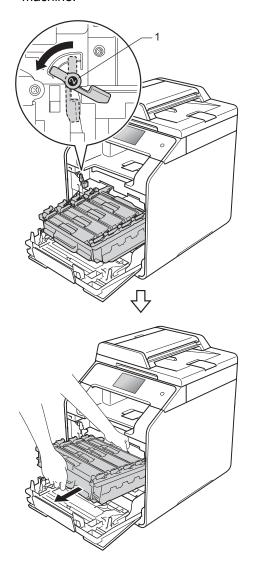
2 Press the front cover release button and pull open the front cover.



3 Hold the blue handle of the drum unit. Pull the drum unit out until it stops.

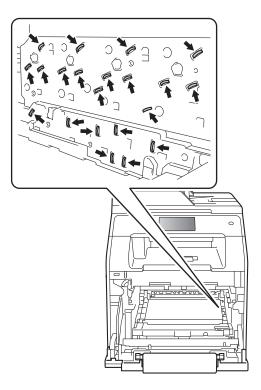


4 Turn the blue lock lever (1) at the left of the machine counterclockwise to the release position. Holding the blue handles of the drum unit, lift the front of the drum unit and remove it from the machine.

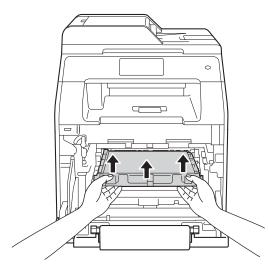


#### IMPORTANT

- We recommend that you place the drum unit on a clean, flat surface with disposable paper underneath it in case you accidentally spill or scatter toner.
- To prevent damage to the machine from static electricity, DO NOT touch the electrodes shown in the illustration.

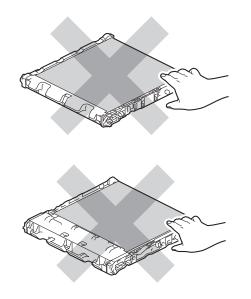


5 Hold the blue handle of the belt unit with both hands and lift the belt unit up, then pull it out.

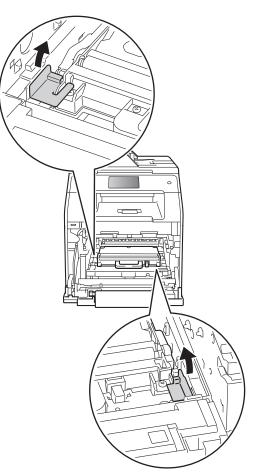


#### IMPORTANT

To avoid print quality problems, DO NOT touch the shaded parts shown in the illustrations.

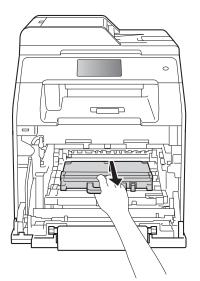


6 Remove the two pieces of orange packing material and discard them.



#### NOTE

This step is only necessary when you are replacing the waste toner box for the first time, and is not required for the replacement waste toner box. The orange packing pieces are installed at the factory to protect your machine during shipment. 7 Hold the blue handle of the waste toner box and remove the waste toner box from the machine.



#### IMPORTANT

DO NOT reuse the waste toner box.

#### **WARNING**



- DO NOT put the waste toner box into a fire. It could explode, resulting in injuries.
- DO NOT use flammable substances, any type of spray, or an organic solvent/liquid containing alcohol or ammonia to clean the inside or outside of the machine. Doing so could cause a fire or electrical shock. Instead, use only a dry, lint-free cloth.

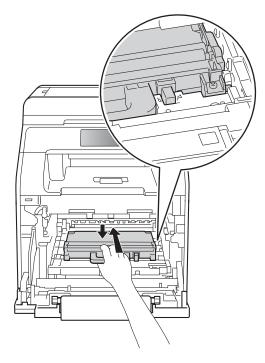
(See Product Safety Guide)



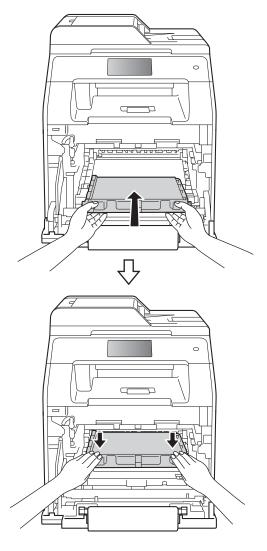
#### NOTE

- Be sure to seal up the waste toner box tightly in an appropriate bag so that toner powder does not spill out of the waste toner box.
- Discard the used waste toner box according to local regulations, keeping it separate from domestic waste. If you have questions, call your local waste disposal office.

8 Unpack the new waste toner box and install the new waste toner box in the machine using the blue handle. Make sure the waste toner box is level and fits firmly into place.

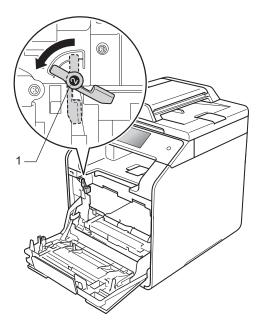


9 Slide the belt unit back into the machine. Make sure the belt unit is level and fits firmly into place.

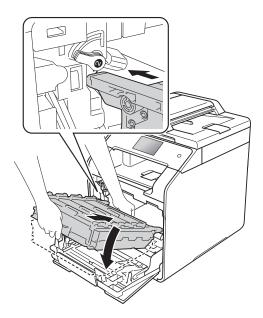


Α

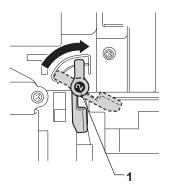
10 Make sure the blue lock lever (1) is in the release position as shown in the illustration.



(1) Gently slide the drum unit into the machine until it stops at the blue lock lever.

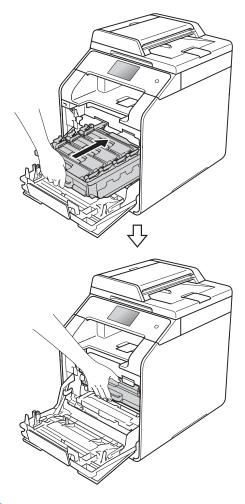


- 12 Turn the blue lock lever (1) clockwise to the lock position.





13 Push the drum unit in until it stops.





Close the front cover of the machine.

# Cleaning and Checking the machine

Clean the outside and inside of the machine regularly with a dry, lint-free cloth. When you replace the toner cartridge or the drum unit, make sure that you clean the inside of the machine. If printed pages are stained with toner, clean the inside of the machine with a dry, lint-free cloth.

## WARNING



- DO NOT put a toner cartridge into a fire. It could explode, resulting in injuries.
- DO NOT use flammable substances, any type of spray, or an organic solvent/liquid containing alcohol or ammonia to clean the inside or outside of the machine. Doing so could cause a fire or electrical shock. Instead, use only a dry, lint-free cloth.

(See Product Safety Guide)



### IMPORTANT

- Use neutral detergents. Cleaning with volatile liquids such as thinner or benzine will damage the surface of the machine.
- DO NOT use cleaning materials that contain ammonia.
- DO NOT use isopropyl alcohol to remove dirt from the control panel. It may crack the panel.

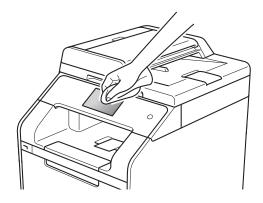
### Cleaning the outside of the machine

### IMPORTANT

DO NOT use any type of liquid cleaners (including ethanol).

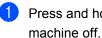
#### **Cleaning the Touchscreen**

- 1 Press and hold down 🕐 to turn the machine off.
- 2 Clean the Touchscreen with a *dry*, soft lint-free cloth.



Turn on the machine.

### Cleaning the outside of the machine

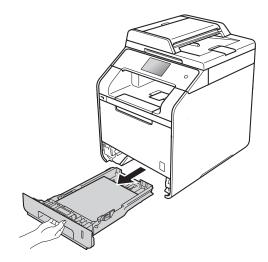


Press and hold down (1) to turn the

2 Wipe the outside of the machine with a dry, lint-free cloth to remove dust.



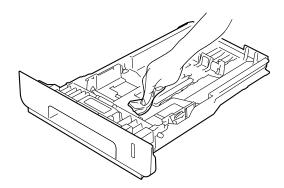
- 3)
- Pull the paper tray completely out of the machine.





If paper is loaded in the paper tray, remove it.

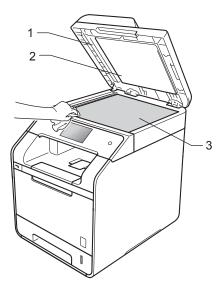
- 5 Remove anything that is stuck inside the paper tray.
- 6 Wipe the inside and the outside of the paper tray with a dry, lint-free cloth to remove dust.



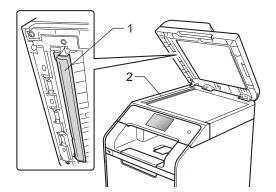
- **7** Re-load the paper and put the paper tray firmly back in the machine.
- 8 Turn on the machine.

## **Cleaning the scanner glass**

- Press and hold down (1) to turn the machine off.
- Lift the document cover (1). Clean the white plastic surface (2) and scanner glass (3) underneath it with a soft lint-free cloth gently moistened with water.



3 In the ADF unit, clean the white bar (1) and the scanner glass strip (2) underneath it with a soft lint-free cloth gently moistened with water.



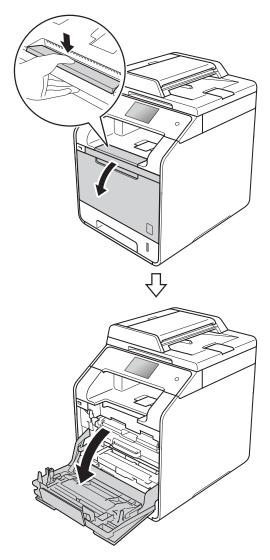
#### NOTE

In addition to cleaning the scanner glass and glass strip with a soft lint-free cloth gently moistened with water, run your finger tip over the glass to see if you can feel anything on it. If you feel dirt or debris, clean the glass again concentrating on that area. You may need to repeat the cleaning process three or four times. To test, make a copy after each cleaning.

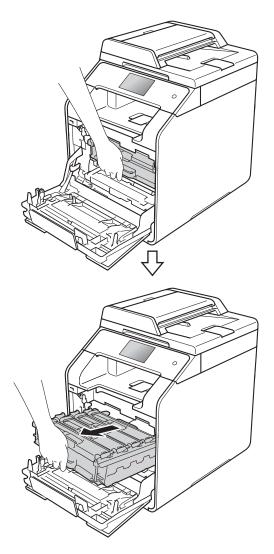
- 4 Close the document cover.
- Turn on the machine.

# Cleaning the laser scanner windows

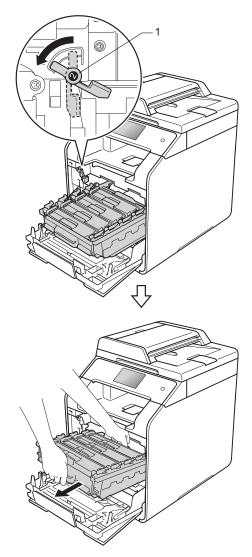
- Press and hold down (b) to turn the machine off.
- Press the front cover release button and pull open the front cover.



3 Hold the blue handle of the drum unit. Pull the drum unit out until it stops.

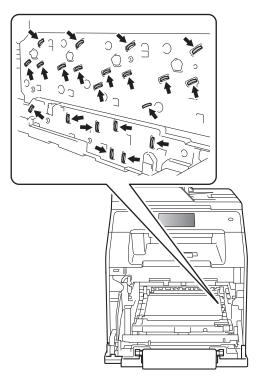


4 Turn the blue lock lever (1) at the left of the machine counterclockwise to the release position. Holding the blue handles of the drum unit, lift the front of the drum unit and remove it from the machine.



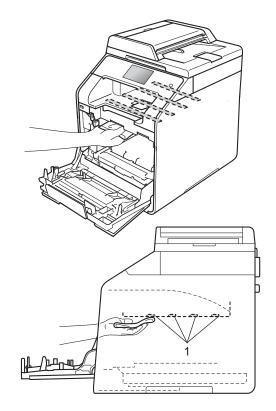
### IMPORTANT

- We recommend that you place the drum unit on a clean, flat surface with disposable paper underneath it in case you accidentally spill or scatter toner.
- To prevent damage to the machine from static electricity, DO NOT touch the electrodes shown in the illustration.

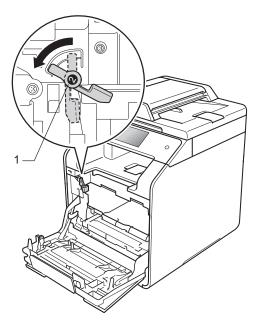


• Hold the blue handles of the drum unit when you carry it. DO NOT hold the sides of the drum unit.

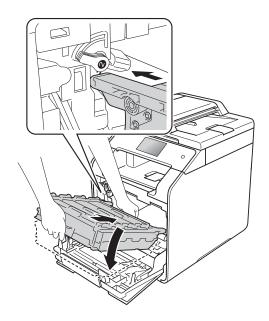
5 Wipe the four scanner windows (1) with a dry, lint-free cloth.



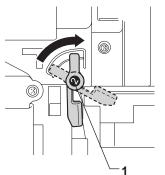
6 Make sure the blue lock lever (1) is in the release position as shown in the illustration.

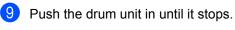


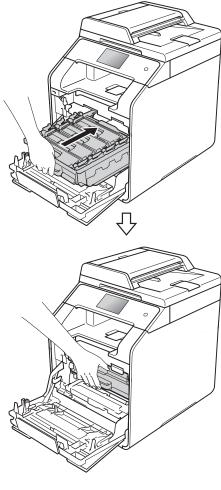
Gently slide the drum unit into the machine until it stops at the blue lock lever.



8 Turn the blue lock lever (1) clockwise to the lock position.









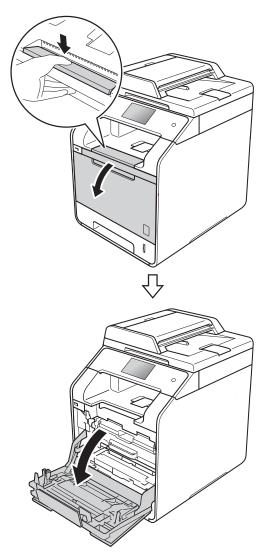
Close the front cover of the machine.

**11** Turn on the machine.

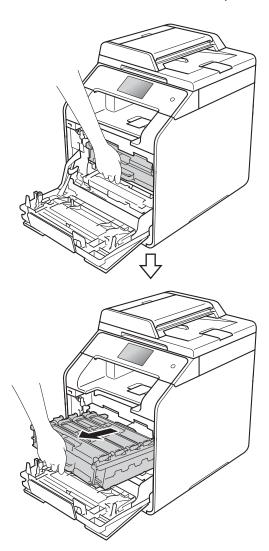
## Cleaning the corona wires

If you have print quality problems or the Touchscreen shows Drum !, clean the corona wires as follows:

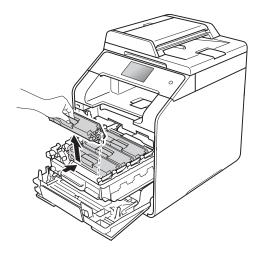
- Make sure that the machine is turned on.
- 2 Press the front cover release button and pull open the front cover.



3 Hold the blue handle of the drum unit. Pull the drum unit out until it stops.



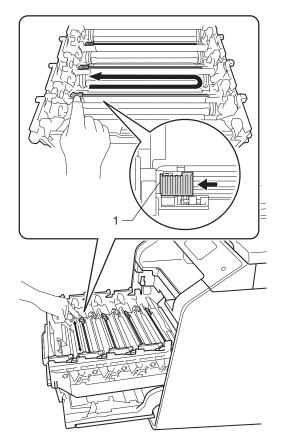
4 Hold the handle of the toner cartridge and gently push it toward the machine to unlock it. Then pull it out of the drum unit. Repeat this for all the toner cartridges.



### IMPORTANT

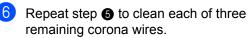
- We recommend that you place the toner cartridge on a piece of disposable paper or cloth in case you accidentally spill or scatter toner.
- Handle the toner cartridge carefully. If toner scatters on your hands or clothes, immediately wipe or wash it off with cold water.

5 Clean the corona wire inside the drum unit by gently sliding the blue tab from left to right and right to left several times.



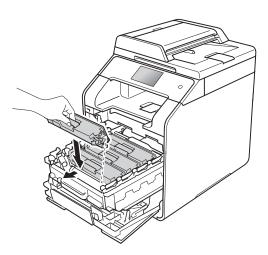
### NOTE

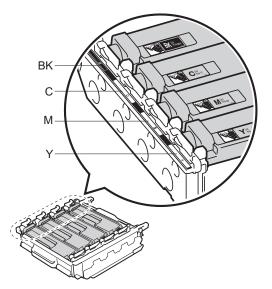
Be sure to return the tab to the home position (1). If you do not, printed pages may have a vertical stripe.



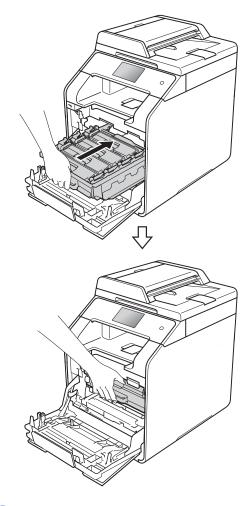
A

7 Hold the handle of the toner cartridge and slide the toner cartridge into the drum unit then gently pull it toward you until you hear it click into place. Make sure that you match the toner cartridge colour to the same colour label on the drum unit. Repeat this for all the toner cartridges.





BK = Black, C = Cyan, M = Magenta, Y= Yellow 8 Push the drum unit in until it stops.

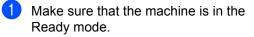




9 Close the front cover of the machine.

## Cleaning the drum unit

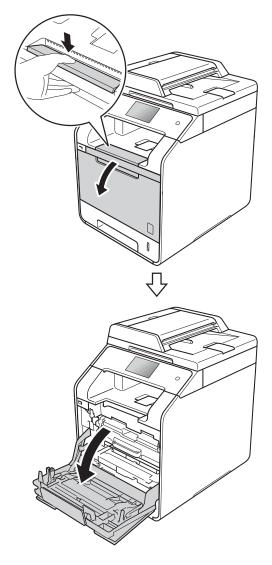
If your printout has dots at 94 mm intervals, follow the steps below to solve the problem.



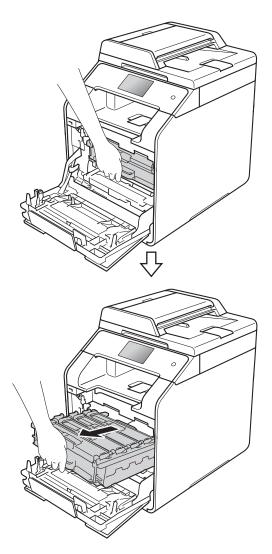


- **3 Press** All Settings.
- Swipe up or down, or press ▲ or ▼ to display Print Reports.
- 5 Press Print Reports.
- 6 Swipe up or down, or press ▲ or ▼ to display Drum Dot Print.
- **7** Press Drum Dot Print.
- 8 The machine will display Press [OK]. Press OK.
- 9 The machine will print the Drum Dot Check Sheet. Then press .
- 10 Press and hold down (1) to turn the machine off.

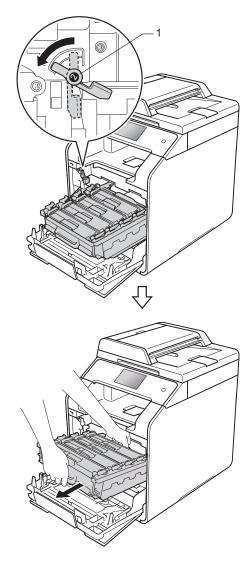
 Press the front cover release button and pull open the front cover.



- 12 Hold the blue handle of the drum unit. Pull the drum unit out until it stops.

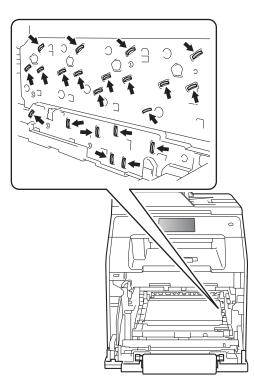


13 Turn the blue lock lever (1) at the left of the machine counterclockwise to the release position. Holding the blue handles of the drum unit, lift the front of the drum unit and remove it from the machine.

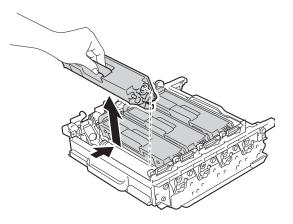


### IMPORTANT

- We recommend that you place the drum unit on a piece of disposable paper or cloth in case you accidentally spill or scatter toner.
- To prevent damage to the machine from static electricity, DO NOT touch the electrodes shown in the illustration.



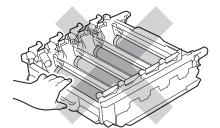
 Hold the blue handles of the drum unit when you carry it. DO NOT hold the sides of the drum unit. Hold the handle of the toner cartridge and gently push it forward to unlock it. Then pull it out of the drum unit. Repeat this for all the toner cartridges.

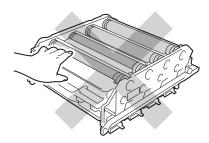


#### IMPORTANT

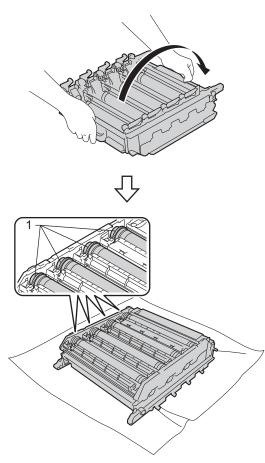
- Handle the toner cartridges carefully. If toner scatters on your hands or clothes, immediately wipe or wash it off with cold water.
- To avoid print quality problems, DO NOT touch the shaded parts shown in the illustrations.

#### <Drum unit>



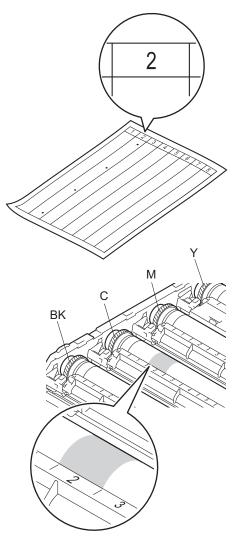


15 Turn the drum unit over by holding the blue handles. Make sure that the drum unit gears (1) are on the left hand side.

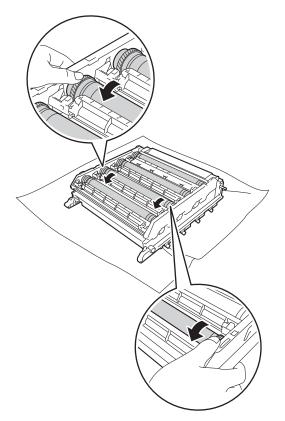


- 16 Check the drum dot check sheet for the following issues:
  - Dot Colour problem: The colour of printed dots is the colour of the drum you should clean.
  - Dot location: The sheet has eight numbered columns. The number of the column with the printed dot in it is used to find the dot position on the drum.

