Quick Setup Guide Start Here



Please read Safety and Legal Booklet first before you set up your machine. Then, please read this Quick Setup Guide for the correct setup and installation.

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

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

Unpack the machine and check the components



A WARNING

- Plastic bags are used in the packaging of your machine. Plastic bags are not toys. To avoid danger of suffocation, please keep these bags away from babies and children and dispose of them correctly.
- This machine is heavy and weighs approximately 28.5 kg. To prevent possible injuries at least two people should lift the machine. Be careful not to pinch your fingers when you put the machine down.
- If you use a Lower Tray, carry it separately from your machine.



🖉 Note

• Keep a minimum gap around the machine as shown in the illustration.



- The components included in the box may differ depending on your country.
- · We recommend that you save the original packaging.
- If for any reason you must ship your machine, carefully repack the machine in the original packaging to avoid any damage during transit. The machine should be adequately insured with the carrier. For how to repack the machine, see *Packing and shipping the machine* in the *Advanced User's Guide*.
- The interface cable is not a standard accessory. Buy the appropriate interface cable for the interface you want to use (USB or Network).

USB cable

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

Network cable

Use a straight-through Category5 (or greater) twisted-pair cable for 10BASE-T or 100BASE-TX Fast Ethernet Network.



IMPORTANT

DO NOT connect the AC power cord yet.

- **a** Remove the packing tape from the outside of the machine.
- Open the MP tray ●, and remove the plastic sheet ② from the MP tray support, then close the MP tray.



C Press the front cover release button and open the front cover. Remove the silica gel pack ①.



A CAUTION

DO NOT eat the Silica Pack. Discard immediately.

d Hold the green handle of the drum unit **1** and pull it out until it stops.



Gently pull the orange packing material towards the front of the machine to remove it.

е



Remove the packing tape and the 4 orange packing pieces.



- **9** Push the drum unit firmly back into the machine.
- **h** Close the front cover of the machine.



Pull the paper tray completely out of the machine.



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



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



d

Put paper in the tray and make sure:

 The paper is below the maximum paper mark (VVV) ①.

Over filling the paper tray will cause paper jams.

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



• Put the paper tray firmly back in the machine. Make sure that it is completely inserted into the machine.



For more information about recommended paper, see *Recommended paper and print media* in the *Basic User's Guide*.



Connect the power cord

IMPORTANT

DO NOT connect the interface cable yet.



- Connect the AC power cord to the machine, and then plug it into an electrical socket.
- Remove the label covering the machine's power switch, and then switch the machine on.





Choose your language

After turning the power switch on, the LCD shows:



Press \blacktriangle or \triangledown to display your language and press your language.

b Th

The LCD prompts you to confirm your selection.

If the LCD shows the correct language, press $\ensuremath{\mathtt{Yes}}$.

__OR__

Press ${\tt No}$ to go back to step ${\bm a}$ to choose the language again.

🖉 Note

If you have set the wrong language, you can change the language from the MENU button on the Touchscreen. (MENU, Initial Setup, Local Language)



Set the LCD brightness (if needed)

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

a Press MENU.



C Press ▲ or V to display LCD Settings.
Press LCD Settings.

- **C Press** Backlight.
- **e Press** Light, Med **or** Dark.
 - Press Stop/Exit.

f



Set the date and time

- Press MENU.
- Press ▲ or ▼ to display Initial Setup.
 Press Initial Setup.
- **C Press** Date&Time.
- **O** Press Date&Time again.
- Enter the last two digits of the year using the buttons on the Touchscreen, and then press OK.



(e.g. Enter 1, 1 for 2011.)

Enter the two digits for the month using the buttons on the Touchscreen, and then press OK.

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

9 Enter the two digits for the day using the buttons on the Touchscreen, and then press OK.

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

Enter the time in 24-hour format using the buttons on the Touchscreen, and then press OK.

(e.g. Enter 1, 5, 2, 5 for 3:25 P.M.)

Press Stop/Exit.



Automatic Daylight Savings Time

You can set the machine to change automatically for daylight savings time. It will reset itself forward one hour in the Spring and backward one hour in the Autumn.

a Press MENU.
b Press ▲ or ▼ to display Initial Setup.
b Press Initial Setup.
c Press Date&Time.
d Press Auto Daylight.
e Press On (or Off).
f Press Stop/Exit.



