

MFC-9870

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brother

Pan European Approvals Information

This product has been granted a Pan-European Approval via KCS in the Netherlands. It is designed to interwork with the basic network functions for facsimile and telephony in most European countries. However, since there are still network differences between countries, other features such as caller ID, will only work in the specific country for which this product was produced. If you experience any difficulties when connecting this product, please contact your nearest Brother Office or supplier, as detailed in the warranty documentation for this product.

Congratulations on purchasing your Brother Fax machine.

Please set up your machine as follows — refer to the Owner's Manual for further information.

<Installation - Chapter 2>

1. Check the Packing List
2. Install the Drum Unit
3. Install the Phone Line and Power Cord
4. Loading Paper
5. Connect External Telephone (Only if you are sharing one line for both telephone and fax)

<Initial Setup - Chapter 4>

6. Set Date and Time
7. Set Station ID

<Setup Receive - Chapter 6>

8. Select an Answer mode

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CHAPTER ONE
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Introduction

Using This Manual

Thank you for purchasing a Brother multifunction center (MFC).

This MFC has been designed to be simple to use, with LCD screen prompts to guide you through functions. However, you can use your MFC to its fullest potential by taking a few minutes to read this manual.



Additionally, your MFC has a Help Key for assistance. Press **Help** to print a list of basic operational steps and functions.

Finding Information

All chapter headings and subheadings are listed in the Table of Contents. You will also be able to find information about a specific feature or function by checking the Index at the back of this manual. Also, throughout this manual, you will see special symbols alerting you to important information, cross-references, and warnings. Illustrations of some screen displays also help you choose the correct key-presses.

Symbols Used In This Manual



Note or additional information.



The MFC may be damaged or may not work correctly if this is not observed.



Warning. Damage can result if this is not observed.

About Fax Machines

If you are a first-time fax machine user, fax operation might seem a little mysterious. You will soon get used to the unusual fax tones on your phone line, and be able to send and receive faxes easily.

Fax Tones and Handshake

When someone is sending a fax, the MFC sends fax calling tones, (CNG tones)—soft, intermittent beeps at 4-second intervals. You will hear them when you dial and press **Start**, and they continue for about 40 seconds after dialling. During that time, the sending machine must begin the “handshake” with the receiving machine. Each time you use automatic procedures to send a fax, you are sending CNG tones over the phone line. You will soon learn to listen for these soft beeps each time you answer a phone on your MFC line, so you can know if you are about to receive a fax message.

The receiving fax responds with fax receiving tones—loud, chirping sounds. A receiving fax chirps for about 40 seconds over the phone line, and the screen displays **RECEIVING**. If your MFC is set to the Fax mode, it will answer every call automatically with fax receiving tones. Even if the other party hangs up, your MFC continues to send the “chirps” for about 40 seconds, and the screen continues to display **RECEIVING**. To cancel the receiving mode, press **Stop**.

The fax “handshake” is the time in which the sending machine’s CNG tones and the receiving machines “chirps” overlap. This must be for at least 2 to 4 seconds, so the fax machines can understand how each is sending and receiving the fax. The handshake cannot begin until the call is answered, and the CNG tones only last for about 40 seconds after the number is dialled. Therefore, it is important for the receiving machine to answer the call in as few rings as possible.



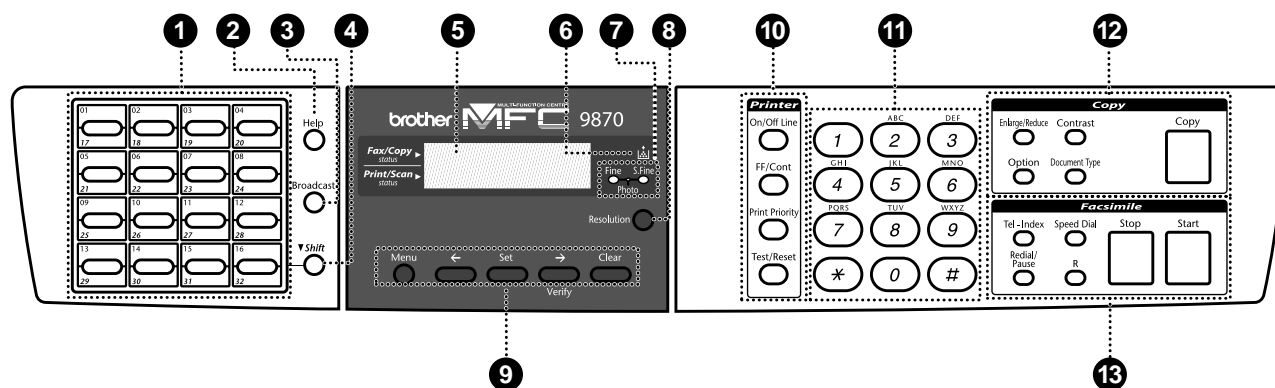
When you have an external telephone answering device (TAD) on your MFC line, your TAD will determine the number of rings before the call is answered. Pay special attention to the directions in the Installation chapter for connecting a TAD (or answering machine) to your MFC.