**17** Use the numbered markers next to the drum roller to find the mark. For example, a cyan dot in column 2 on the check sheet would mean that there is a mark in the "2" region of the cyan drum.



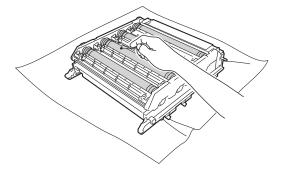
18 Once the drum has been selected, place one hand on the drum gear and at the other end of that drum place your other hand on the edge, then rotate the drum slowly towards you while looking at the surface of the suspected area.



### IMPORTANT

- To avoid print quality problems, DO NOT touch the surface of the drum unit with your bare hands.
- DO NOT clean the surface of the photosensitive drum with a sharp object or any liquids.

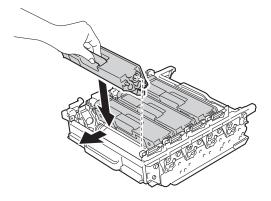
(19) When you have found the mark on the drum that matches the drum dot check sheet, wipe the surface of the drum gently with a cotton swab until the mark on the surface comes off.

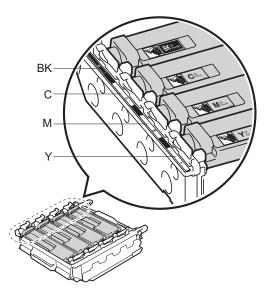


### IMPORTANT

DO NOT clean the surface of the photosensitive drum with a sharp object or any liquids.

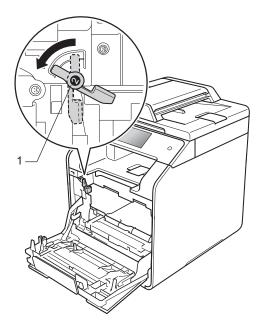
20 Hold the handle of the toner cartridge and slide the toner cartridge into the drum unit, then gently pull it toward you until you hear it click into place. Make sure that you match the toner cartridge colour to the same colour label on the drum unit. Repeat this for all the toner cartridges.



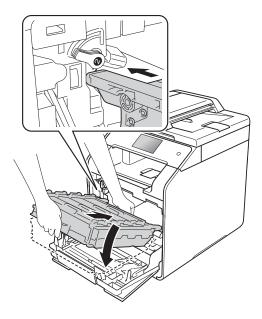


BK = Black, C = Cyan, M = Magenta, Y= Yellow

21 Make sure the blue lock lever (1) is in the release position as shown in the illustration.

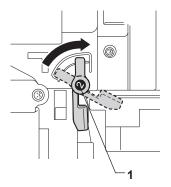


22 Gently slide the drum unit into the machine until it stops at the blue lock lever.

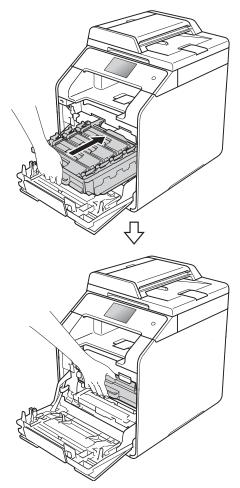




23 Turn the blue lock lever (1) clockwise to the lock position.



24 Push the drum unit in until it stops.





26

25 Close the front cover of the machine.

Turn on the machine and try a test print.

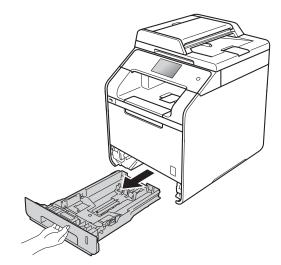
### Cleaning the paper pick-up rollers

Cleaning the paper pick-up roller periodically may prevent paper jams by ensuring correct paper feeding.

If you have paper feed problems, clean the pick-up rollers as follows:

1 Press and hold down ((b) to turn the machine off.

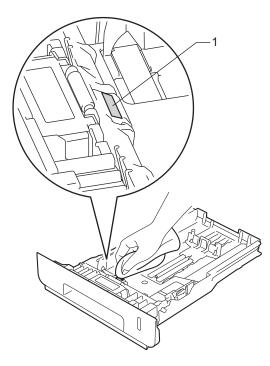
Pull the paper tray completely out of the machine.



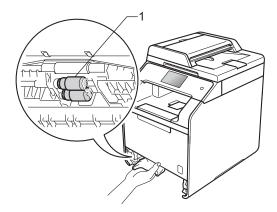
If paper is loaded in the paper tray, remove it.

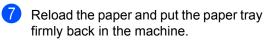
Remove anything that is stuck inside the paper tray.

5 Tightly wring out a lint-free cloth soaked in lukewarm water, and then wipe the separator pad (1) on the paper tray to remove dust.



6 Wipe the two pick-up rollers (1) inside the machine to remove dust.







Turn on the machine.

## **Colour Calibration**

The output density for each colour may vary depending on the machine's environment, such as temperature and humidity. Calibration helps you to improve the colour density.



- Press Calibration.
- Press Calibrate.
- 4 Press Yes to confirm.
- 5 The machine will display Completed.

## 6 Press 🏠.

You can reset the calibration parameters back to the factory settings.

<b>1</b> F	Press		
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- 2 Press Calibration.
- **3** Press Reset.
- 4 Press Yes to confirm.
- 5 The machine will display Completed.
- 6 Press 🏹.

### NOTE

• If an error message is displayed, press OK and try again.

(For more information, see *Error and maintenance messages* on page 120.)

- If you are using the Windows<sup>®</sup> printer driver, the driver will get the calibration data automatically if both Use Calibration Data and Get Device Data Automatically are selected. These settings are enabled by default. (see Software and Network User's Guide).
- If you are using the Macintosh printer driver, you must perform the calibration using the Status Monitor. Open the Status Monitor, and then select Color Calibration from the Control menu (see Software and Network User's Guide).

## **Colour Registration**

If solid areas of colour or images have cyan, magenta or yellow fringes, you can use the auto-registration feature to correct the problem.



- **Press** Registration.
- **3** Press Yes to confirm.
- 4 The machine will display Completed.
- 5 Press 🏠

## **Auto Correction**

You can set if the colour correction (Colour Calibration and Colour Registration) occurs automatically. The default setting is on. The colour correction process consumes some amount of the toner.

1	Press
2	Press All Settings.
3	Press Printer.
4	Swipe up or down, or press ▲ or ▼ to display Colour Correction.
5	Press Colour Correction.
6	Press Auto Correction.
7	Press On or Off.
8	Press



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

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

## Identifying the problem

First, check that:

- The machine's power cord is connected correctly and the machine's power is on. If the machine does not turn on after connecting the power cord, see Other difficulties on page 149.
- 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.
- Touchscreen Messages

(See Error and maintenance messages on page 120.)

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

Paper handling and Printing problems:

- Printing difficulties on page 141
- Paper handling difficulties on page 142
- Printing received faxes on page 143

Telephone and Fax problems:

- Telephone line or connections on page 143
- Handling incoming calls on page 146
- Receiving Faxes on page 143
- Sending faxes on page 145

Copying problems:

■ *Copying difficulties* on page 146

Troubleshooting

Scanning problems:

Scanning difficulties on page 147

Software and Network problems:

- Software difficulties on page 147
- Network difficulties on page 148

## Error and maintenance messages

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

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

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

### NOTE

The Touchscreen names are as follows.

- Multi-purpose tray: MP Tray
- Standard paper tray: Tray1
- Optional lower tray: Tray2

Error Message	Cause	Action
2-sided Disabled	The back cover of the machine is not closed completely.	Close the back cover of the machine until it locks into the closed position.
2-sided Disabled Reload paper, then press [Retry].	Although the size of paper in the paper tray matches the paper size that was selected from the control panel or printer driver, the machine has stopped printing when it encountered an additional, different size of paper in the tray.	Make sure the paper tray contains only the size of paper you select in either the control panel or printer driver, then press Colour Start or Mono Start.
	The paper tray was pulled out before the machine completed printing on both sides of the paper.	Reinstall the paper tray and press Colour Start OF Mono Start.
Access Denied	The function you want to use is restricted by Secure Function Lock.	Contact your administrator to check your Secure Function Lock Settings.
Access Error	The device was removed from the USB direct interface while the data was processing.	Press X. Reinsert the device and try to print with Direct Print.
Belt End Soon	The belt unit is near the end of its life.	Buy a new belt unit before you get a Replace Belt message.

Error Message	Cause	Action
Calibration failed.	Calibration failed.	Press OK and try it again.
laited.		Press and hold down (1) to turn off the
		machine.
		Wait a few seconds, and then turn on the machine again.
		Perform the colour calibration again using the Touchscreen or the printer driver (see <i>Colour Calibration</i> on page 116).
		Put in a new belt unit (see Replacing the belt unit on page 87).
		If the problem continues, contact Brother customer service or your local Brother dealer.
Cartridge Error	The toner cartridge is not installed correctly.	Pull out the drum unit, take out the toner cartridge for the colour that is indicated on the Touchscreen, and put it back into the drum unit again. Put the drum unit back in the machine.
		If the problem continues, contact Brother customer service or your local Brother dealer.
Comm.Error	Poor telephone line quality caused a communication error.	Try sending the fax again or try connecting the machine to another telephone line. If the problem continues, contact the telephone company and ask them to check your telephone line.
Condensation	One of the issues that can cause this error is that condensation may form inside the machine after a room temperature change.	Leave the machine turned on. Wait for 30 minutes with the front cover fully opened. Then turn off the machine and close the cover. Turn it on again.
Cooling Down	The temperature of the drum	Make sure you can hear the fan in the machine
Wait for a while.	unit or toner cartridge is too hot. The machine will pause its	spinning and that the exhaust outlet is not blocked by something.
	current print job and go into cooling down mode. During the cooling down mode, you will hear the cooling fan running while the Touchscreen	If the fan is spinning, remove any obstacles that surround the exhaust outlet, and then leave the machine turned on but do not use it for several minutes.
	displays Cooling Down, and Wait for a while	If the fan is not spinning, disconnect the machine from the power for several minutes, then reconnect it.

Error Message	Cause	Action
Cover is Open.	The front cover is not completely closed.	Close the front cover of the machine.
	The fuser cover is not completely closed or paper was jammed in the back of the	Close the fuser cover located inside the back cover of the machine.
	machine when you turned on the power.	Make sure paper is not jammed behind the fuser cover at the back of the machine, then close the fuser cover and press Start (see Paper is jammed at the back of the machine on page 134).
	The ADF cover is not completely closed.	Close the ADF cover of the machine.
	The ADF cover is open while loading a document.	Close the ADF cover of the machine, then press X.
DIMM Error	<ul> <li>The DIMM is not installed correctly.</li> <li>The DIMM is broken.</li> </ul>	<ul> <li>Turn off the machine and unplug the power cord. Remove the DIMM. (See Advanced User's Guide)</li> </ul>
	<ul> <li>The DIMM does not meet the required specifications.</li> </ul>	<ul> <li>Confirm the DIMM meets the required specifications. (See Advanced User's Guide)</li> </ul>
		Reinstall the DIMM correctly. Wait a few seconds, plug in the power cord, and then turn the machine on again.
		<ul> <li>If this error message appears again, replace the DIMM with a new one. (See Advanced User's Guide)</li> </ul>
Disconnected	The other person or other person's fax machine stopped the call.	Try to send or receive again.
Document Jam	The document was not inserted or fed correctly, or the document scanned from the ADF was too long.	See Document is jammed in the top of the ADF unit on page 130 or Using the automatic document feeder (ADF) on page 37.
Drum End Soon	The drum unit is near the end of its life.	Order a new drum unit before you get a Replace Drum message.
Drum !	The corona wires on the drum unit must be cleaned.	Clean all four corona wires inside the drum unit by sliding the blue tab (see <i>Cleaning the</i> <i>corona wires</i> on page 106).
	The drum unit is not installed correctly.	Remove the drum unit, remove the toner cartridges from the drum unit, and reinstall the toner cartridges back into the drum unit. Reinstall the drum unit back in the machine.
Drum Stop	It is time to replace the drum unit.	Replace the drum unit, (see <i>Replacing the drum unit</i> on page 81).
Jam 2-sided	The paper is jammed underneath the paper tray or the fuser unit.	See Paper is jammed underneath the paper tray on page 139.

Error Message	Cause	Action
Jam Inside	The paper is jammed inside the machine.	See <i>Paper is jammed inside the machine</i> on page 136.
Jam MP Tray	The paper is jammed in the multi-purpose tray of the machine.	See <i>Paper is jammed in the multi-purpose tray</i> on page 132.
Jam Rear	The paper is jammed in the back of the machine.	See Paper is jammed at the back of the machine on page 134.
Jam Trayl Jam Tray2	The paper is jammed in the paper tray of the machine.	See Paper is jammed in the Paper Tray 1 or Tray 2 on page 133.
Limit Exceeded	The number of pages you are allowed to print has been exceeded. The print job will be cancelled.	Contact your administrator to check your Secure Function Lock Settings.
Log Access Error	The machine could not access the print log file in the server.	Contact your administrator to check the Store Print Log to Network settings.
		For more information, see Software and Network User's Guide.
No Belt Unit	The belt unit is not installed correctly.	Reinstall the belt unit, (see the steps in <i>Replacing the belt unit</i> on page 87).
No Drum Unit	The drum unit is not installed correctly.	Reinstall the drum unit, (see the steps in <i>Replacing the drum unit</i> on page 81.)
No HUB Support	A USB hub device is connected to the USB direct interface.	Disconnect the USB hub device from the USB direct interface.
No Paper	The machine is out of paper in the paper tray, or paper is not correctly loaded in the paper tray.	Do one of the following:
CO		Refill paper in the paper tray. Make sure the paper guides are set to the correct size.
		Remove the paper and load it again. Make sure the paper guides are set to the correct size.
		<ul> <li>If the problem is not resolved, the paper pick-up roller may need to be cleaned.</li> <li>Clean the paper pick-up roller.</li> <li>(See <i>Cleaning the paper pick-up rollers</i> on page 115)</li> </ul>
No Permission	Printing colour documents is restricted by Secure Function Lock. The print job will be cancelled.	Contact your administrator to check your Secure Function Lock Settings.
No Response/Busy	The number you dialled does not answer or is busy.	Verify the number and try again.

Error Message	Cause	Action
No Toner	The toner cartridge for the colour indicated on the Touchscreen is not installed correctly.	Remove the drum unit, remove the toner cartridge for the colour indicated on the Touchscreen from the drum unit, and reinstall the toner cartridge back into the drum unit. Reinstall the drum unit back in the machine. If the problem continues, replace the toner cartridge (see <i>Replacing the toner cartridges</i> on page 75).
No Tray	The paper tray indicated on the Touchscreen is not installed or not installed correctly.	Reinstall the paper tray indicated on the Touchscreen.
No Waste Toner	The waste toner box is not installed correctly.	Reinstall the Waste Toner Box, (see the steps in <i>Replacing the waste toner box</i> on page 92).
Out of Memory	The machine's memory is full.	Fax sending or copy operation in progress
		Do one of the following:
		Press Send Now, Partial Print or Quit to send or copy the scanned pages.
		Press and wait until the other operations in progress finish, and then try again.
		Clear the faxes from the memory.
		Print the faxes that are stored in the memory to restore the memory to 100%. Then turn off Fax Storage to avoid storing more faxes in the memory (see Advanced User's Guide).
		Add optional memory (see Advanced User's Guide).
		Print operation in process
		Do one of the following:
		Reduce the print resolution
		(see Software and Network User's Guide).
		Clear the faxes from the memory (see the above explanation).
		Add optional memory (see Advanced User's Guide).
Print Data Full	The machine's memory is full.	Press and delete the previously stored secure print jobs.
		Add optional memory (see Advanced User's Guide).

Error Message	Cause	Action
Print Unable XX	The machine has a mechanical	Do one of the following:
	problem.	Press and hold down (1) to turn the
		machine off, wait a few minutes, and then turn it on again (see <i>Transferring your faxes or Fax Journal report</i> on page 128).
		If the problem continues, contact Brother customer service for support.
Registration failed.	Registration failed.	Press OK and try again.
lalled.		Press and hold down (b) to turn off the machine.
		Wait a few seconds, then turn it on again.
		Perform the automatic colour registration using the Touchscreen (see <i>Colour Registration</i> on page 117).
		Put in a new belt unit (see Replacing the belt unit on page 87).
		If the problem continues, contact Brother customer service.
Rename the File	There is already a file on the USB flash drive with the same name as the file you are trying to save.	Change the file name of the file on the USB flash drive or the file you are trying to save.
Replace Belt	It is time to replace the belt unit.	Replace the belt unit (see <i>Replacing the belt unit</i> on page 87).
Replace Drum	It is time to replace the drum unit.	Replace the drum unit (see <i>Replacing the drum unit</i> on page 81).
	The drum unit counter was not reset when a new drum was installed.	Reset the drum unit counter by following the instructions included with the new drum unit.
Replace Fuser	It is time to replace the fuser unit.	Contact Brother customer service or your local Brother dealer to replace the fuser unit.
Replace Laser	It is time to replace the laser unit.	Contact Brother customer service or your local Brother dealer to replace the laser unit.
Replace PF Kit MP	It is time to replace the paper	Contact Brother customer service or your local
Replace PF Kit1	feeding kit.	Brother dealer to replace the paper feeding kit.
Replace PF Kit2		
Replace Toner <sup>1</sup> <sup>1</sup> The Touchscreen indicates the toner	The toner cartridge is at the end of its life. The machine will stop all print operations.	Replace the toner cartridge for the colour indicated on the Touchscreen (see <i>Replacing the toner cartridges</i> on page 75).
cartridge colour that you must replace. Bк=Black, C=Cyan, м=Magenta, y=Yellow	While memory is available, faxes will be stored in the memory.	

Error Message	Cause	Action
Replace WT Box	It is time to replace the waste toner box.	Replace the waste toner box (see <i>Replacing the waste toner box</i> on page 92).
Scan Unable	Document is too long for 2-sided scanning.	Press X. Use the appropriate size of paper for 2-sided scanning (see <i>Print media</i> on page 220).
	The machine has a mechanical problem.	Press and hold down to turn the machine off, and then turn it on again (see <i>Transferring your faxes or Fax Journal report</i> on page 128).
		If the problem continues, contact Brother customer service for support.
Self-Diagnostic	The temperature of the fuser unit does not rise to a specified temperature within the specified time.	Press and hold down (1) to turn the machine off, wait a few seconds, and then turn it on again. Leave the machine idle for 15 minutes with the power on.
	The fuser unit is too hot.	
Short paper	The length of the paper in the tray is too short for the machine to deliver it to the face-down output tray.	Open the back cover (face-up output tray) to let the printed page exit onto the face up output tray. Remove the printed pages and then press Retry.
Size Error	The paper size defined in the printer driver is not supported by the defined tray.	Choose a paper size which is supported by each tray (see <i>Paper type and size</i> on page 32.)
Size Error 2-sided	The paper size defined in the printer driver and the Touchscreen menu is not	Press X. Choose a paper size that is supported by 2-sided printing.
	available for automatic 2-sided printing.	The paper size you can use for automatic 2-sided printing is A4.
	The paper in the tray is not the correct size and is not available for automatic 2-sided printing.	Load the correct size of paper in the tray and set the size of paper for the tray (see <i>Paper Size</i> on page 29).
		The paper size you can use for automatic 2-sided printing is A4.
Size mismatch	The paper in the tray is not the	Do one of the following:
	correct size.	Put the same size of paper in the paper tray that is selected in the printer driver, and then press Start.
		In the printer driver select the size of paper that you loaded in the indicated paper tray.
Small paper	The paper size specified in the printer driver is too small for the machine to deliver it to the face-down output tray.	Open the back cover (back output tray) to let the printed paper out on the face-up output tray and then press Retry.

Error Message	Cause	Action
Toner Error	One or more toner cartridges are not installed correctly.	Pull out the drum unit. Remove all of the toner cartridges, and then put them back into the drum unit.
Toner Low:X <sup>1</sup> (X) indicates the toner cartridge colour that is near the end of its life. BK=Black, C=Cyan, M=Magenta, Y=Yellow	If the Touchscreen displays Toner Low you can still print; however, the machine is telling you that the toner cartridge is near the end of its life.	Order a new toner cartridge for the colour that is indicated on the Touchscreen now so a replacement toner cartridge will be available when the Touchscreen displays Replace Toner.
Too Many Files	There are too many files stored on the USB flash drive.	Reduce the number of files stored on the USB flash drive.
Touchscreen Initialisation Failed	The Touchscreen was pressed before the power on initialization was completed.	Make sure nothing is touching or resting on the Touchscreen.
	Debris may be stuck between the lower part of the Touchscreen and its frame.	Insert a piece of stiff paper between the lower part of the Touchscreen and its frame and slide it back and forth to push out the debris.
Tray2 Error	The optional lower tray is not installed correctly.	Reinstall the optional lower tray.
Unusable Device Remove the Device. Turn the power off and back on again.	A defective USB device or a high power consumption USB device has been connected to the USB direct interface.	Unplug the device from the USB direct interface. Press and hold down to turn the machine off, and then turn it on again.
Unusable Device	A USB device or USB flash drive that is not supported/is encrypted has been connected to the USB direct interface.	Unplug the device from the USB direct interface (see the specifications for supported USB flash drives in <i>Printing from a USB flash</i> <i>drive or digital camera supporting mass</i> <i>storage</i> on page 61).
USB Write-protected	The protect switch of the USB flash drive is on.	Turn off the protect switch of the USB flash drive.
WT Box End Soon	The waste toner box is near the end of its life.	Buy a new waste toner box before you get a Replace WT Box message.

## Transferring your faxes or Fax Journal report

If the Touchscreen displays:

- Print Unable XX
- Scan Unable

We recommend transferring your faxes to another fax machine or to your computer (see Transferring faxes to another fax machine on page 128 or Transferring faxes to your computer on page 129).

You can also transfer the Fax Journal report to see if there are any faxes you must transfer (see Transferring the Fax Journal report to another fax machine on page 129).

### NOTE

If there is an error message on the Touchscreen after the faxes have been transferred, disconnect the machine from the power source for several minutes, and then reconnect it.

### Transferring faxes to another fax machine

If you have not set up your Station ID, you cannot enter fax transfer mode (see Enter personal information (Station ID) on page 18).

1 Press 🗙 to interrupt the error temporarily.



- Press All Settings.
- Swipe up or down, or press ▲ or ▼ to display Service.
- Press Service.
- Press Data Transfer.
- Press Fax Transfer.
- 8 Do one of the following:
  - If the Touchscreen displays No Data, there are no faxes left in the machine's memory. Press Close.
  - Enter the fax number to which faxes will be forwarded.



Press Fax Start.

### Transferring faxes to your computer

You can transfer the faxes from your machine's memory to your computer.