Set the Time Zone

You can set the time zone (not summer time but standard time) on the machine for your location. For example, the time zone for Eastern Time in the USA and Canada is UTC-05:00.

- **2** Press MENU.
- Press ▲ or ▼ to display Initial Setup.
 Press Initial Setup.
- **C Press** Date&Time.
- **C** Press Time Zone.
- Press + or to set your time zone.
 Press OK.
- f Press Stop/Exit.



Choose your connection type

These installation instructions are for Windows[®] 2000 Professional, Windows[®] XP Home/Windows[®] XP Professional, Windows[®] XP Professional x64 Edition, Windows Vista[®], Windows[®] 7, and Mac OS X (versions 10.4.11, 10.5.x and 10.6.x).

🖉 Note

For Windows Server[®] 2003/2003 x64 Edition/2008/2008 R2, visit your model page at <u>http://solutions.brother.com/</u>.





For USB Interface Users

Windows[®], go to page 8 Macintosh, go to page 10



물

For Wired Network

Windows[®], go to page 12 Macintosh, go to page 15

🖉 Note

You can download the latest drivers and utilities for your machine from the Brother Solutions Center at http://solutions.brother.com/.

Windows[®] Macintosh Windows[®] Macintosh USB Wired Network

For USB Interface Users (Windows[®] 2000 Professional/XP/XP Professional x64 Edition/ Windows Vista[®]/Windows[®] 7)



Before you install

USB

A Make sure that your computer is ON and you are logged on with Administrator rights.

IMPORTANT

- If there are any programs running, close them.
- The screens may differ depending on your operating system.

🖉 Note

The installation CD-ROM includes ScanSoft[™] PaperPort[™] 12SE. This software supports Windows[®] XP (SP3 or greater), XP Professional x64 Edition (SP2 or greater), Windows Vista[®] (SP2 or greater) and Windows[®] 7. Update to the latest Windows[®] Service Pack before installing MFL-Pro Suite. For Windows[®] 2000 (SP4 or greater) users, when the ScanSoft[™] PaperPort[™] 11SE download screen appears during the installation of MFL-Pro Suite, follow the on-screen instructions.

Turn off the machine and make sure the USB interface cable is NOT connected to the machine. If you have already connected the cable, disconnect it.





Install MFL-Pro Suite

Put the installation CD-ROM into your CD-ROM drive. If the model name screen appears, choose your machine. If the language screen appears, choose your language.

🖉 Note

If the Brother screen does not appear automatically, go to **My Computer (Computer)**, double-click the CD-ROM icon, and then double-click **start.exe**.

b

Click Initial Installation and then Install MFL-Pro Suite.



Click Yes if you accept the license agreements.

🖉 Note

С

- If the installation does not continue automatically, open the top menu again by ejecting and then reinserting the CD-ROM or double-click the start.exe program from the root folder, and continue from step b to install MFL-Pro Suite.
- For Windows Vista[®] and Windows[®] 7 users, when the **User Account Control** screen appears, click **Allow** or **Yes**.
- If you want to install the PS driver (BR-Script3 printer driver), choose **Custom Install** and then follow the on-screen instructions.
- **C** Follow the on-screen instructions until this screen appears.





Windows®

Connect the USB cable to the USB connector marked with the 😪 symbol on your machine and then connect the cable to your computer.



f Turn the machine on, and follow the on-screen instructions to complete setup.

IMPORTANT

DO NOT cancel any of the screens during the installation. It may take a few seconds for all screens to appear.

🖉 Note

If an error message appears during the software installation, run the **Installation Diagnostics** located in **start/All Programs/Brother/ DCP-XXXX** (where DCP-XXXX is your model name).



The installation is now complete.

🖉 Note

- Depending on your security settings, a Windows Security or antivirus software window may appear when using the machine or its software. Please allow or permit the window to continue.
- XML Paper Specification Printer Driver The XML Paper Specification Printer Driver is the most suitable driver for Windows Vista[®] and Windows[®] 7 when printing from the applications that use the XML Paper Specification documents. Please download the latest driver by accessing the Brother Solutions Center at <u>http://solutions.brother.com/</u>.



For USB Interface Users (Mac OS X 10.4.11 - 10.6.x)



Before you install

Make sure your machine is connected to the power and your Macintosh is ON. You must be logged on with Administrator rights.

