Definitions of Notes

We use the following symbol throughout this User's Guide:

Tips icons indicate helpful hints and supplementary information.

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1 Introduction

Brother’s Secure Print+ solution improves print security and protects confidential documents. When a secure print job is sent to a Brother machine, it will not be printed until the authorized user releases it using an NFC ID card.

Functions and Features

- Works as a standalone solution (no servers or additional software required)
- Allows users to select and print specific documents if there is more than one print job in the print queue
- Provides automatic, ruled-based deletion of stored print jobs
- Supports built-in and external USB card readers with popular RFID/NFC tags (for a comprehensive list of supported card types, contact your local Brother office)
- Allows configuration of multiple machines using either the Brother Mass Deployment Tool or BRAdmin Professional 4 and JSON files

To activate this solution, you need a valid license code and software that can send license codes to target machines. For more information, contact your local Brother office.
2 Configuration

2.1 Requirements

- The Secure Print+ software solution must be activated on the target machine.
- The Brother machine must be connected to a network and accessible from a web browser.
- The users must have a Brother native printer driver installed on their computers.

2.2 Enable Print Data Storage

1. Start your web browser.

2. Type "http://machine's IP address" in your browser's address bar (where "machine's IP address" is the IP address of the machine or the print server name). For example: http://192.168.1.2.

3. If the machine prompts you for a password, type it, and then click .

4. Click the Administrator tab.

5. Click User Restriction Function (or Restriction Management) in the left navigation bar.

6. Select the Secure Function Lock radio button, and then click Submit.

7. Click Secure Function Lock in the left navigation bar.
8. Ensure the **Storage PC Print Data** option is enabled, and then click **Submit**.

![](SecureFunctionLock.png)

### 2.3 Register a User

1. Type "http://machine's IP address" in your browser's address bar (where "machine's IP address" is the IP address of the machine or the print server name). For example: http://192.168.1.2.

2. If the machine prompts you for a password, type it, and then click [ ].

3. Click the **Administrator** tab.

4. Click one of the **Restricted Functions** options in the left navigation bar. If you are configuring Secure Print+ for the first time, click the first **Restricted Functions / User Restriction Function** option in the list.

![](RestrictedFunctions.png)

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3
5. Type the name of the user profile you want to configure in the **User List / Restricted Function** column. This is the User ID.

   We recommend using the user’s Windows login as the user name.

6. Click **Submit**.

7. Click one of the **User List** options in the left navigation bar. If you are configuring Secure Print+ for the first time, click the first **User List** option in the list.

8. Type the new user’s name in the first free cell in the **User List** column.

9. Select the same name from the drop-down list in the **User List / Restricted Functions** column.

   Be careful when typing names and IDs. The user cannot be recognized if the user’s name is misspelled during registration.

10. Type the user’s PIN in the **PIN Number** column. This PIN is required when you register the user’s ID card on the machine.
2.4 Register an ID Card

1. Press the [Public] profile.

2. Press [Change User].

3. Press the user name you just registered in Web Based Management.

4. Enter the PIN you set for the user, and then press [OK].
5. Press the user name.

6. Press [Register Card].

7. Touch the ID card to the NFC symbol (AMILY) on the machine’s control panel. The machine registers the ID number of the new NFC card.

8. Press [OK].
2.5 Verify User ID and ID Card

1. Confirm that the ID card has been assigned correctly using Web Based Management. Type "http://machine's IP address" in your browser's address bar (where "machine's IP address" is the IP address of the machine or the print server name). For example: http://192.168.1.2.

2. If the machine prompts you for a password, type it, and then click.

3. Click the Administrator tab.

4. Click Secure Function Lock in the left navigation bar.

5. Click the User List that contains the user's information.

6. Verify that the ID card is registered with the correct user and that the following are correct:
   - User's ID in the User List
   - PIN Number
   - Card ID (NFC ID)
   - User List / Restricted Function properties

7. Before giving the ID card to the user, test its function on the Brother machine to make sure it is working correctly.

2.6 Test the New ID Card

1. Send a secure print job to the machine you configured.

2. Touch the ID card to the NFC symbol ( ) on the machine's control panel to release the print job.
   
a. If the job prints
   Give the ID card to the user. Select the print retrieval method and optimize print job storage (see Optional Settings).

   b. If the job does not print
   Confirm the following:
      - User settings are configured in the machine's Web Based Management screen.
      - The User Name is correct in the machine's Web Based Management screen.
      - The ID card is registered on the machine.
2.7 Optional Settings

- Enable the Job List
- Purge Uncollected Jobs

2.7.1 Enable the Job List

Enable the print job list so users are required to select their secure print jobs instead of allowing the machine to release them automatically.