- Press X to interrupt the error temporarily.
- 2 Make sure you have installed MFL-Pro Suite and then turn on PC-FAX Receive on the computer. Follow the instructions for the operating system you are using.
  - (Windows<sup>®</sup> XP, Windows Vista<sup>®</sup> and Windows<sup>®</sup> 7)

From the 👩 (Start) menu, select All

Programs > Brother > 👬 🛣 Brother Utilities.

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**.

■ (Windows<sup>®</sup> 8)

Click **Provide State** (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 PC-FAX Receive (Windows<sup>®</sup> only) on page 49).

If faxes are in the machine's memory when you set up PC Fax Receive, the Touchscreen will ask if you want to transfer the faxes to your computer.



- 4 Do one of the following:
  - To transfer all faxes to your computer, press Yes. If Fax Preview is set to Off, you will be asked if you want to print backup copies.
  - To exit and leave the faxes in the memory, press No.

## 5 Press 🏠.

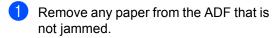
## Transferring the Fax Journal report to another fax machine

If you have not set up your Station ID, you cannot enter fax transfer mode (see *Enter personal information (Station ID)* on page 18).

- Press X to interrupt the error temporarily.
- 2 Press
  - Press All Settings.
- 4 Swipe up or down, or press ▲ or ▼ to display Service.
- 5 Press Service.
- 6 Press Data Transfer.
- **7 Press** Report Transfer.
- B Enter the fax number to which the Fax Journal report will be forwarded.
- 9 Press Fax Start.

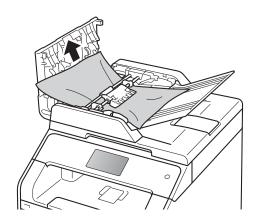
## **Document Jams**

### Document is jammed in the top of the ADF unit

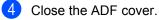


Open the ADF cover.

3 Pull the jammed document out to the left.



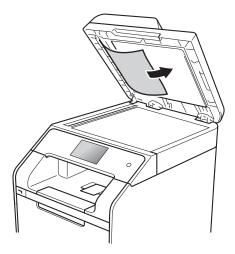
If the document rips or tears, be sure you remove all small paper scraps to prevent future jams.





### Document is jammed under the document cover

- Remove any paper from the ADF that is not jammed.
- 2 Lift the document cover.
- 3 Pull the jammed document out to the right.



If the document rips or tears, be sure you remove all small paper scraps to prevent future jams.



Close the document cover.

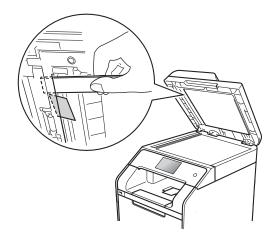


# Removing small documents jammed in the ADF

1 Li

Lift the document cover.

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



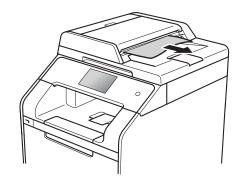


Close the document cover.



# Document is jammed at the output tray

- Remove any paper from the ADF that is not jammed.
- Pull the jammed document out to the right.





## Paper Jams

Always remove the remaining paper from the paper tray and straighten the stack when you are adding new paper. This helps prevent multiple sheets of paper from feeding through the machine at one time and prevents paper jams.

## Paper is jammed in the multipurpose tray

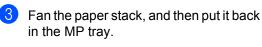
If the Touchscreen displays Jam MP Tray, follow these steps:



Remove the paper from the MP tray.

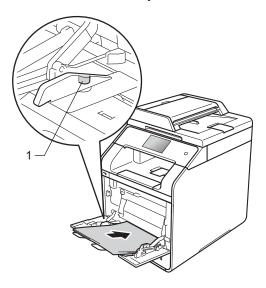
2 Remove any jammed paper from in and around the MP tray.







4 When loading paper in the MP tray, make sure that the paper stays under the maximum paper height guides (1) on both sides of the tray.





5 Press Retry to resume printing.

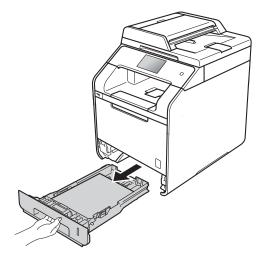
## Paper is jammed in the Paper Tray 1 or Tray 2

If the Touchscreen displays Jam Tray1 or Jam Tray2, follow these steps:

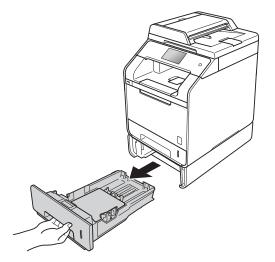


Pull the paper tray completely out of the machine.

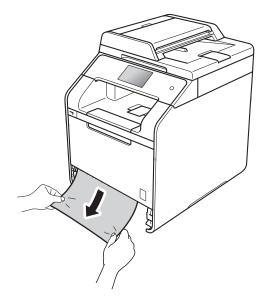
For Jam Tray1:



For Jam Tray2:



Use both hands to slowly pull out the jammed paper.



### NOTE

Pulling the jammed paper downward allows you to remove the paper more easily.

3 Make sure the paper is below the

maximum paper mark ( $\nabla \nabla$ ) in the paper tray. While pressing the blue paper-guide release lever, slide the paper guides to fit the paper size. Make sure the guides are firmly in the slots.

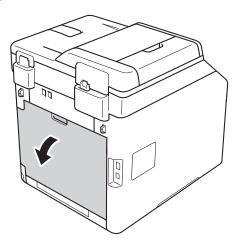
Put the paper tray firmly back in the machine.

## Paper is jammed at the back of the machine

If the Touchscreen displays Jam Rear, follow these steps:

- Leave the machine turned on for 10 minutes for the internal fan to cool the extremely hot parts inside the machine.

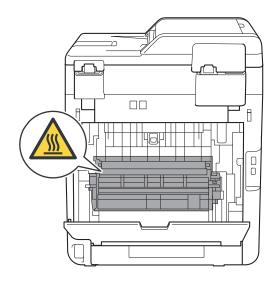
2 Open the back cover.



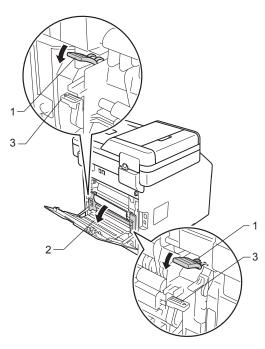
## **WARNING**

## A HOT SURFACE

After you have just used the machine, some internal parts of the machine will be extremely hot. Wait for the machine to cool down before you touch the internal parts.

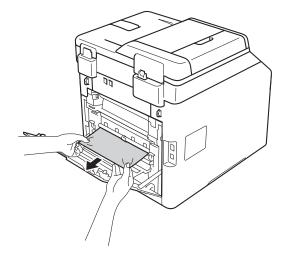


3 Pull the blue tabs (1) at the left and right sides down to release the fuser cover (2).



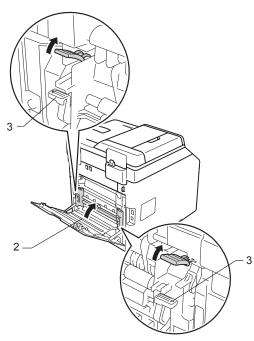
#### NOTE

If the envelope levers (3) inside the back cover are pulled down to the envelope position, lift these levers to the original position before pulling the blue tabs (1) down.  Use both hands to gently pull the jammed paper out of the fuser unit.





Close the fuser cover (2).



#### NOTE

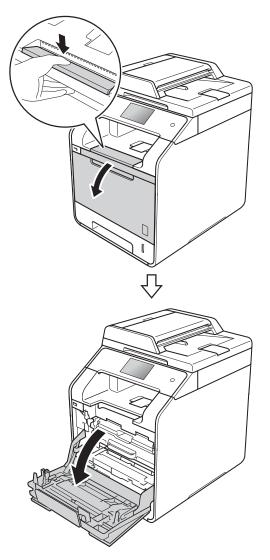
If you print on envelopes, pull down the envelope levers (3) to the envelope position again before closing the back cover.

6 Close the back cover.

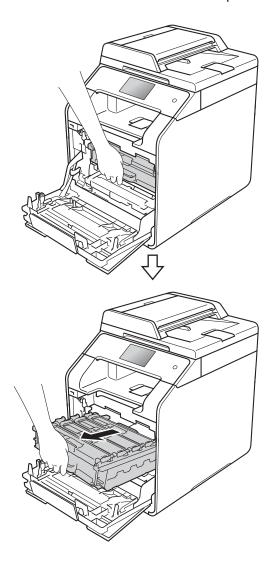
# Paper is jammed inside the machine

If the Touchscreen displays <code>Jam Inside</code>, follow these steps:

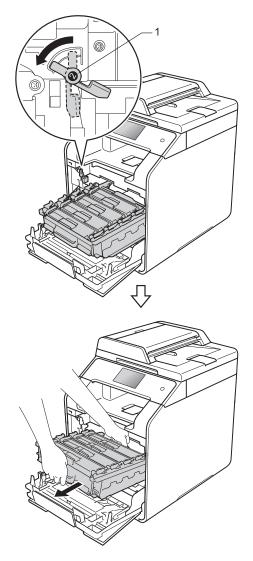
Press the front cover release button and pull open the front cover.



2 Hold the blue handle of the drum unit. Pull the drum unit out until it stops.

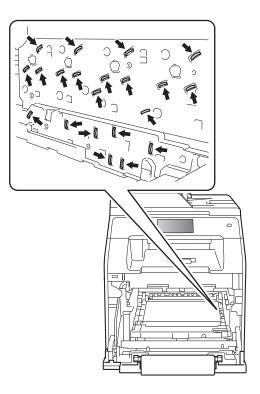


3 Turn the blue lock lever (1) at the left of the machine counterclockwise to the release position. Holding the blue handles of the drum unit, lift the front of the drum unit and remove it from the machine.

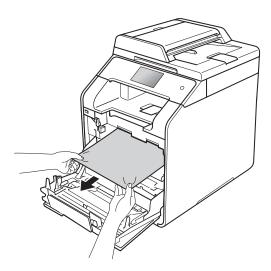


#### IMPORTANT

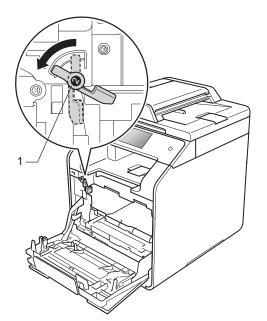
- We recommend that you place the drum unit on a piece of disposable paper or cloth in case you accidentally spill or scatter toner.
- To prevent damage to the machine from static electricity, DO NOT touch the electrodes shown in the illustration.



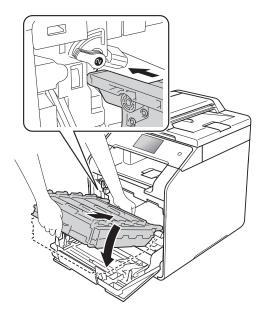
4 Pull out the jammed paper slowly.



5 Make sure the blue lock lever (1) is in the release position as shown in the illustration.

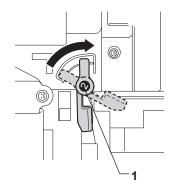


6 Gently slide the drum unit into the machine until it stops at the blue lock lever.



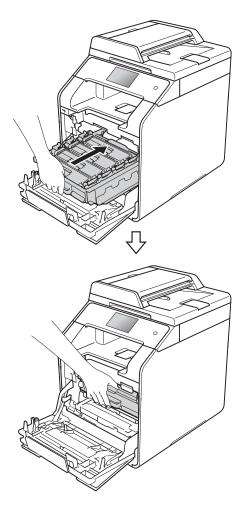
7

Turn the blue lock lever (1) clockwise to the lock position.





8 Push the drum unit in until it stops.





9 Close the front cover of the machine.

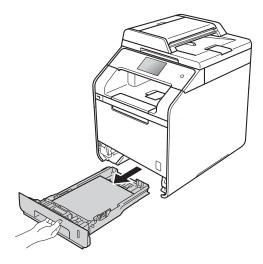
#### NOTE

If you turn off the machine while Jam Inside is on the Touchscreen, the machine will print incomplete data from your computer when it is turned on. Before you turn on the machine, delete the job from your computer's print spooler.

### Paper is jammed underneath the paper tray

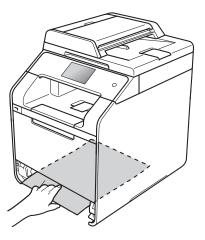
If the Touchscreen displays Jam 2-sided, follow these steps:

- Leave the machine turned on for 10 minutes for the internal fan to cool the extremely hot parts inside the machine.
- Pull the paper tray completely out of the machine.

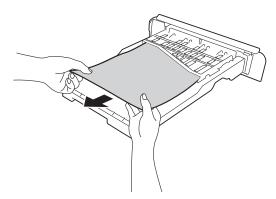




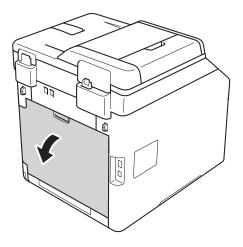
Make sure the jammed paper is not inside the machine.



4 If paper is not caught inside the machine, check underneath the paper tray.



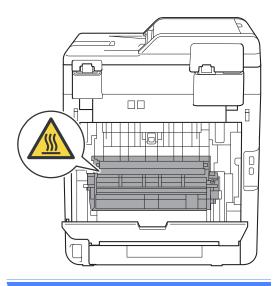
5 If the paper is not caught in the paper tray, open the back cover.



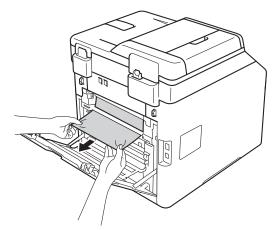
# **WARNING**

# A HOT SURFACE

After you have just used the machine, some internal parts of the machine will be extremely hot. Wait for the machine to cool down before you touch the internal parts.



6 Use both hands to gently pull the jammed paper out of the back of the machine.





7 Close the back cover until it locks in the closed position.

Put the paper tray firmly back in the machine.

# If you are having difficulty with your machine

#### IMPORTANT

- For technical help, you must call Brother customer service or your local Brother dealer.
- If you think there is a problem with your machine, check the chart below and follow the troubleshooting tips. You can correct most problems yourself.
- If you need additional help, the Brother Solutions Center offers the latest FAQs and troubleshooting tips.

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

Difficulty	Suggestions
No printout.	Check that the correct printer driver has been installed and selected.
	Check to see if the Touchscreen is showing an error message (see <i>Error and maintenance messages</i> on page 120).
	Check the machine is online:
	(Windows <sup>®</sup> 7 and Windows Server <sup>®</sup> 2008 R2)
	Click the 🚱 (Start) button > Devices and Printers. Right-click Brother MFC-XXXX Printer and click See what's printing. Click Printer in the menu bar. Make sure Use Printer Offline is cleared.
	(Windows Vista <sup>®</sup> and Windows Server <sup>®</sup> 2008)
	Click the 🚱 (Start) button > Control Panel > Hardware and Sound > Printers. Right-click Brother MFC-XXXX Printer. Make sure Use Printer Online is not listed. If it is listed, click this option to set the driver Online.
	(Windows <sup>®</sup> XP and Windows Server <sup>®</sup> 2003) Click the <b>Start</b> button > <b>Printers and Faxes</b> . Right-click <b>Brother MFC-XXXX</b> <b>Printer</b> . Make sure <b>Use Printer Online</b> is not listed. If it is listed, click this option to set the driver Online.
	(Windows <sup>®</sup> 8 and Windows Server <sup>®</sup> 2012) Move your mouse to the lower right corner of your desktop. When the menu bar appears, click Settings > Control Panel. In the Hardware and Sound (Hardware) group, click View devices and printers. Right-click the Brother MFC-XXXX Printer > 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.
	(Windows Server <sup>®</sup> 2012 R2) Click <b>Control Panel</b> on the <b>Start</b> screen. In the <b>Hardware</b> group, click <b>View</b> <b>devices and printers</b> . Right-click the <b>Brother MFC-XXXX Printer &gt; See what's</b> <b>printing</b> . If printer driver options appear, select your printer driver. Click <b>Printer</b> in the menu bar and make sure that <b>Use Printer Offline</b> is not selected.
	Contact your administrator to check your Secure Function Lock settings.
The machine is not printing or has stopped printing.	Press X.
	The machine will cancel the print job and clear it from the memory. The printout may be incomplete.

#### **Printing difficulties**

## Printing difficulties (continued)

Difficulty	Suggestions
The headers or footers appear when the document is displayed on the screen but they are not on the printed page.	There is an unprintable area on the top and bottom of the page. Adjust the top and bottom margins in your document to allow for this (see <i>Unscannable and unprintable areas</i> on page 28).
The machine prints unexpectedly or it prints garbage.	Press 🗙 to cancel print jobs.
	Check the settings in your application to make sure they are set to work with your machine.
The machine prints the first couple of pages correctly, then some	Check that the print settings in your application are available in the machine's printer driver.
pages have missing text.	Your computer is not recognising the full signal of the machine's input buffer. Make sure you connected the interface cable correctly (see Quick Setup Guide).
The machine does not print on both sides of the paper even though the printer driver setting is 2-sided.	Check the paper size setting in the printer driver. You must choose A4 (60 to 105 $g/m^2$ ).
The machine does not display the USB menu when a USB flash drive is connected to the USB direct interface.	When the machine is in Deep Sleep mode, the machine does not wake up even if you connect a USB flash drive to the USB direct interface. Press the Touchscreen to wake up the machine.
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.
	If the machine is in Quiet mode, print speed is slower. Check the Quiet mode setting (see Advanced User's Guide).
The machine does not print from Adobe <sup>®</sup> Illustrator <sup>®</sup> .	Try to reduce the print resolution (see Software and Network User's Guide).
Poor print quality	See Improving the print quality on page 151.

## Paper handling difficulties

Difficulty	Suggestions
The machine does not feed paper.	If the Touchscreen shows a Paper Jam message and you still have a problem, see <i>Error and maintenance messages</i> on page 120.
	If the paper tray is empty, 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 in the paper tray.
	Reduce the amount of paper in the paper tray, and then try again.
	Make sure <b>MP Tray</b> is not selected for <b>Paper Source</b> in the printer driver.
	Clean the paper pick-up rollers (see <i>Cleaning the paper pick-up rollers</i> on page 115).
The machine does not feed paper	Make sure MP Tray is selected in the printer driver.
from the MP tray.	Fan the paper well and put it back in the tray firmly.
How do I print on envelopes?	Load up to three envelopes at a time in the MP tray. Your application must be set to print the envelope size you are using. This is usually done in the Page Setup or Document Setup menu of your application (see your application's manual for more information).

#### Printing received faxes

Difficulty	Suggestions
Condensed print	Usually this is caused by a poor telephone connection. Make a copy; if your copy looks good, you probably had a bad connection, with static or interference on the telephone line. Ask the other party to send the fax again.
Horizontal streaks	
Top and bottom sentences are cut off	
Missing lines	
Vertical black lines when receiving	The corona wires for printing may be dirty. Clean the corona wires on the drum unit (see <i>Cleaning the corona wires</i> on page 106).
	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.
Received faxes appear as split or blank pages.	Left and right margins are cut off or a single page is printed on two pages (see <i>Paper Size</i> on page 29).
	Turn on Auto Reduction (see Advanced User's Guide).

#### **Telephone line or connections**

Difficulty	Suggestions
Dialling does not work. (No dial tone)	Check all line cord connections. Make sure the telephone line cord is plugged directly into the telephone wall socket and the LINE socket of the machine.
	Change Tone/Pulse setting (see Advanced User's Guide).
	If an external phone is connected to the machine, send a manual fax by lifting the handset of the external telephone and dialling the number using the external telephone. Wait to hear the fax receiving tones before pressing Fax Start.
	If there is no dial tone, connect a known working telephone and telephone line cord directly into your master telephone wall 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 wall socket.
The machine does not answer when called.	Make sure the machine is in the correct receive mode for your setup (see <i>Receive Mode settings</i> on page 44).
	Check for a dial tone. If possible, call your machine to hear it answer. If there is still no answer, check the telephone line cord connection. If you do not hear 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 directly plugged into the telephone wall socket and the LINE socket of the machine. If you subscribe to DSL or VoIP services, contact your service provider for connection instructions.

#### **Receiving Faxes (continued)**

Difficulty	Suggestions
Cannot receive a fax. (continued)	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>Receive Mode settings</i> on page 44).
	If you have a dedicated fax line and want your Brother machine to automatically answer all incoming faxes, you should select Fax mode.
	If your Brother machine shares a line with an external answering machine, you should select the 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, you should select the 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 any incoming faxes, you should select the 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 answer mode is set to Fax or Fax/Tel, reduce the ring delay to 1 ring (see <i>Ring Delay</i> on page 44).
	If the answer mode is set to External TAD, reduce the number of rings programmed on your answering machine to two.
	■ If the answer 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</i> on page 51).
	1 Connect the external TAD as shown in the illustration, see page 51.
	2 Set your answering machine to answer in one or two rings.
	3 Record the outgoing message on your answering machine.
	<ul> <li>Record five seconds of silence at the beginning of your outgoing message.</li> </ul>
	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 *51 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 Receive modes on page 42).
	Make sure your Brother machine's Fax Detect feature is turned 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 45).
	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 <i>Telephone line interference / VoIP</i> on page 150).
	Contact your administrator to check your Secure Function Lock Settings.

#### Sending faxes

Difficulty	Suggestions
Cannot send a fax.	Check all line cord connections. Make sure the telephone line cord is plugged directly into the telephone wall socket and the LINE socket of the machine.
	Make sure you pressed Fax and the machine is in Fax mode (see <i>How to send a fax</i> on page 39).
	Print the Transmission Verification Report and check for an error (see Advanced User's Guide).
	Contact your administrator to check your Secure Function Lock Settings.
	Ask the other party to check that the receiving machine has paper.
Poor sending 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 not good, clean the scanner (see <i>Cleaning the scanner glass</i> on page 101).

E

## Sending faxes (continued)

Difficulty	Suggestions
Transmission Verification Report says RESULT:ERROR.	There may be temporary noise or static on the line. Try sending the fax again. If you are sending a PC-FAX message and get RESULT:ERROR on the Transmission Verification Report, your machine may be out of memory. To free up extra memory, you can turn off fax storage (see Advanced User's Guide), print fax messages in memory (see Advanced User's Guide) or cancel a delayed fax (see Advanced User's Guide). 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 Compatibility setting to <code>Basic(for VoIP)</code> (see Telephone line interference / VoIP on page 150).
Sent faxes are blank.	Make sure you are loading the document correctly. When using the ADF, the document should be <i>face up</i> . When using the scanner glass, the document should be <i>face down</i> (see <i>Loading documents</i> on page 37).
Vertical black lines when sending.	Black vertical lines on faxes you send are typically caused by dirt or correction fluid on the glass strip (see <i>Cleaning the scanner glass</i> on page 101).