IMPORTANT

For Mac OS X 10.4.10 users, upgrade to Mac OS X 10.4.11 - 10.6.x. (For the latest drivers and information on the Mac OS X you are using, visit <u>http://solutions.brother.com/</u>.)

🖉 Note

If you want to setup the PS driver (BR-Script3 printer driver), please go to the Brother Solutions Center at <u>http://solutions.brother.com/</u> and click Downloads on your model page and visit FAQ's for setup instructions.

Connect the USB cable to the USB connector marked with the 😪 symbol on your machine and then connect the cable to your Macintosh.





12 Ins

Install MFL-Pro Suite

Put the installation CD-ROM into your CD-ROM drive.



a

Double-click the **Start Here OSX** icon. Follow the on-screen instructions.



🖉 Note

It may take a few minutes for installation to complete.

C Follow the on-screen instructions until this screen appears. Choose your machine from the list, and then click **OK**.

| noose the machine you w nte: If you want to add your m | achine manually, click the "Custo | m" button. |
|---|-----------------------------------|------------|
| Deutes Name | Connection | ID Address |
| XXX-XXXXX | USB | |
| | | |
| | | |
| | | |



When this screen appears, click Next.





The installation of MFL-Pro Suite is now complete. Go to step **13** on page 11.



Macintosh

Download and install Presto! PageManager

When Presto! PageManager is installed OCR capability is added to Brother ControlCenter2. You can easily scan, share and organize photos and documents using Presto! PageManager.

a

On the **Brother Support** screen, click **Presto! PageManager** and follow the on-screen instructions.





The installation is now complete.

For Wired Network Interface Users (Windows[®] 2000 Professional/XP/XP Professional x64 Edition/ Windows Vista[®]/Windows[®] 7)



Before you install

A Make sure that your computer is ON and you are logged on with Administrator rights.

IMPORTANT

- If there are any programs running, close them.
- The screens may differ depending on your operating system.

🖉 Note

b

- The installation CD-ROM includes ScanSoft[™] PaperPort[™] 12SE. This software supports Windows[®] XP (SP3 or greater), XP Professional x64 Edition (SP2 or greater), Windows Vista[®] (SP2 or greater) and Windows[®] 7. Update to the latest Windows[®] Service Pack before installing MFL-Pro Suite. For Windows[®] 2000 (SP4 or greater) users, when the ScanSoft[™] PaperPort[™] 11SE download screen appears during the installation of MFL-Pro Suite, follow the on-screen instructions.
- Disable all personal firewall software (other than Windows[®] Firewall), anti-spyware or antivirus applications for the duration of the installation.
- Remove the protective cap from the LAN connector marked with a 🞛 symbol.



C Connect the network interface cable to the LAN connector and then connect it to a free port on your hub.



Make sure your machine's power switch is on.

Install MFL-Pro Suite

Put the installation CD-ROM into your CD-ROM drive. If the model name screen appears, choose your machine. If the language screen appears, choose your language.

🖉 Note

If the Brother screen does not appear automatically, go to **My Computer (Computer)**, double-click the CD-ROM icon, and then double-click **start.exe**.

- b
- Click Initial Installation and then Install MFL-Pro Suite.



Click **Yes** if you accept the license agreements.



Wired Network

Windows[®]

🖉 Note

- If the installation does not continue automatically, open the top menu again by ejecting and then reinserting the CD-ROM or double-click the start.exe program from the root folder, and continue from step b to install MFL-Pro Suite.
- For Windows Vista[®] and Windows[®] 7 users, when the User Account Control screen appears, click Allow or Yes.
- If you want to install the PS driver (BR-Script3 printer driver), choose **Custom Install** and then follow the on-screen instructions.
- When the Firewall/AntiVirus detected screen appears, choose Change the Firewall port settings to enable network connection and continue with the installation.
 (Recommended) and click Next.
 (Not for Windows[®] 2000 users)



If you are not using the Windows[®] Firewall, see the user's guide for your software for information on how to add the following network ports.

- For network scanning, add UDP port 54925.
- If you still have trouble with your network connection, add UDP port 137.
- Follow the on-screen instructions to complete setup.

IMPORTANT

DO NOT cancel any of the screens during the installation. It may take a few seconds for all screens to appear.