Access the print job list from the machine's control panel by pressing Secure Print on either the Home Screen or the Function screen.

1. Start your web browser.
2. Type "http://machine's IP address" in your browser's address bar (where "machine's IP address" is the IP address of the machine or the print server name). For example: http://192.168.1.2.
3. If the machine prompts you for a password, type it, and then click .
4. Click the Administrator tab.
5. Click User Restriction Function.
6. Turn the **Show Select Job** function on.

![Secure Function Lock settings](image)

7. Click **Submit**.

### 2.7.2 Purge Uncollected Jobs

We recommend optimizing Secure Print+ to avoid running out of memory on your Brother machine. If the machine’s memory is full, the machine stops printing and does not accept any new secure print jobs. Configure your machine to purge any uncollected print jobs from its memory.

1. Start your web browser.

2. Type "http://machine's IP address" in your browser's address bar (where "machine's IP address" is the IP address of the machine or the print server name). For example: http://192.168.1.2.

3. If the machine prompts you for a password, type it, and then click →

4. Click the **Administrator** tab.
5. Click **Stored Print Jobs** in the left navigation bar and configure the **Stored Print Jobs** settings.

<table>
<thead>
<tr>
<th>Setting</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto Delete</td>
<td>Specify the time when stored print jobs will be deleted from the machine.</td>
</tr>
<tr>
<td>Priority</td>
<td>Specify the priority for deleting jobs:</td>
</tr>
<tr>
<td></td>
<td>• <strong>Last in First Out</strong></td>
</tr>
<tr>
<td></td>
<td>If a new print job is received, the last uncollected print job will be deleted.</td>
</tr>
<tr>
<td></td>
<td>• <strong>First in First Out</strong></td>
</tr>
<tr>
<td></td>
<td>If a new print job is received, the first uncollected print job will be deleted.</td>
</tr>
</tbody>
</table>

6. Click **Submit**.

If the number or size of unreleased documents exceeds the machine’s memory, the machine stops printing and does not accept any new jobs. To avoid this, configure the Auto Delete feature in Web Based Management to periodically purge any uncollected print jobs from the machine’s memory.
3 Usage

- If the Job List is disabled
- If the Job List is enabled

3.1 If the Job List is disabled

1. Send a secure print job to your Brother machine.
2. Touch your ID card to the NFC symbol ( ) on the machine’s control panel.
3. Your print job is released and then your user name appears in the top left corner.

3.2 If the Job List is enabled

- If the print job is sent before you log into the machine
- If you are already logged into the machine and then send a print job

3.2.1 If the print job is sent before you log into the machine

1. Send a secure print job to your Brother machine.
2. Touch your ID card to the NFC symbol ( ) on the machine’s control panel.
3. Select the print job you want, and then press Print.
3.2.2 If you are already logged into the machine and then send a print job

1. Send a secure print job to your Brother machine.

2. Depending on the machine’s screen type, access the Secure Print Job List by doing one of the following:
   - Press the **Secure Print** icon on the **Home Screen**.
   - Press the **Functions** icon on the **Home Screen**, and then press the **Secure Print** icon.

3. Select the print job you want, and then press **Print**.

   ![Select Job Table]

   - Print jobs are stored in the machine’s memory only until the job is released. Secure print jobs cannot be collected from other machines.
   - If an unauthorized user tries to print a secure job, an error notification appears.
   - If you restart the machine, all secure print jobs are automatically deleted and must be sent again.
   - Use the Counter Auto Reset function to periodically reset the machine’s print job counter:
     a. Go to **Administrator > Secure Function Lock** and select **Counter Auto Reset**.
     b. Set the frequency of the page counter reset (daily, weekly, or monthly).
     c. Specify the time when the page counter will be reset, and then click **Submit**.

     The Counter Auto Reset function applies to all registered users.
## 4 Troubleshooting

<table>
<thead>
<tr>
<th>Error</th>
<th>Solution</th>
</tr>
</thead>
<tbody>
<tr>
<td>No Data Stored</td>
<td>No job is stored in the machine’s memory. Send a print job to the machine.</td>
</tr>
<tr>
<td>Out of Memory error</td>
<td>Clear the error by pressing [X], and then turn the machine off and on again. Secure Print+ uses between 20% and 30% the Brother machine’s memory. If the number or size of unreleased documents exceeds the machine’s memory, the machine stops printing and does not accept any new jobs.</td>
</tr>
</tbody>
</table>