## 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 🔀
	Try avoiding this problem by turning Fax Detect to Off (see <i>Fax Detect</i> on page 45).
Sending a Fax Call to the machine.	If you answered on an external or extension telephone, press your Remote Activation Code (default setting is *51).
	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.
	<b>For Example:</b> If you subscribe to Call Waiting or some other custom service and its signal comes through the line while your machine is sending or receiving a fax, the signal can temporarily interrupt or disrupt the faxes. Brother's ECM (Error Correction Mode) feature should help overcome this problem. This condition is related to the telephone system industry and is common to all devices that send and receive information on a single, shared line with custom features. If avoiding a slight interruption is crucial to your business, a separate line with no custom features is recommended.

## **Copying difficulties**

Difficulty	Suggestions
Cannot make a copy.	Make sure you pressed $\mathtt{Copy}$ and the machine is in Copy mode (see How to copy on page 59).
	Contact your administrator to check your Secure Function Lock Settings.
Vertical black line appears in copies.	Black vertical lines on copies are typically caused by dirt or correction fluid on the scanner glass, or the corona wires are dirty. Clean the glass strip and scanner glass and also the white bar and white plastic above them (see <i>Cleaning the scanner glass</i> on page 101 and <i>Cleaning the corona wires</i> on page 106).

#### Copying difficulties (continued)

uggestions
lake sure you are loading the document correctly (see Using the automatic ocument feeder (ADF) on page 37 or Using the scanner glass on page 38).
la

#### Scanning difficulties

Difficulty	Suggestions
TWAIN or WIA errors appear when starting to scan. (Windows $^{\textcircled{0}}$ )	Make sure the Brother TWAIN or WIA driver is selected as the primary source. In PageManager, click <b>File &gt; Select Source</b> and choose the Brother TWAIN/WIA driver.
TWAIN or ICA errors appear when starting to scan. (Macintosh)	Make sure the Brother TWAIN driver is selected as the primary source. In PageManager, click <b>File</b> > <b>Select Source</b> and choose the Brother TWAIN driver.
	Macintosh can also scan documents using the ICA Scanner Driver (see Software and Network User's Guide).
OCR does not work.	Try increasing the scanning resolution.
	(Macintosh) Presto! PageManager must be downloaded and installed before use. For further instructions, see <i>Accessing Brother Support (Macintosh)</i> on page 5.
Network scanning does not work.	see Network difficulties on page 148.
Cannot scan.	Contact your administrator to check your Secure Function Lock Settings.

#### Software difficulties

Difficulty	Suggestions
Cannot install software or print.	(Windows <sup>®</sup> only)
	Run the <b>Repair MFL-Pro Suite</b> program on the CD-ROM. This program will repair and reinstall the software.

#### **Network difficulties**

Difficulty	Suggestions
Cannot print and scan over a network after completing the	When the <i>Cannot print to the networked printer</i> . screen appears, follow the on-screen instructions.
software installation.	If the problem is not solved, see Software and Network User's Guide.
The network scanning feature	(Windows <sup>®</sup> and Macintosh)
does not work.	The network scanning feature may not work due to the firewall settings. Change or disable the firewall settings. It is necessary to set 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: Make sure UDP is selected.
	See the instruction manual that came with your third-party Security/Firewall Software or contact the software manufacturer.
	For more information, you can read FAQs and troubleshooting suggestions at <a href="http://solutions.brother.com/">http://solutions.brother.com/</a> .
	(Macintosh)
	Re-select your machine in the <b>Device Selector</b> window from the Model pop-up menu in the main screen of <b>ControlCenter2</b> .
The network PC-FAX Receive feature does not work.	<b>(Windows<sup>®</sup> only)</b> 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: Make sure UDP is selected.
	See the instruction manual that came with your third-party Security/Firewall Software or contact the software manufacturer.
	For more information, read FAQs and troubleshooting suggestions at <a href="http://solutions.brother.com/">http://solutions.brother.com/</a> .
The Brother software cannot be installed.	(Windows <sup>®</sup> ) If the Security Software warning appears on the computer screen during the installation, change the Security Software settings to permit the Brother product setup program or other program to run.
	(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 the wireless network.	Investigate the problem using the WLAN Report. Press
	Print Reports, WLAN Report and then press OK (see Software and Network User's Guide).

#### **Other difficulties**

Difficulty	Suggestions
The machine will not turn on.	Adverse conditions on the power connection (such as lightning or a power surge) may have triggered the machine's internal safety mechanisms. Press and hold
	down 🕐 to turn off the machine and unplug the power cord. Wait for ten
	minutes, then plug in the power cord and press 🕐 to turn on the machine.
	If the problem is not solved and you are using a power breaker, disconnect it to make sure it is not the problem. Plug the machine's power cord directly into a different known working wall electrical socket. If there is still no power, try a different power cable.
The machine cannot print EPS data that includes binary with the BR-Script3 printer driver.	<b>(Windows<sup>®</sup>)</b> To print EPS data, do the following:
	1 Windows <sup>®</sup> 7 and Windows Server <sup>®</sup> 2008 R2:
	Click the 🚱 (Start) button > Devices and Printers.
	Windows Vista <sup>®</sup> and Windows Server <sup>®</sup> 2008:
	Click the 🚱 (Start) button > Control Panel > Hardware and Sound >
	Printers.         Windows <sup>®</sup> XP and Windows Server <sup>®</sup> 2003:         Click the Start button > Printers and Faxes.         Windows <sup>®</sup> 8 and Windows Server <sup>®</sup> 2012:         Move your mouse to the lower right corner of your desktop. When the menu bar appears, click Settings > Control Panel. In the Hardware and
	Sound <sup>1</sup> group, click View devices and printers.
	Windows Server <sup>®</sup> 2012 R2: Click Control Panel on the Start screen. In the Hardware group, click View devices and printers.
	2 Right-click the Brother MFC-XXXX BR-Script3 icon, select Printer properties. <sup>2</sup>
	3 From the <b>Device Settings</b> tab, choose <b>TBCP</b> (Tagged binary communication protocol) in <b>Output Protocol</b> .
	(Macintosh) If your machine is connected to a computer with a USB interface, you cannot print EPS data that includes binary. You can print the EPS data at the machine through a network. For help installing the BR-Script3 printer driver through the network, visit the Brother Solutions Center at <u>http://solutions.brother.com/</u> .

<sup>1</sup> Windows Server<sup>®</sup> 2012 and Windows Server<sup>®</sup> 2012 R2: **Hardware**.

<sup>2</sup> Windows<sup>®</sup> XP, Windows Vista<sup>®</sup>, Windows Server<sup>®</sup> 2003 and Windows Server<sup>®</sup> 2008: **Properties**.

# **Setting 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 with dialling you should change back to the default No Detection setting.



- **Press** All Settings.
- 3 Swipe up or down, or press ▲ or ▼ to display Initial Setup.
- 4 Press Initial Setup.
- 5 Swipe up or down, or press ▲ or ▼ to display Dial Tone.
- 6 Press Dial Tone.
- **7** Press Detection or No Detection.
- \rm 8 Press 🎧.

# Telephone line interference / VoIP

If you are having difficulty sending or receiving a fax due to possible interference on the telephone line, we recommend that you adjust the Equalization for compatibility to reduce the modem speed for fax operations.





Press All Settings.

3 Swipe up or down, or press ▲ or ▼ to display Initial Setup.

- 4 Press Initial Setup.
- 5 Swipe up or down, or press ▲ or ▼ to display Compatibility.
- **6 Press** Compatibility.
  - Press High, Normal or Basic (for VoIP).
    - Basic (for VoIP) reduces the modem speed to 9600 bps and turns off ECM (error correction mode). 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 14400 bps.
- High sets the modem speed at 33600 bps.

8 Press

#### NOTE

- VoIP (Voice over IP) is a type of phone system that uses an Internet connection, rather than a traditional phone line.
- Brother does not recommend the use of a VoIP line. VoIP limitations in general can cause some functions of the fax machine not to work correctly.

# Improving the print quality

If you have a print quality problem, print a test page first (

Options, Test Print). If the printout looks good, the problem is probably not the machine. Check the interface cable connections and try printing a different document. If the printout or test page printed from the machine has a quality problem, check the following steps first. And then, if you still have a print quality problem, check the chart below and follow the recommendations.

#### NOTE

Brother does not recommend the use of cartridges other than Brother Original cartridges or the refilling of used cartridges with toner from other sources.

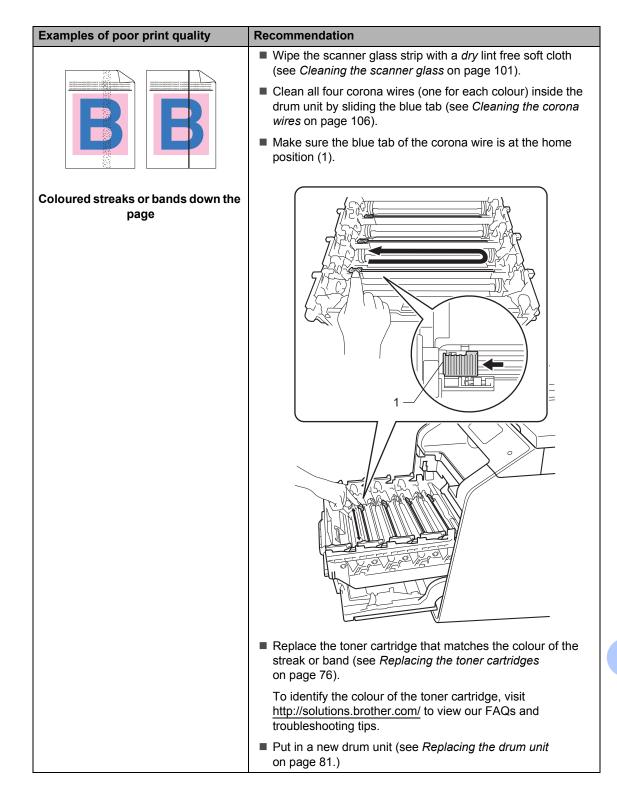
1 To get the best print quality, we suggest using recommended paper. Make sure you use paper that meets our specifications (see *Acceptable paper and other print media* on page 32).

Check that the drum unit and toner cartridges are installed correctly.

Examples of poor print quality	Recommendation
BCDEFGH bcdefghijk ABCD Ibcde 1172/ Printed pages are compressed, horizontal stripes appear, or characters in the top, bottom, left and right margins are cut off	Adjust the print margins on your application and reprint the document.
□1234567801254567801           9876543210           012345678           987654321           012345678           987654321           0123455           98765432           9876543           9876543           9876543           987654	<ul> <li>Choose Text or Receipt in the copy quality setting (see Advanced User's Guide).</li> <li>Adjust the copy density and contrast (see Advanced User's Guide).</li> </ul>

Examples of poor print quality	Recommendation
	Perform the calibration using the Touchscreen or the printer driver (see Colour Calibration on page 116).
	<ul> <li>Adjust the copy density and contrast if you are copying (see Advanced User's Guide).</li> </ul>
	Make sure Toner Save mode is off in the Touchscreen or the printer driver.
	Make sure the media type setting in the driver matches the type of paper you are using (see Acceptable paper and other print media on page 32).
Colours are light or unclear on the	Shake all four toner cartridges gently.
whole page	Wipe the laser scanner windows with a dry lint free soft cloth (see Cleaning the laser scanner windows on page 102).
	Wipe the laser scanner windows with a dry lint free soft cloth (see Cleaning the laser scanner windows on page 102).
	Wipe the scanner glass strip with a dry lint free soft cloth (see Cleaning the scanner glass on page 101).
	Make sure foreign material such as a torn piece of paper, sticky notes or dust is not inside the machine or around the drum unit and toner cartridge.
B	
White streaks or bands down the page	

#### Troubleshooting

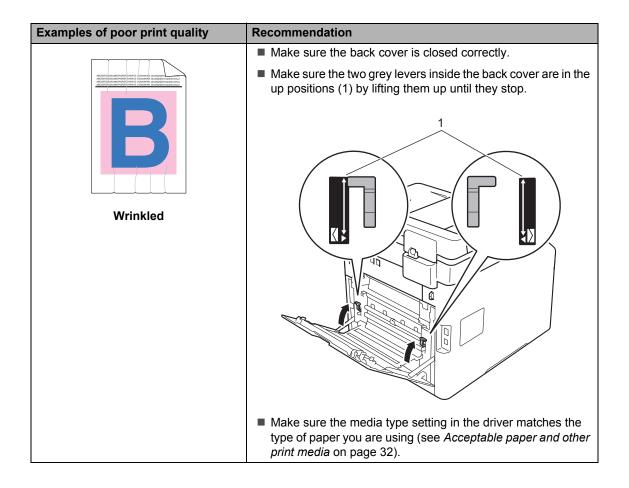


Examples of poor print quality	Recommendation
	If coloured lines appear at 30 mm intervals, identify the colour causing the problem and replace the toner cartridge that matches the colour of the line (see <i>Replacing the toner cartridges</i> on page 76).
DD	To identify the colour of the toner cartridge, visit <u>http://solutions.brother.com/</u> to view our FAQs and troubleshooting tips.
Coloured lines across the page	If coloured lines appear at 94 mm intervals, put a new drum unit (see <i>Replacing the drum unit</i> on page 81).
	Make sure the media type setting in the driver matches the type of paper you are using (see Acceptable paper and other print media on page 32).
	Check the machine's environment. Conditions such as high humidity can cause hollow print (see Product Safety Guide).
	If the problem is not solved after printing a few pages, foreign material, such as glue from a label, may be stuck on the drum surface (see <i>Cleaning the drum unit</i> on page 109).
White spots or hollow print	Put in a new drum unit (see Replacing the drum unit on page 81).
	Identify the colour causing the problem and put in a new toner cartridge (see Replacing the toner cartridges on page 76).
	To identify the colour of the toner cartridge, visit <u>http://solutions.brother.com/</u> to view our FAQs and troubleshooting tips.
BB	Put in a new drum unit (see <i>Replacing the drum unit</i> on page 81).
Blank page or some colours are missing	
94 mm	If the problem is not solved after printing a few blank pages, foreign material, such as glue from a label, may be stuck on the drum surface. Clean the drum unit (see <i>Cleaning the drum</i> <i>unit</i> on page 109).
94 mm	Put in a new drum unit (see Replacing the drum unit on page 81).
Coloured spots at 94 mm	

#### Troubleshooting

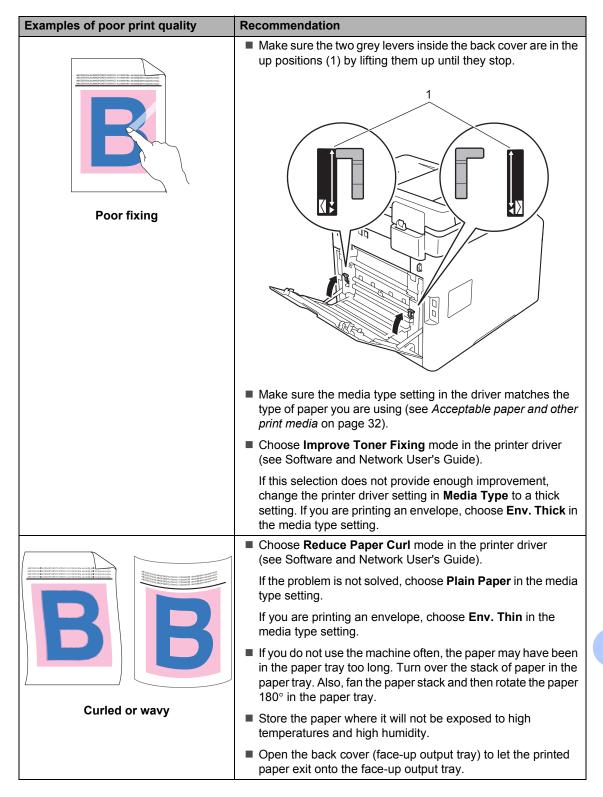
Examples of poor print quality	Recommendation
30 mm 30 mm	<ul> <li>Identify the colour causing the problem and put in a new toner cartridge (see <i>Replacing the toner cartridges</i> on page 76).</li> <li>To identify the colour of the toner cartridge, visit <a href="http://solutions.brother.com/">http://solutions.brother.com/</a> to view our FAQs and troubleshooting tips.</li> </ul>
Coloured spots at 30 mm	
	<ul> <li>Check the machine's environment. Conditions such as high humidity and high temperatures may cause this print quality problem.</li> <li>Identify the colour causing the problem and put in a new toner cartridge (see <i>Replacing the toner cartridges</i> on page 76). To identify the colour of the toner cartridge, visit <u>http://solutions.brother.com/</u> to view our FAQs and troubleshooting tips.</li> </ul>
	Put in a new drum unit (see Replacing the drum unit on page 81).
Toner scatter or toner stain	
The colour of your printouts is not what you expected	<ul> <li>To improve the colour density, calibrate the colours using first the Touchscreen and then the printer driver (see <i>Colour Calibration</i> on page 116).</li> <li>To adjust the print position of colours for sharper edges, perform the colour registration using the Touchscreen (see <i>Colour Registration</i> on page 117).</li> </ul>
	<ul> <li>Adjust the copy density and contrast if you are copying (see Advanced User's Guide).</li> </ul>
	Make sure Toner Save mode is off in the Touchscreen or the printer driver (see Software and Network User's Guide).
	If the print quality is poor, clear the Improve Gray Color check box in the printer driver (see Software and Network User's Guide).
	If the print quality of the black portion is not what you expected, select the Enhance Black Printing check box in the printer driver (see Software and Network User's Guide).
	Identify the colour causing the problem and put in a new toner cartridge (see Replacing the toner cartridges on page 76).
	To identify the colour of the toner cartridge, visit <a href="http://solutions.brother.com/">http://solutions.brother.com/</a> to view our FAQs and troubleshooting tips.
	Put in a new drum unit (see Replacing the drum unit on page 81).

Examples of poor print quality	Recommendation
	Make sure the machine is on a solid level surface.
	Perform the colour registration using the Touchscreen (see Colour Registration on page 117).
BB	Put in a new drum unit (see Replacing the drum unit on page 81).
	Put in a new belt unit (see Replacing the belt unit on page 87).
Colour misregistration	
	Perform the calibration using the Touchscreen or the printer driver (see Colour Calibration on page 116).
	<ul> <li>Adjust the copy density and contrast if you are copying (see Advanced User's Guide).</li> </ul>
	Clear the Improve Gray Color check box in the printer driver. (See Software and Network User's Guide.)
	Identify the colour causing the problem and put in a new toner cartridge (see <i>Replacing the toner cartridges</i> on page 76).
Uneven density appears periodically across the page	To identify the colour of the toner cartridge, visit <u>http://solutions.brother.com/</u> to view our FAQs and troubleshooting tips.
, ,	Put in a new drum unit (see Replacing the drum unit on page 81).
	Make sure Toner Save mode is off in the Touchscreen or the printer driver (see Software and Network User's Guide).
	Change the print resolution.
Missing thin lines in images	



<ul> <li>Check the machine's environment. Condition humidity and low temperatures may cause th problem (see Product Safety Guide).</li> <li>Make sure the media type setting in the drive type of paper you are using (see Acceptable print media on page 32).</li> <li>Make sure the two grey levers inside the back</li> </ul>	Examples of poor print quality	Recommendation
Ghost	B B B B B B B B B B B B B B B B B B B	<ul> <li>Check the machine's environment. Conditions such as low humidity and low temperatures may cause this print quality problem (see Product Safety Guide).</li> <li>Make sure the media type setting in the driver matches the type of paper you are using (see Acceptable paper and other print media on page 32).</li> <li>Make sure the two grey levers inside the back cover are in the up positions (1) by lifting them up until they stop.</li> </ul>
Put in a new drum unit (see Replacing the dr	Ghost	<ul> <li>Put in a new drum unit (see Replacing the drum unit</li> </ul>

#### Troubleshooting



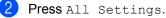
Examples of poor print quality	Recommendation
NWTHDJ3         BIGOR         Envelope Creases	<ul> <li>Make sure the envelope levers inside the back cover are pulled down to the envelope position when you print envelopes (see Loading paper in the multi-purpose tray (MP tray) on page 23).</li> <li>NOTE When you have finished printing, open the back cover and reset the two grey levers back to their original positions (1) by lifting them up until they stop. If creases occur with the envelope levers in the envelope position, print with the back cover opened and feed one envelope at a time from the MP tray.</li></ul>

# **Machine Information**

# Checking the Serial Number

You can see the machine's Serial Number on the Touchscreen.





- 3 Swipe up or down, or press ▲ or ▼ to display Machine Info..
- 4 Press Machine Info..
- 5 Press Serial No..
- 6 The Touchscreen displays the machine's Serial Number.
- 7 Press 🏹

### **Checking the Firmware** Version

You can see the machine's firmware version on the Touchscreen.

- Press
- Press All Settings.
- Swipe up or down, or press  $\blacktriangle$  or  $\lor$  to display Machine Info..
- 4 Press Machine Info..
- 5 Press Firmware Version.
- 6 The Touchscreen displays the machine's firmware version.
- 7 Press

## **Reset operations**

The following reset functions are available:

1 Machine Reset

You can reset the machine partially back to its factory settings. The settings that will not be reset are Station ID, Address Book, Reports, Setting Lock, Secure Function Lock and the Network settings.

2 Network

You can reset the internal print server back to the factory settings by resetting only the network information (such as the password and IP address).

3 Address Book & Fax

This operation resets the following settings:

Address Book

(Addresses and Groups)

- Programmed fax jobs in the memory
  - (Delayed Fax, Batch TX)
- Station ID

(name and number)

Coverpage Msg

(comments)

Remote Fax Options

(Remote Access Code, Fax Storage, Fax Forwarding, PC-FAX Send, and PC-FAX Receive (Windows<sup>®</sup> only))

Call History

(incoming and outgoing calls)

Report

(Transmission Verification Report/ Fax Journal)

- Setting Lock password
- 4 All Settings

You can reset all the machine's settings quickly back to the factory default.

В

#### 5 Factory Reset

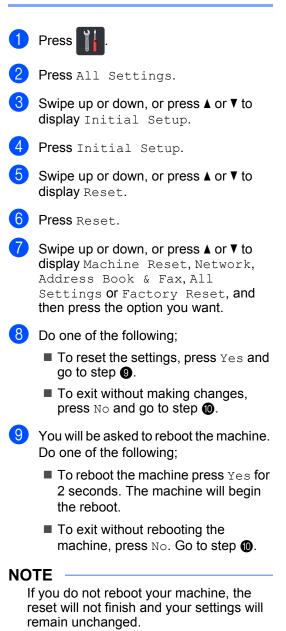
This operation resets *all* the machine's settings back to factory default. Factory Reset takes more time than All Settings.

Brother strongly recommends you perform this operation when you dispose of the machine.

#### NOTE

Unplug the interface cable before you choose Network, All Settings or Factory Reset.

#### How to reset the machine



10 Press 🎧.

#### NOTE

You can also reset the Network settings

by pressing , All Settings,

Network, Network Reset.

С

# Settings and features tables

# Using the Settings Tables

Press the Touchscreen and Touchpanel buttons to choose the settings and options you want to set as they are displayed on the Touchscreen.

See the step-by-step Settings Tables and Features Tables for all the available choices for each setting and feature. You can use these tables to quickly set up your preferred settings in the machine.

С

# **Settings Tables**

The Settings tables will help you understand the menu settings and options that are found in the machine's programs. The factory settings are shown in Bold with an asterisk.