🖉 Note

- If your machine is not found over the network, confirm your settings by following the on-screen instructions.
- You can find your machine's IP address and the node name by printing out the Network Configuration List. See *Print the Network Configuration List* on page 17.
- For Windows Vista[®] and Windows[®] 7 users, when the **Windows Security** screen appears, select the check box and click **Install** to complete the installation correctly.
- If an error message appears during the software installation, run the Installation Diagnostics located in start/All Programs/Brother/DCP-XXXX LAN (where DCP-XXXX is your model name).

Install MFL-Pro Suite on additional computers (if needed)

If you want to use your machine with multiple computers on the network, install MFL-Pro Suite on each computer. Go to step **12** on page 12.

🖉 Note

Network license (Windows®)

This product includes a PC license for up to 5 users. This license supports the installation of the MFL-Pro Suite including ScanSoft[™] PaperPort[™] 12SE or ScanSoft[™] PaperPort[™] 11SE on up to 5 PCs on the network. If you want to use more than 5 PCs with ScanSoft[™] PaperPort[™] 12SE or ScanSoft[™] PaperPort[™] 11SE installed, please purchase the Brother NL-5 pack which is a multiple PC license agreement pack for up to 5 additional users. To purchase the NL-5 pack, contact your authorized Brother dealer or contact Brother customer service.

Finish

The installation is now complete.

Wired Network



Wired Network

🖉 Note

- If you use a specified IP Address for the machine, you must set the Boot Method to Static by using the control panel. For more information, see *Network menu* in the *Network User's Guide*.
- Depending on your security settings, a Windows Security or antivirus software window may appear when using the machine or its software. Please allow or permit the window to continue.
- XML Paper Specification Printer Driver The XML Paper Specification Printer Driver is the most suitable driver for Windows Vista[®] and Windows[®] 7 when printing from the applications that use the XML Paper Specification documents. Please download the latest driver by accessing the Brother Solutions Center at <u>http://solutions.brother.com/</u>.

For Wired Network Interface Users (Mac OS X 10.4.11 - 10.6.x)



Before you install

A Make sure your machine is connected to the power and your Macintosh is ON. You must be logged on with Administrator rights.

IMPORTANT

For Mac OS X 10.4.10 users, upgrade to Mac OS X 10.4.11 - 10.6.x. (For the latest drivers and information on the Mac OS X you are using, visit <u>http://solutions.brother.com/</u>.)

🖉 Note

d

If you want to setup the PS driver (BR-Script3 printer driver), please go to the Brother Solutions Center at <u>http://solutions.brother.com/</u> and click Downloads on your model page and visit FAQ's for setup instructions.

Remove the protective cap from the LAN connector marked with a 🖶 symbol.



C Connect the network interface cable to the LAN connector and then connect it to a free port on your hub.





Install MFL-Pro Suite

- Put the installation CD-ROM into your CD-ROM drive.
- **b** Double-click the **Start Here OSX** icon. Follow the on-screen instructions.



🦉 Note

It may take a few minutes for installation to complete.

C Follow the on-screen instructions until this screen appears. Choose your machine from the list, and then click **OK**.



🖉 Note

If your machine is not found over the network, confirm your network settings. See *Before you install* on page 15.



Wired Network

Macintosh





Download and install Presto! PageManager

When Presto! PageManager is installed OCR capability is added to Brother ControlCenter2. You can easily scan, share and organize photos and documents using Presto! PageManager.

a

On the **Brother Support** screen, click **Presto! PageManager** and follow the on-screen instructions.



Install MFL-Pro Suite on additional computers (if needed)

If you want to use your machine with multiple computers on the network, install MFL-Pro Suite on each computer. Go to step **12** on page 15.



The installation is now complete.

🖉 Note

If you use a specified IP Address for the machine, you must set the Boot Method to Static by using the control panel. For more information, see *Network menu* in the *Network User's Guide*.

Web Based Management (web browser)

The Brother print server is equipped with a web server that allows you to monitor its status or change some of its configuration settings, using HTTP (Hyper Text Transfer Protocol).