Level 1	Level 2	Level 3	Options	Descriptions	See Page
(Date & Time)	Date	—	—	Add the date and time	18
	Time	_	_	on the Touchscreen and in headings of faxes you send.	
	Time Zone	-	UTCXXX:XX	Set the time zone for your country.	See ♦.
(Toner)	See Toner on page	207.		Access the Toner menus.	207
Network	Wired LAN	See Wired LAN on page 178.		Access the Wired LAN setting menus.	178
	WLAN	See WLAN on page 180.		Access the WLAN setting menus.	180
Fax Preview	—	—	On	View faxes you	46
			Off*	receive on the Touchscreen.	
Receive Mode	See Receive Mode on page 174.		Choose the receive mode that best suits your needs.	42	
	Advanced User's	Guide			
	The factory settings	are shown in Bold w	rith an asterisk.		

Level 1	Level 2	Level 3	Options	Descriptions	See Page
Tray Setting	Paper Type	MP Tray	Thin	Set the type of paper	29
			Plain Paper*	in the paper tray.	
			Thick		
			Thicker		
			Recycled Paper		
			Bond Paper		
			Label		
			Envelope		
			Env. Thin		
			Env. Thick		
			Glossy Paper		
		Tray #1	Thin		
			Plain Paper*		
			Recycled Paper		
		Tray #2	Thin		
		(This menu only	Plain Paper*		
		appears if you installed Tray 2.)	Recycled Paper		
	Paper Size	MP Tray	A4*	Set the size of paper	29
			Letter	in the paper tray.	
			B5(JIS)		
			B5(ISO)		
			A5		
			A5(Long Edge)		
			A6		
			Executive		
			Legal		
			Folio		
			Com-10		
			Monarch		
			C5		
			DL		
			16K(195x270mm)		
			16K(184x260mm)		
			16K(197x273mm)		
	Advanced User's	Guide			
	The factory settings	are shown in Bold wit	h an asterisk.		_

Level 1	Level 2	Level 3	Options	Descriptions	See Page
Tray Setting	Paper Size	Tray #1	A4*	Set the size of paper in the paper tray.	29
(continued)	(continued)		Letter		
			B5(JIS)		
			А5		
			A5(Long Edge)		
			A6		
			Executive		
			Legal		
			Folio		
			16K(195x270mm)		
			16K(184x260mm)		
			16K(197x273mm)		
		Tray #2	A4*	Set the size of paper	29
	(This menu only	Letter	in the paper tray.		
		appears if you installed Tray 2.)	B5(JIS)		
			А5		
			Executive		
			Legal		
			Folio		
			16K(195x270mm)		
			16K(184x260mm)		
			16K(197x273mm)		
	Check Size	—	On*	Choose whether to display the message	
			Off	to check that the size of the paper in the machine matches and the machine's Paper Size setting.	
	Advanced Use	r's Guide	1		
	The factory setting	gs are shown in Bold wi	th an asterisk.		

Level 1	Level 2	Level 3	Options	Descriptions	See Page
Tray Setting	Tray Use: Copy	—	Tray#1 Only	Choose the tray that	30
(continued)			Tray#2 Only	will be used for Copy, Fax or Print mode.	
			MP Only	Tax of Finit houe.	
			MP>T1>T2*		
			MP>T2>T1		
			T1>T2>MP		
			T2>T1>MP		
			(Tray#2 Only and T2 appear only if you installed Tray 2.)		
	Tray Use: Fax	_	Tray#1 Only		30
			Tray#2 Only		
			MP Only		
			MP>T1>T2		
			MP>T2>T1		
			T1>T2>MP*		
			T2>T1>MP		
			(Tray#2 Only and T2 appear only if you installed Tray 2.)		
	Tray Use:	—	Tray#1 Only		31
	Print		Tray#2 Only		
			MP Only		
			MP>T1>T2*		
			MP>T2>T1		
			T1>T2>MP		
			T2>T1>MP		
			(Tray#2 Only and T2 appear only if you installed Tray 2.)		
All Settings	See All Settings on p	bage 168.		Select your default settings.	168
	Advanced User's	Guide			
	The factory settings	are shown in Bo	ld with an asterisk.		



# All Settings

Level 1	Level 2	Level 3	Level 4	Options	Descriptions	See Page
General Setup	Tray	Paper Type	MP Tray	Thin	Set the type of paper in the paper tray.	29
	Setting			Plain Paper*		
				Thick		
				Thicker		
				Recycled Paper		
				Bond Paper		
				Label		
				Envelope		
			Tray #1	Env. Thin		
				Env. Thick		
				Glossy Paper		
				Thin		
				Plain Paper*		
				Recycled Paper		
			Tray #2	Thin		
			(This menu	Plain Paper*		
			only appears if you installed Tray 2.)	Recycled Paper		
	Advanced	User's Guide				
	The factory s	ettings are shown i	n Bold with an as	terisk.		

Level 1	Level 2	Level 3	Level 4	Options	Descriptions	See Page	
General	Tray	Paper Size	MP Tray	A4*	Set the size of paper	29	
Setup (continued)	Setting	-	-	-	Letter	in the paper tray.	
	(continued)			B5(JIS)			
				B5(ISO)			
				A5			
				A5(Long Edge)			
				A6			
				Executive			
				Legal			
				Folio			
				Com-10			
				Monarch			
				С5			
				DL			
				16K(195x270mm)			
			Tray #1	16K(184x260mm)			
				16K(197x273mm)			
				A4*			
				Letter			
				B5(JIS)			
				А5			
				A5(Long Edge)			
				A6			
				Executive			
				Legal			
				Folio			
				16K(195x270mm)			
				16K(184x260mm)			
				16K(197x273mm)			
	Advanced L	Jser's Guide					
	The factory se	ttings are shown i	n Bold with an	asterisk.		_	

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Level 1	Level 2	Level 3	Level 4	Options	Descriptions	See Page
General Setup	Tray Setting	Paper Size	Tray #2	A4*	Set the size of paper in the paper tray.	29
-	-	(continued)	(This menu	Letter	in the paper tray.	
(continued)	(continued)		only appears if you installed Tray 2.)	B5(JIS)		
				А5		
				Executive		
				Legal		
				Folio		
				16K(195x270mm)		
				16K(184x260mm)		
				16K(197x273mm)		
	Advanced U	ser's Guide				
	The factory set	tings are shown i	n Bold with an as	terisk.		

Level 1	Level 2	Level 3	Level 4	Options	Descriptions	See Page
	Tray Setting (continued)	Check Size	-	On* Off	Choose whether to display the message to check that the size of the paper in the machine matches and the machine's Paper Size setting.	29
		Tray Use: Copy	_	Tray#1 Only Tray#2 Only MP Only MP>T1>T2* MP>T2>T1 T1>T2>MP T2>T1>MP (Tray#2 Only and T2 appear only if you installed Tray 2.)	Choose the tray that will be used for Copy, Fax or Print mode.	30
		Tray Use: Fax	-	Tray#1 Only Tray#2 Only MP Only MP>T1>T2 MP>T2>T1 T1>T2>MP* T2>T1>MP (Tray#2 Only and T2 appear only if you installed Tray 2.)		30
		Tray Use: Print	-	Installed Tray 2.)         Tray#1 Only         Tray#2 Only         MP Only         MP>T1>T2*         MP>T2>T1         T1>T2>MP         T2>T1>MP         (Tray#2 Only         and T2 appear         only if you         installed Tray 2.)		31
	<ul> <li>Advanced U</li> <li>The factory set</li> </ul>	Iser's Guide ttings are shown i	n Bold with an		1	I

Level 1	Level 2	Level 3	Level 4	Options	Descriptions	See Page
General	Volume	Ring	_	Off	Adjust the ring	19
Setup				Low	volume.	
(continued)				Med*		
				High		
		Веер	—	Off	Adjust the beeper	20
				Low*	volume.	
				Med		
				High		
		Speaker	—	Off	Adjust the speaker	20
				Low	volume.	
				Med*		
				High		
	LCD	Backlight	—	Light*	Adjust the brightness	See 🜢
	Settings			Med	of the Touchscreen backlight.	
				Dark	backiight.	
		Dim Timer	—	Off*	Set how long the	
				10Secs	Touchscreen backlight stays on for	
				20Secs	after the last button	
				30Secs	press.	
	Button	Home	—	Home*	Set the screen that is	12
	Settings	Button Settings		Morel	displayed when you	
		Sectings		More2	press Home () on	
	Realers			0.7	the Touchpanel.	0
	Ecology	Toner Save	_	On	Increase the page yield of the toner	See 4
				Off*	cartridge.	
					If your machine has	
					been set to Toner Save On, you cannot	
					set Quiet Mode to	
					On.	-
		Sleep Time	-	Range varies depending on the model.	Conserve power.	
				3 Mins*		
	Advanced l	Jser's Guide	1	1	1	1
	The factory se	ttings are shown i	n Bold with ar	n asterisk.		

Level 1	Level 2	Level 3	Level 4	Options	Descriptions	See Page
General Setup	Ecology (continued)	Quiet Mode	_	On Off*	Decrease printing noise.	See ♦.
(continued)					If your machine has been set to Quiet Mode On, you cannot set Toner Save to On.	
	Setting Lock	Set Password	—	Verify:	Stop unauthorized users from changing	
	Lock Off⇒On	—	-	the machine's settings.		
Shortcut Settings	(Choose shortcut button.)	Edit Shortcut Name	_	-	Change the shortcut name.	17
		Delete	—	—	Delete the shortcut.	17
	Advanced Us	ser's Guide				
	The factory set	ings are shown i	n Bold with an a	isterisk.		

Level 1	Level 2	Level 3	Level 4	Options	Descriptions	See Page
Fax	Setup Receive	Receive Mode	—	Fax* Fax/Tel External TAD Manual	Choose the receive mode that best suits your needs.	42
		Ring Delay	_	(0 - 10) <b>4</b> *	Set the number of rings before the machine answers in Fax or Fax/Tel mode.	44
		Fax Preview	—	On Off*	View faxes you receive on the Touchscreen.	46
		Fax Detect	_	On* Off	Receive fax messages automatically when you answer a call and hear fax tones.	45
		Remote Codes	_	Remote Codes (Options) On Off* Act.Code (*51) Deact.Code (#51)	Allow you to answer all calls at an extension or external phone and use codes to turn the machine on or off. You can personalize these codes.	53
		Auto Reduction	—	<b>On*</b> Off	Reduce the size of incoming faxes.	See ♦.
		PC Fax Receive	- (Backup Print)	On Off* On Off*	Set the machine to send faxes to your computer. If you chose On, you can turn on the Packup Brint cofety	49
		Maria		0.55*	Backup Print safety feature.	
		Memory Receive		<b>Off*</b> Fax Forward Fax Storage	Set the machine to forward fax messages, to store incoming faxes in the memory (so you can retrieve them while you are away from your machine).	See ◆.
			(Backup Print)	On Off*	If you chose Fax Forward, you can turn on the Backup Print safety feature.	
	Advanced	User's Guide				
	The factory s	ettings are shown ir	n Bold with an	asterisk.		

	Level 2	Level 3	Level 4	Options	Descriptions	See Page
Fax (continued)	Setup Receive (continued)	Fax Rx Stamp	_	On* Off	Print the received time and date on the top of the received faxes.	See ♦
		2-sided	_	On <b>Off</b> *	Print received faxes on both sides of the paper.	
	Setup Send	Batch TX	—	On Off*	Combine delayed faxes going to the same fax number at the same time of day into one transmission.	
		Coverpage Setting	Print Sample	-	Print a sample of the fax cover page. You can fill in information and fax it with your document.	
			Coverpage Note	_	Set up your own comments for the fax cover page.	
		Auto Redial	—	<b>On*</b> Off	Redial maximum three times, after five minutes.	55
		Destination	—	<b>Display*</b> Hidden	Set the machine to display the destination information on the Touchscreen during fax sending.	See ♦
	Report Setting	Transmission	—	On On+Image <b>Off*</b> Off+Image No Report	Choose the initial setup for the Transmission Verification Report.	41
		Journal Period	Journal Period	Off Every 50 Faxes*	Set the interval for automatic printing of the Fax Journal.	See ♦
				Every 6 Hours Every 12 Hours Every 24 Hours	If you select other than Off or Every 50 Faxes, you can set the time for the option.	
				Every 2 Days	If you select Every 7 Days, you can also set	

Level 2	Level 3	Level 4	Options	Descriptions	See Page
Report Setting (continued)	Journal Period (continued)	Time Day	Every Monday* Every Tuesday Every Wednesday Every Thursday Every Friday Every Saturday	Set the interval for automatic printing of the Fax Journal. If you select other than Off or Every 50 Faxes, you can set the time for the option. If you select Every 7 Days, you can also set the day of the week.	See •
Print Document	_	_	Every Sunday —	Print incoming faxes that are stored in the	-
Remote Access	_	_	*	memory. Set your own code for Remote Retrieval.	
Dial Restriction	Dial Pad	—	Enter # Twice On <b>Off*</b>	Set the machine to restrict dialling when using the dial pad.	
	Address Book	_	Enter # Twice On Off*	Set the machine to restrict the dialling when using the Address Book.	
	Shortcuts	—	Enter # Twice On Off*	Set the machine to restrict the dialling when using a Shortcut.	
	LDAP Server (Supported only after IFAX is downloaded.)	_	Enter # Twice On Off*	Set the machine to restrict the dialling of LDAP server numbers.	
Remaining Jobs	-	_	-	Check which scheduled jobs are in the memory and cancel selected jobs.	
Miscellaneous	Fax Mode	_	Easy Mode* Advanced Mode	Choose the transmission process when sending/receiving the	
	Setting (continued) Print Document Remote Access Dial Restriction Restriction	Setting Period (continued) (continued) Print (continued) Print	Setting       Period       Day         (continued)       (continued)       Day         Print       (continued)       -         Print       -       -         Document       -       -         Remote       -       -         Access       Dial Pad       -         Dial       Pad       -         Restriction       Dial Pad       -         Address       -       -         Book       -       -         IDAP Server       -       -         (Supported only after IFAX is downloaded.)       -       -         Remaining       -       -       -         Jobs       -       -       -	Setting (continued)       Period (continued)       Day       Every Monday* Every Tuesday Every Every Thursday         Print Document       -       -       -         Remote Access       -       -       -         Dial Restriction       Dial Pad       -       -         Address Book       -       Enter # Twice On off*         Address Book       -       Enter # Twice On off*         IDAP Server (Supported only after IFAX is downloaded.)       -       Enter # Twice On off*	Setting (continued)       Period (continued)       Day       Every Monday* Every Tuesday Every Tuesday       automatic printing of the Fax Journal.         (continued)       Day       Every Tuesday       If you select other than Off or Every Wednesday       If you select other than Off or Every S0 Faxes, you can set the time for the option.         Print         Print incoming faxes that are stored in the memory.         Document         Print incoming faxes that are stored in the memory.         Remote Access         Set your own code for Remote Retrieval.         Dial Restriction       Dial Pad        Enter # Twice On off*       Set the machine to restrict dialling when using the dial pad.         Address Book        Enter # Twice On off*       Set the machine to restrict the dialling when using the Address Book.         Shortcuts        Enter # Twice On off*       Set the machine to restrict the dialling of LDAP Server (Supported only after IFAX is downloaded.)       Enter # Twice On off*       Set the machine to restrict the dialling of LDAP Server numbers.         Remaining Jobs         Enter # Twice On On On       Set the machine to restrict the dialling of LDAP server numbers.         Remaining Jobs          Check which schedule jobs are in the memory and cancel selected jobs.

Level 1	Level 2	Level 3	Level 4	Options	Descriptions	See Page
Printer	Emulation	-	_	Auto* HP LaserJet	Choose the emulation mode.	See +.
	Print Options	Internal Font	_	BR-Script 3 HP LaserJet BR-Script 3	Print a list of the machine's internal fonts.	-
		Test Print	—	—	Print a test page.	
	2-sided	_	—	<b>Off*</b> Long Edge Short Edge	Enable or disable 2-sided printing and choose long edge or short edge.	
	Auto Continue	-	_	On* Off	Select this setting if you want the machine to clear paper size errors and to use the paper in the tray.	
	Output Colour	_	—	<b>Auto<sup>★</sup></b> Colour Black and White	Choose colour or black & white for printed documents. If you choose Auto, the machine selects an appropriate option for the document (colour or black & white).	
	Reset Printer	—	—	Yes No	Restore the printer settings to the factory settings.	
	Colour Correction	Calibration	Calibrate	Yes No	Adjust the colour density.	116
			Reset	Yes No	Return the colour calibration to the factory settings.	
		Registration	_	Yes No	Adjust the print position of each colour.	117
		Auto Correction	_	On* Off	Choose whether to carry out the colour calibration and registration.	117
		d Network User's tings are shown i		sterisk.		

Level 1	Level 2	Level 3	Level 4	Level 5	Options	Descriptions
Network +	Wired LAN	TCP/IP	BOOT Method	_	Auto* Static RARP BOOTP DHCP	Choose the BOOT method that best suits your needs.
		(IP Boot Tries)		3* [00000-32767]	Specify the number of attempts the machine will try to obtain an IP address when the BOOT Method is set to any setting except Static.	
			IP Address	_	[000-255]. [000-255]. [000-255]. [000-255]	Enter the IP address.
			Subnet Mask	_	[000-255]. [000-255]. [000-255]. [000-255]	Enter the Subnet mask.
			Gateway		[000-255]. [000-255]. [000-255]. [000-255]	Enter the Gateway address.
			Node Name	—	BRNXXXXXXXXX XXX	Enter the Node name (up to 32 characters).
			WINS Configuration	—	Auto* Static	Choose the WINS configuration mode
			WINS Server	Primary	[000-255]. [000-255]. [000-255]. [000-255]	Specify the IP address of the primary or secondary WINS
				Secondary	[000-255]. [000-255]. [000-255]. [000-255]	server.
	+ Software an	nd Network Us	ser's Guide		•	
	The factory se	ettings are sho	wn in Bold with ar	n asterisk.		

Network + Wired LAN (continued) (continued)	TCP/IP (continued)	DNS Server	Primary Secondary —	[000-255]. [000-255]. [000-255]. [000-255]. [000-255]. [000-255]. [000-255]. [000-255] On* Off Off	Specify the IP address of the primary or secondary DNS server. Automatically allocate the IP address from the link-local address range. Enable or disable the IPv6 protocol. If you want to use the IPv6 protocol, visit
	Ethernet		Secondary	[000-255]. [000-255]. [000-255] On* Off	Automatically allocate the IP address from the link-local address range. Enable or disable the IPv6 protocol. If you want to use the
	Ethernet		-	Off On	allocate the IP address from the link-local address range. Enable or disable the IPv6 protocol. If you want to use the
	Ethernet	IPv6	_		the IPv6 protocol. If you want to use the
	Ethernet				http://solutions. brother.com/ for more information.
		_	—	Auto* 100B-FD 100B-HD 10B-FD 10B-HD	Choose the Ethernet link mode.
1	Wired Status	_	_	Active 100B-FD Active 100B-HD Active 10B-FD Active 10B-HD Inactive Wired OFF	You can see the current wired status.
	MAC Address	-	_	_	View the MAC address of the machine.
	Set to Default	_	—	Yes No	Restore the wired network setting to the factory setting.
	Wired Enable	_	-	<b>On*</b> Off	Enable or disable the Wired LAN manually.
+ Software a		er's Guide	1	J	L

Level 1	Level 2	Level 3	Level 4	Level 5	Options	Descriptions
Network + WLAN (continued)	TCP/IP	BOOT Method	_	Auto* Static RARP BOOTP DHCP	Choose the BOOT method that best suits your needs.	
			(IP Boot Tries)	_	3* [00000-32767]	Specify the number of attempts the machine will try to obtain an IP address when the BOOT Method is set to any setting except Static.
			IP Address	_	[000-255]. [000-255]. [000-255]. [000-255]	Enter the IP address.
		Subnet Mask	_	[000-255]. [000-255]. [000-255]. [000-255]	Enter the Subnet mask.	
			Gateway	_	[000-255]. [000-255]. [000-255]. [000-255]	Enter the Gateway address.
			Node Name	—	BRWXXXXXXXXX XXX	Enter the Node name (up to 32 characters).
			WINS Configuration	—	<b>Auto*</b> Static	Choose the WINS configuration mode
		WINS Server	Primary	[000-255]. [000-255]. [000-255]. [000-255]	Specify the IP address of the primary or secondary WINS	
				Secondary	[000-255]. [000-255]. [000-255]. [000-255]	server.
			DNS Server	Primary	[000-255]. [000-255]. [000-255]. [000-255]	Specify the IP address of the primary or secondary DNS
				Secondary	[000-255]. [000-255]. [000-255]. [000-255]	server.
	+ Software ar	nd Network Use	r's Guide	1		1
	The factory se	ettings are show	n in Bold with ar	n asterisk.		

Level 1	Level 2	Level 3	Level 4	Level 5	Options	Descriptions
Network + WLAN (continued) (continued)		TCP/IP (continued)	APIPA	_	<b>On*</b> Off	Automatically allocate the IP address from the link-local address range.
			IPv6	_	On Off*	Enable or disable the IPv6 protocol. If you want to use the IPv6 protocol, visit http://solutions. brother.com/ for more information.
		WLAN Assistant	_	_	_	(Windows® only) You can configure your wireless network settings using the Brother CD-ROM.
		Setup Wizard	—	—	_	You can configure your internal print server.
		WPS/AOSS	_	_	_	You can configure your wireless network settings using the one- button push method.
		WPS w/ PIN Code	_	_	_	You can configure your wireless network settings using WPS with a PIN code.
		WLAN Status	Status		Active(11b) Active(11g) Active(11n) Wired LAN Active WLAN Off AOSS Active Connection Failed	You can see the current wireless network status.
			Signal	_	Strong Medium Weak None	You can see the current wireless network signal strength.
	+ Software ar	nd Network User	r's Guide			
	The factory se	ttings are shown	n in Bold with a	n asterisk.		

Level 1	Level 2	Level 3	Level 4	Level 5	Options	Descriptions
Network + (continued)	WLAN (continued)	WLAN Status	SSID	_	_	You can see the current SSID.
	(continued)	(continued)	Comm. Mode	—	Ad-hoc	You can see the
					Infrastructure	current Communication
					None	Mode.
		MAC Address	—	—	—	View the MAC address of the machine.
		Set to	_	_	Yes	Restore the
		Default			No	wireless network settings to factory setting.
		WLAN	—	—	On	Enable or disable
		Enable			Off*	the wireless LAN manually.
	Wi-Fi Direct	Push Button	_	_	_	You can easily configure your Wi-Fi Direct network settings using the one-button push method.
		PIN Code	_	_	_	You can easily configure your Wi-Fi Direct network settings using WPS with a PIN code.
		Manual	_	_	_	You can manually configure your Wi-Fi Direct network settings.
		Group	—	—	On	Set your machine as
		Owner			Off	the Group Owner.
		Device Information	Device Name	_	_	You can see the device name of your machine.
			SSID	—	(My SSID)	View the SSID of
					(Connected to other party's SSID)	the Group Owner. When the machine is not connected,
					Not Connected	the Touchscreen displays Not Connected.
			IP Address	_	_	You can see the current IP Address of your machine.
	+ Software a	nd Network Use	r's Guide			
	The factory se	ettings are show	n in Bold with ar	n asterisk.		

Level 1	Level 2	Level 3	Level 4	Level 5	Options	Descriptions
Network + (continued)	Wi-Fi Direct (continued)	Status Information	Status	_	G/O Active(**) Client Active Not Connected	You can see the current Wi-Fi Direct network status.
					Off Wired LAN Active ** = the number	
					of devices	
E-mail/IFAX (Supported only after IFAX is downloaded)			Signal	_	Strong Medium Weak	You can see the current Wi-Fi Direct network signal strength.
				None	When your machine acts as the Group Owner, the Touchscreen always displays Strong.	
		I/F Enable	—	_	On Off*	Enable or disable the Wi-Fi Direct connection.
	(Supported	Mail Address	_	_	_	Enter the mail address (up to 60 characters).
	IFAX is	Setup Server	SMTP	Server	[000-255]. [000-255]. [000-255]. [000-255] Name	Enter the SMTP server address, or name (up to 64 characters).
				Port	25* [1-65535]	Enter the SMTP port number.
				Auth. for SMTP	None* SMTP-AUTH	Select the Security method for E-mail notification.
				SSL/TLS	None* SSL TLS	Send or receive an E-mail via an E-mail server that requires secure SSL/TLS communication.
				Verify Cert.	On Off*	Verify the SMTP Server Certificate automatically.
	+ Software an	d Network User	's Guide			
	The factory se	ttings are showr	n in Bold with a	n asterisk.		

Level 1	Level 2	Level 3	Level 4	Level 5	Options	Descriptions
Network + (continued)	E-mail/IFAX (Supported	Setup Server	POP3/IMAP4	Protocol	<b>POP3*</b> IMAP4	Choose POP3 or IMAP4 for receiving E-mails.
	only after IFAX is downloaded) (continued)	ded)		Server	[000-255]. [000-255]. [000-255]. [000-255] Name	Enter POP3 or IMAP4 server address, or name (up to 64 characters).
				Port	110* [1-65535]	Enter POP3 or IMAP4 port number.
				Mailbox Name	_	Enter the mail box name (up to 60 characters).
			Mailbox Password	_	Enter the password to log in to the POP3 or IMAP4 server (up to 32 characters).	
			Select Folder	Default(Inbox)*	Choose the mail folder. If you choose Specified, enter the folder name (up	
				SSL/TLS	None* SSL TLS	to 60 characters). You can send or receive an E-mail via an E-mail server that requires secure SSL/TLS communication.
				Verify Cert.	On Off*	Verify the POP3 or IMAP4 Server Certificate automatically.
				АРОР	On Off*	Enable or disable APOP.
		Setup Mail RX	Auto Polling	Auto Polling	<b>On*</b> Off	Automaticallycheck the server for new messages.
			Poll Frequency (When Auto Polling	1Min 3Mins 5Mins	Set the interval for checking for new messages on the server.	
				is set to on.)	10Mins* 30Mins 60Mins	
	+ Software an	nd Network User	's Guide			
	The factory se	ttings are show	n in Bold with ar	n asterisk.		

Level 1	Level 2	Level 3	Level 4	Level 5	Options	Descriptions
		Setup Mail RX (continued)	Header	_	All Subject+From +To	Select the contents of the mail header to be printed.
	downloaded) (continued)		Del/Read	_	None* On*	The POP3 server
		Error Mail		Off	deletes error mails automatically. The IMAP4 server deletes error mails automatically after you read them.	
			Notification	_	On MDN <b>Off</b> *	Receive notification messages.
		Setup Mail TX	Sender Subject	_	Internet Fax Job <sup>*</sup>	Display the subject that is attached to the Internet Fax data.
			Size Limit	_	On Off*	Limit the size of E-mail documents.
			Notification	-	On Off*	Send notification messages.
		Setup Relay	Relay Broadcast	_	On Off*	Relay a document to another fax machine.
			Relay Domain	—	—	Register the Domain name.
			Relay Report	_	On Off*	Print the Relay Broadcast Report.
		Manual Receive	—	—	-	Manually check the POP3 or IMAP4 server for new messages.
	Fax to Server	Fax to Server	—	_	On Off*	You can store a prefix/suffix address in the
	(Supported only after	Prefix	—	_	—	machine and can
	IFAX is downloaded)	Suffix	_	_	_	send a document from a fax server system.
	Security	IPsec	—	_	On Off*	Enable or disable lpsec.
	Network Reset	—	-	—	Yes No	Restore all network settings to the factory settings.



The factory settings are shown in Bold with an asterisk.

Level 1	Level 2	Level 3	Options	Descriptions	See Page
Print	XMIT Verify	View on LCD	—	Display and print a	See ♦.
Reports		Print Report	—	Transmission Verification Report for your last transmission.	
	Address Book	—	_	List names and numbers stored in the Address Book.	
	Fax Journal	_	_	List information about your last 200 incoming and outgoing faxes. (TX means Transmit. RX means Receive.)	
	User Settings	—	—	List your settings.	
	Printer Settings	—	—	List your Printer settings.	
	Network Configuration	—	—	List your Network settings.	
	Drum Dot Print	—	—	Print the Drum Dot Check Sheet.	109
	WLAN Report	—	—	Print the result of wireless LAN connectivity diagnosis.	See +.
	Advanced User's	Guide			
	+ Software and Net	work User's Guide			
	The factory settings	are shown in Bold	with an asterisk	κ.	

Lever	Level 2	Level 3	Options	Descriptions	See Page
evel 1 achine nfo.	Serial No.	—	—	Check the serial number of your machine.	161
	Firmware	Main Version	—	Check the firmware version of	161
	Version	Subl Version	—	your machine.	
		Sub2 Version	—		
		Sub4 Version	—		
	Page Counter	Total	Colour	Check the number of total	See
			Black and White	colour or monochrome pages the machine has printed during its life.	
		Fax/List	Colour		
			Black and White		
		Сору	Colour		
			Black and White		
		Print	Colour		
			Black and White		
	Parts Life	Drum	—	Check the remaining life of a	
		Belt Unit	—	machine part.	
		Fuser	—		
		Laser Unit	—		
		PF Kit MP	—		
		PF Kit 1	—		
		PF Kit 2	—		
	Reset Menu	Drum	—	Reset the drum unit life.	87
	(Appears only when the drum unit			Appears when you replace the drum unit.	
	or belt unit has exceeded its rated life.)	Belt Unit	-	Reset the belt unit life. Appears when you replace the belt unit.	92
	Advanced User's	Guide			•

Initial Setup       Date & Time       Date       —       Add the date and time of Touchscreen and in the headings of faxes you s         Setup       Time       —       Touchscreen and in the headings of faxes you s         Station ID       Fax       —       Set the time zone for yo country.         Station ID       Fax       —       Set up your name and for number to appear on each you fax.         Tone/Pulse       —       Tone* Pulse       Choose the dialling mod Pulse         Dial Tone       —       Detection No Detection*       You can shorten the dial detect pause.	end. bur See ax 18 ch page de. See
Time Zone       UTCXXX:XX       Set the time zone for yo country.         Station ID       Fax       —       Set up your name and for number to appear on each you fax.         Tel       —       Name       —         Tone/Pulse       —       Tone*       Choose the dialling mode pulse         Dial Tone       —       Detection       You can shorten the dial detect pause.	ax 18 ch page de. See •
Station ID     Fax     —     Set up your name and finumber to appear on each you fax.       Tel     —     Name     —       Tone/Pulse     —     Tone*     Choose the dialling mode you fax.       Dial Tone     —     Detection     You can shorten the dial detect pause.	ax 18 ch page 18 de. See 4
Tel      number to appear on each you fax.       Name      you fax.       Tone/Pulse      Tone*       Dial Tone      Detection       No Detection*     You can shorten the dial detect pause.	ch page de. See 4
Tel     —     you fax.       Name     —     You fax.       Tone/Pulse     —     Tone*       Dial Tone     —     Detection       No Detection*     You can shorten the diadetect pause.	de. See 4
Name     —     Tone/Pulse       Tone/Pulse     —     Tone* Pulse     Choose the dialling mode Pulse       Dial Tone     —     Detection No Detection*     You can shorten the dial detect pause.	
Pulse       Dial Tone     Detection       No Detection*     You can shorten the dia detect pause.	
Dial Tone     —     Detection     You can shorten the dia detect pause.       No Detection*     Volume     Volume     Volume	I tone 150
No Detection* detect pause.	I tone 150
No Detection"	
Dial Prefix — On Sets a prefix number that	at will See
Off*     always be added before       number every time you	
Compatibility — High* Adjust the equalization	
Normal transmission difficulties.	
Basic (for support using various	offer fax
VoIP) standards. If you regula	rly
experience fax transmis	sion
errors, choose Basic (: VoIP).	for
Reset         Machine Reset         Yes         Restore the machine set	ttings to 161
the factory settings exce	
network settings, station Address Book.	ID and
Network Yes Restore all network sett	ings to
No the factory settings.	
Address Book Yes Erase all stored phone n	umbers
& Fax No and fax settings.	
All Settings Yes Restore all the machine	's
No settings quickly to the fa	actory
Factory Reset Yes Restore all the machine	
No Boform this operation	
Perform this operation v you dispose of your made	
Local Language — 中文* Allow you to change the	
English Touchscreen language.	000
Advanced User's Guide	
Quick Setup Guide	
The factory settings are shown in Bold with an asterisk.	

## **Features Tables**



## Fax (When Fax Preview is Off)

Level 1	Level 2	Level 3	Options	Descriptions	See Page
Redial/Pause	_	_		Redial the last number called. When you are entering a fax or telephone number on the Touchpanel, Redial changes to Pause on the Touchscreen. Press Pause if you need a delay while dialing numbers, such as access codes and credit card numbers. You can also store a pause when you set up addresses.	_
Hook	_	_	_	Press before dialing when you want to listen to make sure a fax machine has answered, and then press Fax Start.	_
Address Book	Q (Search:)	-	_	Search within the Address Book.	55
	Edit	_	Add New Address	Store Address Book numbers, so you can dial by pressing Address Book on the Touchscreen (and Fax Start).	57
		-	Setup Groups	Set up Group numbers for Broadcasting.	See ♦.
			Change	Change Address Book numbers.	58 and
			Delete	Delete Address Book numbers.	see ♦.
	_	Apply	_	Start sending a fax using the address book.	55 and see ◆.

Level 1	Level 2	Level 3	Options	Descriptions	See Page
Call History	Outgoing Call	Edit	Add to Address Book	Choose a number from the Outgoing	See ♦.
			Delete	Call history and then	
		Apply	-	send a fax to it, add it to Address Book, or delete it.	
Fax Start	_	_	_	Send a fax.	
Options	Fax Resolution	_	Standard*	Set the resolution for	See ♦.
			Fine	outgoing faxes.	
			S.Fine		
			Photo		
	2-sided Fax	_	Off*	Set the 2-sided	
			2-sided Scan: Long Edge	scanning format.	
			2-sided Scan: Short Edge		
	Contrast	_	Auto*	Change the lightness	
			Light	or darkness of faxes	
			Dark	you send.	
	Broadcasting	Add Number	Add Number	Send the same fax	
	Broadcasting		Add from Address book	message to more than one fax number.	
			Search in Address book		
	Delayed Fax	Delayed Fax	On	Set the time of day	
			Off*	that delayed faxes will be sent.	
		Set Time	—		_
	Real Time TX	—	On	Send a fax without	
			Off*	using the memory.	
	Coverpage	Coverpage	On	Automatically send a	
	Setup	Setup	Off*	cover page you programmed.	
		Coverpage Note	1.Comment Off		
		NOLE	2.Please Call		
			3.Urgent		
			4.Confidential		
			5.		
			6.		
		Total Pages	—		
	Advanced User's	Guide			
	The factory settings	are shown in Bold v	vith an asterisk.		

Level 1	Level 2	Level 3	Options	Descriptions	See Page
Options (continued)	Overseas Mode	_	On Off*	If you are having difficulty sending faxes overseas, set this to on.	See 🔶
	Glass Scan Size	-	Letter A4*	To fax a Letter size document, you must change the Glass Scan Size setting.	40
	Set New Default		Fax Resolution Contrast Glass Scan Size Real Time TX Coverpage Setup Overseas Mode (Options) Yes No	Save your fax settings as the default settings.	See ♦
	Factory Reset	_	Yes No	Restore all the fax settings you changed back to the factory settings.	
Save as Shortcut			Address Fax Resolution 2-sided Fax Contrast Broadcasting Real Time TX Coverpage Setup Overseas Mode Glass Scan Size	Register the current settings as a shortcut.	
	Advanced User's	Guide			



# Fax (When Fax Preview is On)

Level 1	Level 2	Level 3	Options	Descriptions	See Page
Sending Faxes	See Fax (When Fax	Preview is Off) on pa	ge 189		
Received Faxes	Print/Delete	Print All(New Faxes)	—	Print the new received faxes.	47
		Print All(Old Faxes)	—	Print the old received faxes.	
		Delete All (New Faxes)	—	Delete the new received faxes.	-
		Delete All(Old Faxes)	—	Delete the old received faxes.	-
Address Book	See Fax (When Fax	Preview is Off) on pa	ge 189.		
Call History	See Fax (When Fax	Preview is Off) on pa	ge 189.		
	Advanced User's	Guide			
	The factory settings	are shown in Bold wit	h an asterisk.		

А Сору

Level 1	Level 2	Level 3	Options	Descriptions	See Page
Mono Start	-	-	-	Make a monochrome copy.	—
Colour Start	—	—	—	Make a colour copy.	
Receipt Normal	_	—	-	Choose the desired settings from the	59
2in1(ID)				preset items.	
2in1(12)					
2-sided(1⇒2)					
2 sided(1⇒2) 2-sided(2⇒2)					
Paper Save					
Options	Quality		Auto*	Choose the Copy	See ♦
			Text	resolution for your type of document.	
			Photo	type of document.	
			Receipt		
			(When you select 2in1(ID) in Page Layout)		
			Auto*		
			Lighter		
	Enlarge/Reduce	100%*	_	_	-
		Enlarge	200%	Choose an	
		_	141% A5⇒A4	enlargement ratio for the next copy.	
			104% EXE⇒LTR		
		Reduce	97% LTR⇒A4	Choose a reduction	
			94% A4⇒LTR	ratio for the next copy.	
			91% Full Page		
			85% LTR⇒EXE		
			83% LGL⇒A4		
			78% LGL⇒LTR		
			70% A4⇒A5		
			50%		
	Advanced User's	Guide		•	•

Level 1	Level 2	Level 3	Options	Descriptions	See Page
Options (continued)	Enlarge/Reduce (continued)	Custom(25-400%)	_	You can choose the enlargement or reduction ratio for the next copy.	See ♦
	Density	—		Adjust the Density for copies.	
			-2 -1 0 +1 +2	When you choose 2in1 (ID) from the preset items, the default setting is -1.	
	Contrast	_		Adjust the contrast for copies.	
	Stack/Sort	—	Stack*	Choose to stack or sort multiple copies.	
	Page Layout	_	<pre>Off(lin1)* 2in1(P) 2in1(L) 2in1(ID) 4in1(P) 4in1(L)</pre>	Make N in 1 and 2 in 1 ID copies.	
	Colour Adjust	Red		Adjust the red colour for copies.	
	◆ Advanced User's	Guide	1		L
	The factory settings	are shown in Bold with			

Level 1	Level 2	Level 3	Options	Descriptions	See Page
Options (continued)	Colour Adjust (continued)	Green		Adjust the green colour for copies.	See ♦.
		Blue		Adjust the blue colour for copies.	
	2-sided Copy	_	Off <sup>*</sup> 2-sided⇒2-sided 1-sided⇒2-sided Long Edge Flip 2-sided⇒1-sided Long Edge Flip 1-sided⇒2-sided Short Edge Flip 2-sided⇒1-sided Short Edge Flip	Enable or disable 2-sided copying and choose long edge or short edge.	
	2-sided Copy Page Layout	_	LongEdge⇒ LongEdge⇒ ShortEdge ShortEdge⇒ LongEdge ShortEdge⇒ ShortEdge⇒ ShortEdge⇒	Choose a page layout option when you make 2-sided N in 1 copies from a 2-sided document.	
	Advanced User's	Guide		I	L
K	The factory settings	are shown in Bol	d with an asterisk.		

C

Level 1	Level 2	Level 3	Options	Descriptions	See Page
Options	Tray Use	—	Tray#1 Only	Choose the tray that	See •
(continued)			Tray#2 Only	will be used for Copy mode.	
			MP Only	copy mode.	
			MP>T1>T2*		
			MP>T2>T1		
			T1>T2>MP		
			T2>T1>MP		
			(Tray#2 Only and T2 appear only if you installed Tray 2.)		
	Remove	—	Off*	Change the amount	
	Background Colour			of background colour that is	
			Medium	removed.	
			High		
	Save as	—	Quality	Add the current settings as a	
	Shortcut		Enlarge/Reduce	shortcut.	
			Density		
			Contrast		
			Stack/Sort		
			Page Layout		
			Red		
			Green		
			Blue		
			2-sided Copy		
			2-sided Copy Page Layout		
			Tray Use		
			Remove Background Colour		
	Advanced Use	r's Guide	I	1	I
		gs are shown in Bol	d with an asterisk.		



Level 1	Level 2	Level 3	Options	Descriptions	See Page
to OCR	(PC Select)	Options	See Options (to OCR) on	page 199	See +
		Save as Shortcut	(PC Select)	Add the current settings as a shortcut.	
		Start	—	Start scanning.	
to File	(PC Select)	Options	See Options (to File, to Im on page 200.	age and to E-mail)	
		Save as Shortcut	(PC Select)	Add the current settings as a shortcut.	
		Start	—	Start scanning.	
to Image	(PC Select)	Options	See Options (to File, to Im on page 200.	age and to E-mail)	
	Sh	Save as Shortcut	(PC Select)	Add the current settings as a shortcut.	
		Start	—	Start scanning.	
to USB	Options	See Options (	to USB) on page 201		
	Save as — Shortcut	—	2-sided Scan Scan Type	Add the current settings as a shortcut.	
			Resolution File Type		
			Glass Scan Size		
			File Name		
			File Size		
			Remove Background Colour		
	Start	-	<u> </u>	Start scanning.	
to E-mail	(PC Select)	Options	See Options (to File, to Im on page 200.	age and to E-mail)	1
		Save as Shortcut	(PC Select)	Add the current settings as a shortcut.	
		Start	—	Start scanning.	
	+ Software and	d Network User's	Guide		
			n Bold with an asterisk.		

Level 1	Level 2	Level 3	Options	Descriptions	See Page
to E-mail Server (Supported	Address Book	—	_	Choose the address of the recipient from the address book.	See +.
only after IFAX	Manual	—	-	Manually enter the address of the recipient.	
downloaded)	ок	Options	See Options (to E-mail Serv	ver) on page 203.	
		Save as	Address	Add the current settings	
		Shortcut	2-sided Scan	as a shortcut.	
			Scan Type		
			Resolution		
			File Type		
			Glass Scan Size		
			File Size		
		Start	—	Start scanning.	
to FTP/SFTP	(Profile name)	Options	See Options (to FTP/SFTP on page 205.	See Options (to FTP/SFTP and to Network) on page 205.	
		Save as Shortcut	(Profile name)	Add the current settings as a shortcut.	
		Start	_	Start scanning.	
to Network	(Profile name)	Options	See Options (to FTP/SFTP on page 205.	o FTP/SFTP and to Network)	
		Save as Shortcut	(Profile name)	Add the current settings as a shortcut.	
		Start	—	Start scanning.	
WS Scan	Scan	_	_	Scan data using the Web	
(Appears if you have installed	Scan for E-mail	_	—	Service protocol.	
the scanner	Scan for Fax	—	—		
driver for your network- connected machine via Web Services.)	Scan for Print	_	—		
	+ Software and N	Network User's (	Guide		
	The factory settin	gs are shown in	Bold with an asterisk.		

#### Options (to OCR)

Level 1	Level 2	Options	Descriptions	See Page
Options	2-sided Scan	Off*	Choose the 2-sided scan	See +
		2-sided Scan: Long Edge	mode.	
		2-sided Scan: Short Edge		
	Scan Settings	Set at Device	To change settings using	
		Set from Computer*	the Touchscreen, choose Set at Device.	
	Scan Type	Colour	Choose the scan type for	
	(Appears when Scan	Grey	your document.	
	Settings <b>is set to</b> Set at Device.)	Black and White*		
	Resolution	100 dpi	Choose the scan	
	(Appears when Scan Settings is set to Set at Device.)	200 dpi*	resolution for your document.	-
		300 dpi		
		600 dpi		
	File Type	Text*	Choose the file format for your document	
	(Appears when Scan	HTML		
	Settings <b>is set to</b> Set at Device.)	RTF		
	Scan Size	A4*	Choose the scan size for	
	(Appears when Scan	Letter	your document.	
	Settings <b>is set to</b> Set at Device.)	Legal		
	+Software and Network User's	Guide		
	The factory settings are shown	in Bold with an asterisk.		

#### Options (to File, to Image and to E-mail)

Level 1	Level 2	Options	Descriptions	See Page
Options	2-sided Scan	Off*	Choose the 2-sided scan	See +.
		2-sided Scan: Long Edge	mode.	
		2-sided Scan: Short Edge		
	Scan Settings	Set at Device	To change settings using	
		Set from Computer*	the Touchscreen, choose Set at Device.	
	Scan Type	Colour*	Choose the scan type for	1
	(Appears when Scan	Grey	your document.	
	Settings <b>is set to</b> Set at Device.)	Black and White		
	Resolution	100 dpi	Choose the scan	or
	(Appears when Scan Settings is set to Set at Device.)	200 dpi*	resolution for your document.	
		300 dpi		
		600 dpi		
	File Type	(When you select Colour or	Choose the file format for your document.	
	(Appears when Scan	Grey in Scan Type)		
	Settings <b>is set to</b> Set at Device.)	PDF*		
		JPEG		
		(When you select Black and White in Scan Type)		
		PDF*		
		TIFF		
	Scan Size	A4*	Choose the scan size for your document.	-
	(Appears when Scan	Letter		
	Settings <b>is set to</b> Set at Device.)	Legal		
	Remove Background	Off*	Change the amount of	
	Colour	Low	background colour that is removed.	
	(Appears when Scan Settings is set to Set at	Medium	This function is not	
	Device.)	High	available for monochrome scanning.	
	+Software and Network User'	s Guide	1	1
	The factory settings are shown	n in Bold with an asterisk.		