🖉 Note

- The default User Name is '**admin**' and the default password is '**access**'. You can use a web browser to change this password.
- We recommend Microsoft[®] Internet Explorer[®] 6.0 (or greater) or Firefox 3.0 (or greater) for Windows[®] and Safari 3.0 (or greater) for Macintosh. Please also make sure that JavaScript and cookies are always enabled in whichever browser you use. To use a web browser, you will need to know the IP address of the print server. The IP address of the print server is listed on the Network Configuration List.
- Open your browser.
- Type "http://machine's IP address/" into your browser's address bar (where "machine's IP address" is the IP address of the printer or the print server name).
 - For example: http://192.168.1.2/



See Web Based Management in the Network User's Guide.

Print the Network Configuration List

You can print the Network Configuration List to confirm the current network settings.

- **a** Turn on the machine and wait until the machine is in the Ready state.
- Press MENU.
- C Press ▲ or V to display Print Reports.
 Press Print Reports.
- **O Press** Network Config.
- Press Mono Start or Colour Start.

The machine will print the current network settings.

Restore the network settings to factory default

To restore all network settings of the internal Print/Scan server to factory default, please follow the steps below.

- A Make sure the machine is not operating, then disconnect all the cables from the machine (except the power cord).
- Press MENU.
- C Press ▲ or ▼ to display Network.
 Press Network.
- **O** Press Network Reset.
- Press Yes.

f

Press Yes for 2 seconds.

The machine will restart, re-connect cables once this is complete.

Other Information

Colour Correction (if needed)

Colour Calibration

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

🖉 Note

- If you print using the Direct Print feature or the BR-Script printer driver, you need to perform the calibration from the control panel. See Using the control panel on page 18.
- If you print using the Windows[®] printer driver, the driver will get the calibration data automatically if both **Use Calibration Data** and **Get Device Data Automatically** are on. See *Advanced tab* in the *Software User's Guide*.
- If you print using the Macintosh printer driver, you need to perform the calibration using Status Monitor. After turning Status Monitor on, choose Color Calibration from Control menu. See Status Monitor in the Software User's Guide.

Using the control panel

- **Press** MENU.
- Press ▲ or ▼ to display Printer.
 Press Printer.
- C Press ▲ or ▼ to display Calibration.
 Press Calibration.
- **O Press** Calibrate.
- e Press Yes.
- f Press Stop/Exit.

You can reset the calibration parameters back to those set at the factory.

- **a** Press MENU.
- Press ▲ or ▼ to display Printer.
 Press Printer.
- C Press ▲ or ▼ to display Calibration.
 Press Calibration.
- **O** Press Reset.
- e Press Yes.
- f Press Stop/Exit.

Colour Registration

Auto Registration

You can adjust the print position of each colour automatically.

- **a** Press MENU.
- Press ▲ or ▼ to display Printer.
 Press Printer.
- C Press ▲ or ▼ to display Auto Regist..
 Press Auto Regist..
- **d** Press Yes.
- Press Stop/Exit.
 - To adjust the print position of each colour manually, see *Manual Registration* in the *Basic User's Guide*.

Brother CreativeCenter

Get inspired. If you're using Windows[®], double-click the Brother CreativeCenter icon on your desktop to access our FREE web site with many ideas and resources for personal and professional use.



Mac users can access Brother CreativeCenter at this web address:

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

Options and Consumables

Options

The machine has the following optional accessories. You can expand the capabilities of the machine by adding these items. For more information about the optional Lower Tray Unit and compatible SO-DIMM Memory, visit us at <u>http://solutions.brother.com/</u>.



For installing the SO-DIMM Memory, see Installing extra memory in the Advanced User's Guide.

| Lower Tray Unit | SO-DIMM Memory |
|--|--|
| LT-300CL | You can increase the memory by installing one |
| The lower paper tray unit can hold up to 500 sheets of paper. When the tray is installed, the machine expands total input capacity up to 800 sheets. | SO-DIMM (Small Outline Dual In-line Memory Module). |

Consumables

When the time comes to replace consumable items, an error will be indicated by the LCD on the control panel. For more information about the consumables for your machine, visit us at <u>http://solutions.brother.com/</u> or contact your local Brother reseller.

| Toner cartridges | Drum unit |
|---|-----------------|
| Standard Toner: TN-320 (C/M/Y/BK) High Capacity Toner: TN-325 (C/M/Y/BK) Super High Capacity Toner: TN-328 (C/M/Y/BK) | DR-320CL |
| | |
| Belt Unit | Waste Toner Box |
| BU-300CL | WT-300CL |
| | |

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