#### Options (to USB)

Sc	sided Scan an Type	Off* 2-sided Scan: Long Edge 2-sided Scan: Short Edge Colour* Grey Black and White (When you select Colour in Scan Type)	Choose the 2-sided scan mode. Choose the scan type for your document. Choose the scan	See +
		2-sided Scan: Short Edge Colour* Grey Black and White (When you select Colour in Scan Type)	Choose the scan type for your document. Choose the scan	
		Edge Colour* Grey Black and White (When you select Colour in Scan Type)	your document. Choose the scan	
		Colour* Grey Black and White (When you select Colour in Scan Type)	your document. Choose the scan	
		Grey Black and White (When you select Colour in Scan Type)	your document. Choose the scan	
Re	esolution	Black and White (When you select Colour in Scan Type)	Choose the scan	
Re	esolution	(When you select Colour in Scan Type)		
Re	esolution	Scan Type)		
			resolution for your	
		100 dpi	document.	
		200 dpi*		
		300 dpi		
		600 dpi		
		Auto		
		<b>(When you select</b> Grey <b>in</b> Scan Type)		
		100 dpi		
		200 dpi*		
		300 dpi		
		Auto		
		(When you select Black and White in Scan Type)		
		200 dpi*		
		300 dpi		
		200x100		
+ :	Software and Network User's	Guide	1	I

	Level 2	Options	Descriptions	See Page		
Options (continued)	File Type	(When you select Colour or Grey in Scan Type)	Choose the file format for your document.	See +		
		PDF*				
		JPEG				
		PDF/A				
		Secure PDF				
		Signed PDF				
		XPS				
		(When you select Black and White in Scan Type)				
		PDF*				
		PDF/A				
		Secure PDF				
		Signed PDF				
		TIFF				
	Glass Scan Size	A4*	To scan a Letter size			
		Letter	document, you must change the Glass Scan Size setting.			
	File Name	xxxxxx (Date & Year)	Enter a file name for the scanned data.			
	File Size	Small	Choose the file size for			
		Medium*	colour or greyscale scanning.			
		Large		_		
	Remove Background Colour	Off* Low	Change the amount of background colour that is removed.			
		Medium	Temoveu.			
		High				
	Set New Default	2-sided Scan	Save your scan settings			
		Scan Type	as the default settings.			
		Resolution				
		File Type				
		Glass Scan Size				
		File Size				
		Remove Background Colour				
	Factory Reset	Yes	Restore all the scan	1		
		No	settings you changed back to the factory settings.			
	+ Software and Network Us	+ Software and Network User's Guide				

#### **Options (to E-mail Server)**

Level 1	Level 2	Options	Descriptions	See Page
Options	2-sided Scan	Off*	Choose the 2-sided scan	See +
		2-sided Scan: Long Edge	mode.	
		2-sided Scan: Short		
		Edge		_
	Scan Type	Colour*	Choose the scan type for your document.	
		Grey	your document.	
		Black and White		
	Resolution	(When you select Colour in Scan Type)	Choose the scan resolution for your	
		100 dpi	document.	
		200 dpi*		
		300 dpi		
		600 dpi		
		Auto		
		<b>(When you select</b> Grey in Scan Type)		
		100 dpi		
		200 dpi*		
		300 dpi		
		Auto		
		(When you select Black and White in Scan Type)		
		200 dpi*		
		300 dpi		
		200x100		
	+ Software and Network	User's Guide	1	
<b>F</b>	The factory action	shown in Bold with an asterisk.		

Level 1	Level 2	Options	Descriptions	See Page
Options (continued)	File Type	(When you select Colour or Grey in Scan Type)	Choose the file format for your document.	See +
()		PDF*		
		JPEG		
		PDF/A		
		Secure PDF		
		Signed PDF		
		XPS		
		(When you select Black and White in Scan Type)		
		PDF*		
		PDF/A		
		Secure PDF		
		Signed PDF		
		TIFF		-
	Glass Scan Size	A4*	To scan a Letter	
		Letter	document, you must change the Glass Scan Size setting.	
	File Size	Small	Choose the file size for colour or greyscale scanning.	-
		Medium*		
		Large		
	Set New Default	2-sided Scan	Save your scan settings as the default settings.	
		Scan Type		
		Resolution		
		File Type		
		Glass Scan Size		
		File Size		-
	Factory Reset	Yes	Restore all the scan	
		No	settings you changed back to the factory settings.	
	+ Software and Network L	Jser's Guide		

Level 1	Level 2	Options	Descriptions	See Page
Options	2-sided Scan	Off*	Choose the 2-sided scan	See +
		2-sided Scan: Long Edge	mode.	
		2-sided Scan: Short Edge		
	Scan Type	Colour*	Choose the scan type for	
		Grey	your document.	
		Black and White		
	Resolution	(When you select Colour in Scan Type)	Choose the scan resolution and file format	
		100 dpi	for your document.	
		200 dpi*		
		300 dpi		
		600 dpi		
		Auto		
		<b>(When you select</b> Grey <b>in</b> Scan Type)		
		100 dpi		
		200 dpi*		
		300 dpi		
		Auto		
		(When you select Black and White in Scan Type)		
		200 dpi*		
		300 dpi		
		200x100		
	+ Software and Network	User's Guide		•
	The factory settings are	shown in Bold with an asterisk.		

### Options (to FTP/SFTP and to Network)

Level 1	Level 2	Options	Descriptions	See Page
Options	File Type	(When you select Colour or	Choose the scan	See +
(continued)		Grey <b>in</b> Scan Type)	resolution and file format for your document.	
		PDF*		
		JPEG		
		PDF/A		
		Secure PDF		
		Signed PDF		
		XPS		
		(When you select Black and White in Scan Type)		
		PDF*		
		PDF/A		
		Secure PDF		
		Signed PDF		
		TIFF		
	Glass Scan Size	A4*	To scan a Letter size	
		Letter	document, you must change the Glass Scan Size setting.	
	File Name	BRNXXXXXXXXXXXX	Choose preset file names. If you choose <manual>, you can name the file as you like.</manual>	
		Estimate		
		Report		
		Order sheet	"XXXXXXXXXXXXXX" is	
		Contract sheet	your machine's MAC Address/Ethernet Address.	
		Check		
		Receipt		
		<manual></manual>		
	File Size	Small	Choose the file size for	
		Medium*	colour or greyscale	
		Large	scanning.	
	Remove Background	Off*	Change the amount of	1
	Colour	Low	background colour that is removed.	
		Medium		
		High		
	User Name	_	Enter the user name.	1
	+ Software and Network Us	er's Guide	1	1

# Toner

Level 1	Level 2	Options	Descriptions	See Page	
Toner Life	—	—	View the approximate remaining toner life for each colour.	See ♦.	
Test Print	—	—	Print the Test Print page.		
Calibration	Calibrate	Yes	Adjust the colour density or reset calibration		
		No	to the factory settings.		
	Reset	Yes			
		No			
Registration	—	Yes	Adjust the print position of each colour	117	
		No	automatically.		
	Advanced User's	Guide			
The factory settings are shown in Bold with an asterisk.					

### wiFi Wi-Fi Setup

Level 1	Level 2	Options	Descriptions	See Page	
Setup Wizard	_	—	Configure your internal print server.	See +.	
WPS/AOSS	_	—	Easily configure your wireless network settings using the one-button push method.		
WLAN Assistant	_	_	(Windows <sup>®</sup> only) You can configure your wireless network settings using the Brother CD-ROM.		
	+ Software and Net	work User's Guide			
The factory settings are shown in Bold with an asterisk.					

### Shortcuts Shortcuts

Level 1	Level 2	Level 3	Options	Descriptions	See Page
Add	Сору	Receipt	See Copy	Choose the desired settings	13
Shortcut		Normal	on page 193.	from the preset items.	
		2in1(ID)			
		2in1			
	2-sided(1⇒2)				
		2-sided(2⇒2)			
		Paper Save			
Fax	Fax	Address	-	Store fax numbers, so you can dial by pressing this shortcut.	14
		Fax Resolution	Standard	Set the resolution for outgoing	14
			Fine	faxes.	
			S.Fine		
			Photo		
	2-sided Fax	Off	Choose the 2-sided fax scan	14	
			2-sided Scan:	mode.	
			Long Edge		
			2-sided Scan: Short Edge		
		Contrast	Auto	Change the lightness or	14
			Light	darkness of faxes you send.	
			Dark		
		Broadcasting	Add Number	You can send the same fax	14
			(Options)	message to more than one fax number.	
			Add Number	number.	
			Add from		
			Address book		
			Search in Address book		
		Real Time TX	On	Send a fax without using the	14
			Off	memory.	
		Coverpage Setup	Coverpage Setup	Automatically send a cover page you programmed.	14
			Coverpage Note		
			Total Pages		
		Overseas Mode	On	If you are having difficulty	14
			Off	sending faxes overseas, set this to On.	

Level 1	Level 2	Level 3	Options	Descriptions	See Page
Add Shortcut (continued)	Fax (continued)	Glass Scan Size	Letter A4	Adjust the scan area of the scanner glass to the size of the document.	14
(continued)	Scan	to File	(PC Select)	Scan a black & white or a colour document into your computer.	15
		to OCR	(PC Select)	Convert your text document to an editable text file.	15
		to Image	(PC Select)	Scan a colour picture into your graphics application.	15
		to USB	2-sided Scan Scan Type Resolution File Type Glass Scan Size File Name File Size Remove Background Colour	Scan documents into a USB flash drive.	15
		to E-mail	(PC Select)	Scan a black & white or a colour document into your E- mail application.	15
		to E-mail Server (Supported only after IFAX is downloaded)	Address 2-sided Scan Scan Type Resolution File Type Glass Scan Size File Size	Scan a black & white or a colour document into your E- mail Server.	15
		to Network	(Profile name)	Send scanned data to a CIFS server on your local network or on the Internet.	15
		to FTP/SFTP	(Profile name)	Send scanned data via FTP or SFTP.	15
ΎΙ	(Choose shortcut	Edit Shortcut Name	—	Change the shortcut name.	17
(Select a Shortcut to Rename/Delete)	button.)	Delete	—	Delete the shortcut.	17
	The factory se	ettings are shown in Bold	with an asterisk.		

### 2 in 1 ID Copy (More1 screen)

Level 1	Level 2	Options	Descriptions	See Page	
2in1(ID)			Choose the desired settings from the preset items.	59	
The factory settings are shown in Bold with an asterisk.					

### 2-sided Copy (More1 screen)

Level 1	Level 2	Options	Descriptions	See Page
2-sided(1⇒2)	See 2-sided(1⇒2) on page 193		Choose the desired settings from the preset items.	59
	The factory settings are shown in Bold with an asterisk.			

### USB (More2 screen)

Level 1	Level 2	Level 3	Level 4	Options	Descriptions	See Page
Scan to USB	See to USB on	page 197		•		See +
Direct	(Select File)	Print	Paper Type	Thin	Set the print media	62
Print		Settings		Plain Paper*	type when printing directly from the USB	
		(No. of Prints (001-999))		Thick	flash drive.	
		(001 000))		Thicker		
				Recycled Paper		
				Bond Paper		
				Label		
				Envelope		
				Env. Thin		
				Env. Thick		
				Glossy Paper		
			Paper Size	A4*	Set the paper size	62
				Letter	when printing directly from the USB flash	
				B5(JIS)	drive.	
				B5(ISO)		
				А5		
				A5 (Long Edge)		
				A6		
				Executive		
				Legal		
				Folio		
				Com-10		
				Monarch		
				C5		
				DL		
				16K(195x270mm)		
				16K(184x260mm)		
				16K(197x273mm)		
	+ Software and	d Network User's (	Guide			

Level 1	Level 2	Level 3	Level 4	Options	Descriptions	See Page
Direct Print (continued)	(Select File) (continued)	Print Settings (No. of Prints (001-999)) (continued)	Multiple Page	<pre>lin1* 2in1 4in1 9in1 16in1 25in1 1 in 2x2 pages 1 in 3x3 pages 1 in 4x4 pages</pre>	Set the page layout when printing multiple pages directly from the USB flash drive.	62
				1 in 5x5 pages		
			Orientation	Portrait* Landscape	Set the page orientation when printing directly from the USB flash drive.	62
			2-sided	<b>Off*</b> Long Edge Short Edge	Choose the 2-sided print format when printing directly from the USB flash drive.	62
			Collate	On* Off	Enable or disable page collation when printing directly from the USB flash drive.	62
			Tray Use	Auto* MP Only Tray#1 Only Tray#2 Only (Tray#2 Only appears only if you installed Tray 2.)	Choose the tray that will be used for printing directly from the USB flash drive.	62
			Print Quality	Normal* Fine	Set the print quality option when printing directly from the USB flash drive.	62
			PDF Option	Document* Document&Markup Document&Stamps	Set the USB direct print setting whether to print comments (Markup) or stamps in the PDF file along with the text.	62
	+ Software and The factory set	Network User's C			1	

Level 1	Level 2	Level 3	Level 4	Options	Descriptions	See Page
Direct Print	Index Print	—	—	-	Print a thumbnail page.	62
(continued)	DefaultSettings	Paper Type	<b>—</b>	Thin	Set the default media	64
				Plain Paper*	type when printing directly from the USB	
				Thick	flash drive.	
				Thicker		
				Recycled Paper		
				Bond Paper		
				Label		
				Envelope		
				Env. Thin		
				Env. Thick		
				Glossy Paper		
		Paper Size	_	A4*	Set the default paper	64
				Letter	size when printing directly from the USB flash drive.	
				B5(JIS)		
				B5(ISO)		
				A5		
				A5 (Long Edge)		
				A6		
				Executive		
				Legal		
				Folio		
				Com-10		
				Monarch		
				C5		
				DL		
				16K(195x270mm)		
				16K(184x260mm)		
				16K(197x273mm)		
	+ Software and N	Network User's G	uide			

Level 1	Level 2	Level 3	Level 4	Options	Descriptions	See Page
Direct DefaultSettin Print (continued)	DefaultSettings (continued)	Multiple Page	_	<pre>lin1* 2in1 4in1 9in1 16in1 25in1 1 in 2x2 pages 1 in 3x3 pages 1 in 4x4 pages 1 in 5x5 pages</pre>	Set the default page style when printing multiple pages directly from the USB flash drive.	64
		Orientation		Portrait* Landscape	Set the default page orientation when printing directly from the USB flash drive.	64
		Collate	_	On* Off	Enable or disable the default page collation when printing directly from the USB flash drive.	64
		Print Quality	_	Normal* Fine	Set the default print quality option when printing directly from the USB flash drive.	64
		PDF Option	_	Document* Document&Markup Document&Stamps	Set the default USB direct print setting to print comments (Markup) or stamps in the PDF file along with the text.	64
		Index Print		Simple* Details	Set the default index print option to simple format or details.	64
	+ Software and N	Network User's G	uide		•	
	The factory settin	gs are shown in E	Bold with an aste	erisk.		

# Entering text

When you need to enter text into the machine the keyboard will appear on the Touchscreen.

Press A 1 @ to cycle through letters, numbers and special characters.

Press  $\uparrow$  aA to cycle between upper and lower case letters.



#### Inserting spaces

To enter a space, press Space or ▶.

#### Making corrections

If you entered an incorrect character and want to change it, use the arrow buttons to move the cursor under the incorrect character. Press 💌, and then enter the correct character. You can also insert letters by moving the cursor and entering a character.

If the screen does not display 4, press repeatedly until you have erased the incorrect character. Enter the correct characters.

#### NOTE

- The characters available may differ depending on your country.
- The keyboard layout may differ depending on the settings you are entering.

#### **Entering Chinese characters**

You can use Chinese characters for some of the text input to your machine if you select " $\dot{\mp}$ " in the Local Language setting (see Quick Setup Guide: Set your language). Simplified Chinese can be converted from Pinyin entry.

NOTE If 转换 appears on the Touchscreen, conversion of Pinyin to Chinese characters is available.
For example, if you want to enter "Good 公司", follow the procedures:
1 Press G, o, o, d, and then press 确定.
Press g, o, n, g, s, i, and then press 转换. Some candidate Chinese characters and phrases will appear on the Touchscreen.
<b>3</b> Swipe up or down, or press ▲ or ▼ to display "公司".
4 Press "公司".
5 Press OK to complete.

**Specifications** 

# General

D

Model		MFC-L8650CDW
Printer Type		Laser
Print Method		Electrophotographic Laser Printer (single-pass)
Memory Capacity	Standard	256 MB
	Optional	1 slot: DDR2 SO-DIMM (144-pin) up to 256 MB
LCD (liquid crystal displa	ay)	3.7 in. (93.4 mm) TFT Colour Touchscreen LCD <sup>1</sup> and Touchpanel
Power Source		220 - 240 V AC 50/60 Hz
Power Consumption <sup>2</sup>	Peak	Approx. 1200 W
(Average)	Printing	Approx. 565 W at 25 °C
	Printing	Approx. 355 W at 25 °C
	(Quiet Mode)	
	Copying	Approx. 565 W at 25 °C
	Copying	Approx. 355 W at 25 °C
	(Quiet Mode)	
	Ready	Approx. 65 W at 25 °C
	Sleep	Approx. 9.5 W
	Deep Sleep	Approx. 1.7 W
	Power Off ${}^{34}$	Approx. 0.04 W
Dimensions		492 mm
Weights (with supplies)		30.1 kg

<sup>1</sup> Measured diagonally

<sup>2</sup> USB connections to computer

<sup>3</sup> Measured according to IEC 62301 Edition 2.0

<sup>4</sup> Power consumption varies slightly depending on the usage environment or part wear.

Model	Model		MFC-L8650CDW
Noise Level	Sound	Printing	Lpam = 55dB (A)
	Pressure	Printing(Quiet Mode)	Lpam = 52dB (A)
		Ready	Lpam = 28 dB (A)
	Sound	Printing	LwAd = 6.73 B (A)
	Power	(Colour)	
		Printing	LwAd = 6.70 B (A)
		(Monochrome)	
		Printing(Quiet Mode)	Lwad = 6.40 B (A)
		Ready	LwAd = 4.05 B (A)
Temperature	Temperature		10 to 32 °C <sup>1</sup>
		Storage	0 to 40 °C
Humidity		Operating	20 to 80% (without condensation)
		Storage	10 to 90% (without condensation)
ADF (automa	tic documer	it feeder)	Up to 35 pages
			For best results we recommend:
			Temperature: 20 to 30 °C
			Humidity: 50% to 70%
			Paper: 80 g/m <sup>2</sup>

<sup>1</sup> To ensure the high print quality, the maximum ambient temperature we recommend is 32 °C. The maximum ambient temperature to safely use this machine is 35 °C.

Specifications

# **Document Size**

Model		MFC-L8650CDW
Document Size	ADF Width	147.3 to 215.9 mm
(1-sided)	ADF Length	147.3 to 355.6 mm
	Scanner Glass Width	Max. 215.9 mm
	Scanner Glass Length	Max. 297.0 mm
Document Size	ADF Width	147.3 to 215.9 mm
(2-sided)	ADF Length	147.3 to 355.6 mm

D

# **Print media**

Model			MFC-L8650CDW
Paper Input	Paper Tray 1	Paper Type	Plain Paper, Thin Paper, Recycled Paper
	(Standard)	Paper Size	A4, Letter, B5 (JIS), A5, A5 (Long Edge), A6, Executive, Legal, Folio, 16K(195x270mm), 16K(184x260mm), 16K(197x273mm)
		Paper Weight	60 to 105 g/m <sup>2</sup>
		Maximum Paper Capacity	Up to 250 sheets of 80 g/m <sup>2</sup> Plain Paper
	Multi- purpose tray (MP tray)	Paper Type	Plain Paper, Thin Paper, Thick Paper, Thicker Paper, Recycled Paper, Bond Paper, Label, Envelope, Env.Thin, Env.Thick, Glossy Paper
		Paper Size	Width: 76.2 to 215.9 mm
			Length: 127.0 to 355.6 mm
		Paper Weight	60 to 163 g/m <sup>2</sup>
		Maximum Paper Capacity	Up to 50 sheets of 80 g/m <sup>2</sup> Plain paper
	Paper Tray 2 (Optional)	Paper Type	Plain Paper, Thin Paper, Recycled Paper
		Paper Size	A4, Letter, B5 (JIS), A5, Executive, Legal, Folio, 16K(195x270mm), 16K(184x260mm), 16K(197x273mm)
		Paper Weight	60 to 105 g/m <sup>2</sup>
		Maximum Paper Capacity	Up to 500 sheets of 80 g/m <sup>2</sup> Plain Paper
Paper Output <sup>1</sup>	Face-Down Output Tray		Up to 150 sheets of 80 g/m <sup>2</sup> Plain paper (face-down delivery to the face-down output paper tray)
	Face-Up Output Tray		One sheet (face-up delivery to the face-up output tray)
2-sided	Automatic	Paper Type	Plain Paper, Thin Paper, Recycled Paper, Glossy Paper
	2-sided Printing	Paper Size	A4
	- 5	Paper Weight	60 to 105 g/m <sup>2</sup>

<sup>1</sup> For labels, we recommend removing printed pages from the output paper tray immediately after they exit the machine to avoid the possibility of smudging.

# Fax

Model	MFC-L8650CDW
Compatibility	ITU-T Super Group 3
Coding System	MH/MR/MMR/JBIG
Modem Speed	33,600 bps (with Automatic Fallback)
2-sided Print Receiving	Yes
Automatic 2-sided Sending	Yes (from ADF)
Scanning Width	Max. 208 mm
Printing Width	Max. 208 mm
Greyscale	8 bit/256 levels
Resolution	Standard
	203 × 98 dpi
	Fine
	203 × 196 dpi
	Superfine
	203 × 392 dpi
	Photo
	203 × 196 dpi
Address Book	300 entries
Groups	Up to 20
Broadcasting	350 (300 Address Book/50 Manual Dial)
Automatic Redial	3 times at 5 minute intervals
Memory Transmission	Up to 500 <sup>1</sup> pages
Out of Paper Reception	Up to 500 <sup>1</sup> pages

<sup>1</sup> 'Pages' refers to the 'ITU-T Test Chart #1' (a typical business letter, Standard resolution, JBIG code). Specifications and printed materials are subject to change without prior notice.

# Сору

Model		MFC-L8650CDW	
Copy Width		Max. 210 mm	
Automatic 2-sided Copy		Yes (from ADF)	
Multiple Copies		Stacks or Sorts up to 99 pages	
Reduce/Enlarge		25% to 400% (in increments of 1%)	
Resolution		Up to 1200 × 600 dpi	
First Copy Out Time <sup>1</sup> Monochrome		Less than 18 seconds at 23 °C / 230 V	
Colour		Less than 20 seconds at 23 °C / 230 V	

<sup>1</sup> From Ready mode and standard tray.

# Scanner

Model		MFC-L8650CDW
Colour / Mono		Yes / Yes
TWAIN Compliant		Yes (Windows <sup>®</sup> XP/ Windows Vista <sup>®</sup> / Windows <sup>®</sup> 7 / Windows <sup>®</sup> 8 / Mac OS X v10.7.5 / 10.8.x / 10.9.x <sup>1</sup> )
WIA Compliant		Yes (Windows <sup>®</sup> XP / Windows Vista <sup>®</sup> / Windows <sup>®</sup> 7 / Windows <sup>®</sup> 8)
ICA Compliant		Yes (Mac OS X v10.7.5 / 10.8.x / 10.9.x)
Colour Depth	Colour	48 bit colour processing (Input)
		24 bit colour processing (Output)
	Greyscale	16 bit colour processing (Input)
		8 bit colour processing (Output)
Resolution		Up to 19200 $\times$ 19200 dpi (interpolated) <sup>2</sup>
		Up to 1200 $\times$ 2400 dpi (optical) $^2$ (from Scanner Glass)
		Up to 1200 $\times$ 600 dpi (optical) $^2$ (from ADF)
Scanning Width		Max. 210 mm
Automatic 2-sided S	canning	Yes (from ADF)

<sup>1</sup> For the latest driver updates for the version of OS X you are using, visit <u>http://solutions.brother.com/</u>.

 $\label{eq:main_state} \begin{array}{l} ^{2} & \mbox{Maximum 1200}\times 1200 \mbox{ dpi scanning with the WIA driver in Windows^® XP, Windows Vista^{\$}, Windows^{\$} \mbox{7 and } Windows^{\$} \mbox{8 (resolution up to 19200}\times 19200 \mbox{ dpi can be selected by using the scanner utility).} \end{array}$ 

# Printer

Model		MFC-L8650CDW	
Automatic 2-sided Pri	nt	Yes	
Emulations		PCL6, BR-Script3 (PostScript <sup>®</sup> 3™)	
Resolution		600 × 600 dpi	
Print Speed (2-sided)	Monochrome	Up to 14 sides/minute (Up to 7 sheets/minute) (A4 size) <sup>1</sup>	
Colour		Up to 14 sides/minute (Up to 7 sheets/minute) (A4 size) <sup>1</sup>	
Print Speed	Monochrome	Up to 28 pages/minute (A4 size) <sup>1</sup>	
Colour		Up to 28 pages/minute (A4 size) <sup>1</sup>	
First Print Time <sup>2</sup>	Monochrome	Less than 15 seconds at 23 °C / 230 V	
Colour		Less than 15 seconds at 23 °C / 230 V	

<sup>1</sup> The print speed may vary depending on the type of document you print.

<sup>2</sup> From Ready mode and standard tray.

## Interfaces

Model	MFC-L8650CDW	
USB	Hi-Speed USB 2.0 <sup>12</sup>	
	It is recommended you use a USB 2.0 cable (Type A/B) that is no more than 2.0 metres long.	
Ethernet <sup>3</sup>	10BASE-T / 100BASE-TX	
	Use a straight-through Category 5 (or greater) twisted-pair cable.	
Wireless LAN <sup>3</sup>	IEEE 802.11b/g/n (Infrastructure mode/Ad-hoc mode)	
	IEEE 802.11g (Wi-Fi Direct)	

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.

<sup>2</sup> Third party USB ports are not supported.

<sup>3</sup> For detailed network specifications, see *Network* on page 226 and Software and Network User's Guide.

# Network

#### NOTE

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

Model		MFC-L8650CDW				
LAN		You can connect your machine to a network for Network Printing, Network Scanning, PC-FAX Send, PC-FAX Receive (Windows <sup>®</sup> only) and Remote Setup <sup>1</sup> . Also included is Brother BRAdmin Light <sup>2 3</sup> Network Management software.				
Protocols IPv4		ARP, RARP, BOOTP, DHCP, APIPA(Auto IP), WINS/NetBIOS name resolution, DNS Resolver, mDNS, LLMNR responder, LPR/LPD, Custom Raw Port/Port9100, POP3, SMTP Client, IPP/IPPS, FTP Client and Server, CIFS Client, TELNET Server, SNMPv1/v2c/v3, HTTP/HTTPS server, TFTP client and server, ICMP, Web Services (Print/Scan), SNTP Client, LDAP <sup>4</sup> , IMAP4				
		NDP, RA, DNS resolver, mDNS, LLMNR responder, LPR/LPD, Custom Raw Port/Port9100, POP3, IPP/IPPS, FTP Client and Server, CIFS Client, TELNET Server, SNMPv1/v2c/v3, HTTP/HTTPS server, TFTP client and server, SMTP Client, ICMPv6, SNTP Client, Web Services (Print/Scan), LDAP <sup>4</sup> , IMAP4				
Security Protocols Wired Wireless		APOP, SMTP-AUTH, SSL/TLS (IPPS, HTTPS, SMTP, POP3, IMAP4), SNMP v3, 802.1x (EAP-MD5, EAP-FAST, PEAP, EAP-TLS, EAP-TTLS), Kerberos, IPSec				
		APOP, SMTP-AUTH, SSL/TLS (IPPS, HTTPS, SMTP, POP3, IMAP4), SNMP v3, 802.1x (LEAP, EAP-FAST, PEAP, EAP-TLS, EAP-TTLS), Kerberos, IPSec				
Wireless Network Security		WEP 64/128 bit, WPA-PSK (TKIP/AES), WPA2-PSK (AES)				
Wireless	AOSS™	Yes				
Network Setup Support Utility	WPS	Yes				

<sup>1</sup> See Computer requirements on page 228.

<sup>2</sup> (Windows<sup>®</sup>) Brother BRAdmin Light is available on the CD-ROM provided with the machine. (Macintosh) Brother BRAdmin Light is available as a download from <u>http://solutions.brother.com/</u>.

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

<sup>4</sup> Supported only after IFAX is downloaded.

# **Direct Print feature**

Model	MFC-L8650CDW		
Compatibility	PDF version 1.7 <sup>1</sup> , JPEG, Exif + JPEG, PRN (created by Brother printer driver), TIFF (scanned by all Brother MFC or DCP models), XPS version 1.0		
Interface	USB direct interface		

<sup>1</sup> PDF data including a JBIG2 image file, a JPEG2000 image file or a transparency file is not supported.

# **Computer requirements**

Computer Platform &		PC Interface			Hard Disk Space to install		
Operatin	Operating System Version		10/100Base-TX (Ethernet)	Wireless 802.11b/g/n	Processor	For Drivers	For Applications
	Windows <sup>®</sup> XP Home <sup>1 4</sup> Windows <sup>®</sup> XP Professional <sup>1 4</sup>	Printing			32bit (x86) or 64bit (x64) processor	150 MB	500 MB
	Windows <sup>®</sup> XP Professional x64 Edition <sup>1 4</sup>	PC-FAX <sup>3</sup> Scanning			64bit (x64) processor		
	Windows Vista <sup>® 1 4</sup>					500 MB	1.2 GB
	Windows <sup>®</sup> 7 <sup>1 4</sup>				32bit (x86) or 64bit (x64) processor	650 MB	1.2 GB
	Windows <sup>®</sup> 8 <sup>14</sup>						
Windows <sup>®</sup>	Windows Server <sup>®</sup> 2003				32bit (x86) or 64bit (x64) processor	64bit (x64) processor 64bit (x64) processor 64bit (x64) processor 50 MB 64bit (x64)	N/A
Operating System	Windows Server <sup>®</sup> 2003 x64 Edition	N/A	Printing		64bit (x64) processor		
	Windows Server <sup>®</sup> 2008			64bit (x64) processor	. ,		
	Windows Server <sup>®</sup> 2008 R2						
	Windows Server <sup>®</sup> 2012				64bit (x64) processor		
	Windows Server <sup>®</sup> 2012 R2						
Macintosh	Mac OS X v10.7.5	Printing	•				
Operating	OS X v10.8.x	PC-FAX (Send) <sup>3</sup>			Intel <sup>®</sup> Processor	80 MB	400 MB
System	OS X v10.9.x	Scanning					

<sup>1</sup> For WIA, 1200 x 1200 resolution. Brother Scanner Utility enables enhancing up to 19200 x 19200 dpi.

<sup>2</sup> Third party USB ports are not supported.

- <sup>3</sup> PC-FAX supports black and white only.
- <sup>4</sup> Presto! PageManager on the CD-ROM supports Microsoft<sup>®</sup> Windows<sup>®</sup> XP, Windows Vista<sup>®</sup>, Windows<sup>®</sup> 7 and Windows<sup>®</sup> 8.

For the latest driver updates, visit <u>http://solutions.brother.com/</u>.

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# **Supplies**

Model			MFC-L8650CDW	Model Name
Toner	In the box	Black	Approx. 4,000 pages A4 or Letter page <sup>1</sup>	—
Cartridge		Cyan	Approx. 3,500 pages A4 or Letter page <sup>1</sup>	—
		Magenta		
		Yellow		
	High Yield	Black	Approx. 4,000 pages A4 or Letter page <sup>1</sup>	TN-376BK
		Cyan	Approx. 3,500 pages A4 or Letter page <sup>1</sup>	TN-376C
		Magenta		TN-376M
		Yellow		TN-376Y
	Super High Yield	Black	Approx. 6,000 pages A4 or Letter page <sup>1</sup>	TN-379BK
		Cyan		TN-379C
		Magenta		TN-379M
		Yellow		TN-379Y
Drum Unit		•	Approx. 25,000 pages A4 or Letter page	DR-371CL
			(1 page / job) <sup>2</sup>	
Belt Unit			Approx. 50,000 pages A4 or Letter page	BU-320CL
			(5 pages / job) <sup>3 5</sup>	
Waste Toner Box			Approx. 50,000 pages A4 or Letter page <sup>4 5</sup>	WT-320CL

<sup>1</sup> Approximate cartridge yield is declared in accordance with ISO/IEC 19798.

<sup>2</sup> Drum life is approximate and may vary by type of use.

<sup>3</sup> Belt life is approximate and may vary by type of use.

<sup>4</sup> Waste Toner Box life is approximate and may vary by type of use.

<sup>5</sup> Approx. yield is based on A4 or Letter single-sided pages.

#### NOTE

- Brother does not recommend the use of supplies other than genuine Brother supplies.
- Your machine warranty may not cover any damage arising from the use of non genuine Brother supplies.

# Important information for the toner cartridge life

#### Color/Mono setting on the printer driver

Users can change the Color/Mono settings on the printer driver as follows:

#### Auto

The machine checks the content of the document for colour. If colour is detected anywhere in the document, it will print the whole of the document using the colour cartridges. In other words, it will mix some of the toners to help achieve every shade detected in the document, increasing the density of toner applied to the page. If no colour content is detected, it will print the document in monochrome.

The default setting on your machine is Auto.

#### NOTE

The machine's colour sensor is very sensitive and may perceive faded black text or an offwhite background as colour. If you know that your document is black and white and you want to preserve colour toner, select **Mono** mode.

#### Color

Whether the document contains colour or is just monochrome, your machine will print the document using the colour cartridges.

#### Mono

Select this mode if the document has only black and greyscale text and/or objects. If your document contains colour, this mode prints the document in 256 levels of grey using the black toner.

#### NOTE

If either the Cyan, Magenta or Yellow toner reaches the end of its life while printing a colour document, the print job cannot be completed. You can cancel your print job and choose to start the print job again in **Mono** mode, as long as Black toner is available.

For more information about the settings in the printer driver, see Software and Network User's Guide.

#### **Toner Cartridge Life**

This product detects the life of the toner cartridges using the following two methods:

- Detection by counting the dots of each colour that are necessary to create an image
- Detection by counting the rotations of the developer roller

This product has a function that will count the dots of each colour used to print every document and the rotations of each toner cartridge's developer roller. The print operation will stop when either one of the upper limits are reached. The upper limit is set above the number of dots or rotations that would be required for the cartridge to perform consistently with its advertised page yield. This function is intended to reduce the risk of poor print quality and damage to the machine.

D

There are two messages that indicate when the toner nears or reaches its life end: Toner Low and Replace Toner.

Toner Low is displayed on the LCD when the number of dots or rotations of the developer roller nears its maximum count: Replace Toner is displayed on the LCD when the number of dots or rotations of the developer roller reaches its maximum count.

#### **Colour Correction**

The number of developer roller rotations that are counted may not only be for normal operations such as printing and copying, but also for machine adjustments, such as Colour Calibration and Colour Registration.

#### Colour Calibration (Adjustment of Colour Density)

To obtain stable print quality, the density of each toner cartridge needs to be maintained at a fixed value. If the density balance between the colours cannot be kept, the tint becomes unstable, and accurate colour reproduction becomes unavailable. The toner density can change due to chemical changes to the toner that affect its electrical charge, deterioration of the developer unit, and temperature and humidity levels in the device. When calibration occurs, the density level adjustment test patterns are printed on the belt unit.

Calibration is mainly performed at the following times:

- When you manually select calibration from the operation panel or the printer driver. (Please perform calibration if colour density needs to be improved.)
- When a used toner cartridge is replaced with a new one.
- When the printer senses that the ambient temperature and humidity have changed.
- When a specified number of printed pages is reached.

#### Colour Registration (Correction of Colour Position)

In this device, the drum unit and developer unit are prepared for black (K), yellow (Y), magenta (M), and cyan (C), respectively. Four colour images are combined into one image, and therefore colour registration errors (i.e., how the four colour images align) might occur. When registration errors occur, registration correction test patterns are printed on the belt unit.

Registration is mainly performed at the following times:

- When you manually select registration from the operation panel. (Please perform registration if a colour registration error needs to be corrected.)
- When a specified number of printed pages is reached.

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# **Brother FAX-PRINTER ASCs**

Remark:The list was by the end of April,2014. Information in the list is subject to change without further notice. Please visit <u>www.95105369.com</u> to get the latest information.

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	南京	南京天多办公设 备服务有限公司	南京市珠江路东大影壁1 号院内	025	84723315
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	常州	常州欧迪办公用 品有限公司	常州市武进区常武北路 34号南洋商贸广场1号 楼	0519	86307111
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省	城市	维修站名称	维修站地址	区号	电话
	徐州	徐州市金力新技 术有限公司	徐州市中山南路海云电 脑大厦213-214室	0516	83813900
	徐州	徐州市瑞宝科技 有限公司	徐州市中山南路汉御花 园173号-7-1楼	0516	87320671
	南通	南通雨顺现代办 公设备有限公司	南通市濠东路203号	0513	85108308
	淮安	淮安市淮海办公 设备有限公司	淮安市淮海南路1号财富 广场B02	0517	83998668, 83999668
	昆山	昆山万能达办公 设备有限公司	昆山市市后街同心密友 新村78号	0512	57704911
江苏	连云港	连云港天朝科技 有限公司	连云港市新浦区通灌南 路国安商城1-19号	0518	85517178
1-91	常熟	常熟市金兰通讯 器材有限责任公 司	常熟市招商城小商品市 场4楼1号	0512	52753955
	镇江	镇江泽辰电子有 限公司	镇江市健康路6号五环大 楼一楼西	0511	85893058
	扬州	扬州市恒鼎商贸 有限公司	扬州市文昌中路362号 (琼花观西廊坊)	0514	87361860
	扬州	扬州兴华电子有 限公司	江苏扬州大学南路51号	0514	87868649
	泰州	泰州市海陵区蓝 海狮贸易有限公 司	江苏省泰州市海陵区青 年北路219号金茂大厦 711室	0523	86212300

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上海	上海	上海发思达企业 发展有限公司	上海市闸北区共和新路 1207号7号楼3楼	021	51005128转 804
	上海	上海发思达办公 通信设备有限公 司	上海市虹口区花园路4号	021	56669749
	上海	上海群盛办公设 备有限公司	上海市浦东新区杨高南 路1677弄33号		4008803969
	上海	上海中纺电子系 统有限公司	上海市延安西路1754号	021	52570565
	温州	温州科教数码有 限公司	温州市黎明西路231号 海螺大楼2楼北203-205 室	0577	88861058
	温州	温州市永安数码 有限公司	黎明西路215弄24号常 春公寓B-102室	0577	56588123
	宁波	宁波新中讯数码 产品有限公司	宁波市镇明路516号	0574	87303595
浙江	宁波	宁波海曙蓝海商 贸有限公司	宁波市海曙区药行街31 号灵桥广场15楼1521室		4006574584
	台州	台州市路桥天虹 办公设备商行	台州市路桥区腾达路电 子数码城二楼2646号 (世纪广场西侧)	0576	82531988
	义乌	义乌市剑达通讯 器材有限公司	宾王路文化市场12街8 号(宾王客运中心正对 面)	0579	85553255
	杭州	杭州盛瑞办公用 品有限公司	杭州市教工路123号华 门商务中心502室	0571	56771600

省	城市	维修站名称	维修站地址	区号	电话
浙江	杭州	杭州蓝天电脑服 务有限公司	杭州市文三路402号嘉 麦写字楼1楼(工专路东 方通信西门正对面)	0571	56776573
	杭州	杭州羽腾办公设 备有限公司	杭州黄姑山路23号西溪 软件园1号楼122	0571	56893860
	绍兴	绍兴市越城恒誉 办公设备商店	绍兴市长桥直街110号	0575	85089619
	嘉兴	嘉兴市理想商贸 科技有限公司	嘉兴市越秀北路146号	0573	82117943
	瑞安	瑞安市兄弟办公 通讯设备维修中 心	瑞安市瑞光大道302- 306号	0577	65626699
安徽	安庆	安庆博信网络工 程有限公司	安庆市开发区赛格数码 城A225号	0556	5186117转 202
	合肥	合肥宝龙四凯信 息科技有限公司	合肥市包河区绩溪路宜 购美食广场5楼	0551	63615071
	芜湖	芜湖市先通通讯 器材经营部	芜湖市北京西路7-3-4号	0553	3866100, 3855100
	阜阳	阜阳市诚信电脑 有限公司	阜阳市颍州北路180号 (国贸北150米)	0558	2280008
	滁州	滁州市飞鸿电子 科技有限公司	滁州市紫薇北路1093号 (汽车站西大门)	0550	2155777
	六安	六安宇恒数码科 技有限公司	六安市鼓楼街B区27号	0564	3325602

省	城市	维修站名称	维修站地址	区号	电话
江西	赣州	赣州金怡和商贸 发展有限公司	赣州市健康路67-4号	0797	8272599
	吉安	吉安市吉州区腾 达科技经营部	吉安市吉州区北门街2- 22号	0796	8235587
	九江	九江杰达网络工 程有限公司	九江市滨江路289号滨 江国际D座1501室	0792	8103338
	南昌	南昌鸿邮办公自 动化有限公司	江西省南昌市八一大道 135号8楼(长运商贸城A 座8楼)	0791	86204110
	南昌	江西怡和日上科 技有限公司	南昌市青山湖区洪都中 大道158号鸿雁电子市 场N区2号	0791	88600759
	南昌	南昌盛瑞办公用 品有限公司	南昌市洪都中大道158号 鸿雁电子大市场I区I-03- 3室	0791	82080627 82080622
	上饶	上饶市佳亿通贸 易有限公司	上饶市中山西路86号	0793	8211700
	宜春	袁州区城北伟达 办公设备经营部	宜春市朝阳路1号朝阳电 脑数码城2楼29号	0795	3553168
湖南	常德	常德市鑫南宝电 脑有限公司	常德市武陵区城北办事 处北正街社区育才路49 号	0736	2595522
	长沙	长沙市芙蓉区正 鑫道电子设备商 行	长沙市车站中路159号 凯通公馆6楼604	0731	84130061
	长沙	长沙德恩善电子 科技有限公司	长沙市芙蓉区解放东路 89号1号门面	0731	84226791
	长沙	湖南金悦科技发 展有限公司	湖南长沙解放东路10号	0731	84131467
	岳阳	岳阳天娇数码科 技有限公司	岳阳市巴陵中路天正电 脑城二楼216号	0730	3229848

省	城市	维修站名称	维修站地址	区号	电话
四川	成都	成都欣光电科技 有限责任公司	成都市武侯区致民路34 号2-002号	028	85502261 65813101
	成都	成都新浦科技有 限责任公司	成都市一环路南一段20 号普利大厦B座803室	028	86310343
重庆	重庆	重庆华锐办公通 讯设备有限公司	重庆市渝中区大同路45 号大同方城市公寓13楼 17室	023	63805703
	重庆	重庆西物办公设 备有限责任公司	重庆市九龙坡区科园三 路106号3-2号	023	86123993
	重庆	重庆艺涵科技有 限责任公司	重庆市石桥铺一城精英 国际9-2	023	89128896
	贵阳	贵州华峰志远商 贸有限公司	贵阳市瑞金电子商城2楼 商场服务区	0851	6551690
贵州	贵阳	贵阳新地科技有 限公司	贵阳市都司路128号乡 企城千千代公寓12-5号	0851	5807472
	贵阳	贵州天宇办公设 备有限公司	贵阳市富水中路11号恒 生大厦20楼	0851	8663970
云南	昆明	昆明春秋数码科 技有限公司	昆明市教益路66号戎锦 花园9幢105室	0871	65198286
	福州	福州正威数码科 技有限公司	福州市东大路150号恒 裕大厦西侧二楼	0591	87326462
	南平	南平市省图办公 设备有限公司	南平市八一路274号	0599	8834038
福建	泉州	泉州市新境界数 码科技有限公司	泉州市鲤城区九一路 108号	0595	22176716
	厦门	厦门市汉韦电子 有限公司	厦门市湖里区仙岳路龙 门天下680号之11	0592	5500712
	漳州	漳州市瑞宝办公 设备有限公司	漳州市芗城区南昌路电 子城B2栋25号	0596	2097110
	龙岩	龙岩市拓普晟电 子有限公司	龙岩市新罗区交易城数 码广场C-16号	0597	2234520

省	城市	维修站名称	维修站地址	区号	电话
	广州	广州市天循办公 设备有限公司	广州市天河区体育东横 街南雅苑66号101室	020	87581765
	广州	广州市安桦办公 设备有限公司	广州市天河区石牌东陶 育路1号之五(国防大厦 东、君紫花园内)	020	38899279
	深圳	深圳市永安创新 办公设备有限公 司	深圳市福田区振兴路上 步工业区505栋3层312 室	0755	83253790
	东莞	东莞市捷诚收款 机有限公司	东莞市东城区南城路一 街一号	0769	22215855
	珠海	珠海市香洲信兴 办公设备商场	珠海市香洲区湾仔沙瀚 高商业广场138号	0756	2132275
广东	广州	广州置安数码科 技有限公司	广州市天河区天河路 490号壬丰大厦1905室	020	38886959
	汕头	汕头市铭虹办公 设备有限公司	汕头市澄海区外环西路 (西门村)老消防斜对面	0754	85717295
	深圳	深圳市恒威佳讯 数码科技有限公 司	深圳市福田区华强北鹏 基上步工业区405栋401 室	0755	83649323
	惠州	惠州市华威达办 公设备有限公司	惠州市黄塘惠州电脑城 新区CA08	0752	2120051
	江门	江门市华信兴智 能科技发展有限 公司	江门市东华一路新华电 脑城A208铺	0750	8221222
	中山	中山市西区天循 办公设备经营部	中山市西区富华道6号西 苑电脑城1107号	0760	86116328

省	城市	维修站名称	维修站地址	区号	电话
广西	南宁	南宁市迪翔科技 有限公司	南宁市星湖路17-3号龙 华大厦西楼3楼318号	0771	5876145
	南宁	南宁市安华办公 设备有限公司	南宁市星湖路南二里3号 星湖综合楼一楼	0771	5357290
	柳州	柳州新然科技有 限公司	柳州市三中路123号	0772	3817355
	玉林	广西玉林耀熔办 公设备销售有限 公司	玉林市电脑电器专业市 场一楼B区6号	0775	2895575
海南	海口	海口美兰天舜办 公设备经营部	海口市海秀路DC商业城 新区二楼212档	0898	66757428

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