ECM (Error Correction Mode)

The Error Correction Mode (ECM) is a way for the MFC to check the integrity of a fax transmission while it is in progress. ECM transmissions are possible only between machines that both have the ECM feature. If they do, you may send and receive fax messages that are continuously checked for their integrity. Because of this you should send and receive error free documents, thus avoiding the need to resend.

Sufficient memory must be available in your MFC for this feature to work.

MFC-9870 Control Panel Overview



1 One Touch Keys

These 16 keys give you instant access to previously stored phone numbers.

2 Help

Press this key whenever you want a quick reference Help List printed. The Help List shows how to perform functions, how to register information, and how to get basic information.

3 Broadcast

Use this key whenever you want to broadcast faxes to many different locations, maximum of 182.

4 ▼ Shift

Gives you access to a further 16 previously stored phone number locations 17 through 32 in the one touch keys.

5 LCD (Liquid Crystal Display)

LCD displays messages to help you set and operate your MFC.

6 Toner Empty Indicator

Flashes when toner cartridge is low and stays lit when toner is empty.

7 Resolution Indicator Lights

These LED show the resolution mode you selected.

8 Resolution

Sets the resolution when you send a fax.

9 Programming Keys:

Menu

Lets you access the function and programming mode.

→ (Right Arrow) Verify

Moves the LCD cursor to the right. When the machine is idle, you can also use this key to print the Transmission Verification Report for your last transmission.

← (Left Arrow)

Moves the LCD cursor to the left.

Set

Stores a function setting in the MFC.

Clear

Deletes entered data or backs up one step in function procedure.

10 Printer Function Keys:

On/Off Line

Use this key to turn the printer online (ready to receive PC data) and offline (not ready to receive PC data) alternately. When the printer is online, the LCD displays **ONLINE**.

FF/Cont

When the LCD shows **REMAINED DATA**, you can turn the machine **OFFLINE** and then press this key to print the data that is in the memory. Also, it clears some operation and machine errors.

Print Priority

Press this key if you want to print PC data without interruption from incoming faxes. Faxes will be stored and can be printed later.

Test/Reset

This key is used to print a test page. When it is pressed together with **Shift**, it clears the data from the printer memory, cancels an error status, and then resets to the factory default settings.

11 Dial Pad

Dials phone and fax numbers, and can be used as a keyboard for entering information into the MFC.

12 Copy Function Keys: (Temporary Setting)**Enlarge/Reduce**

This key press shows the next pre-stored enlargement and reduction ratios: 25%, 50%, 75%, 87%, 93%, 100%, 120%, 125%, 141%, 150%, 200%, 400%, AUTO, MANUAL. For more choices, select MANUAL and use the dial pad to type any percentage between 25% and 400%. **AUTO** sets the machine to calculate automatically the reduction ratio that fits the size of your paper.

Contrast

Lets you temporarily adjust the brightness of the whole image to be lighter or darker.

Option

You can make sort multiple copies using ADF,—**OR**—change the layout of copies on the print media.

4in1 — Save paper by copying four pages onto one page.

2in1 — Save paper or create a booklet by copying two pages onto one page.

Poster — This option copies a different portion of the original on each of nine sheets of print media. Tape the sheets together to get a copy that is nine times the size of the original.

Document Type

Let's you choose either AUTO, TEXT or PHOTO.

Copy

Makes a copy.

13 Facsimile Keys:**Tel-Index**

Lets you look up numbers stored in the dialling memory.

Speed Dial

Lets you dial stored phone numbers by pressing a two-digit number.

Redial / Pause

Redials the last number that was called. Also inserts a pause in autodial numbers.

R (Recall)

Use this key to gain access to an outside line and/or to recall the operator or transfer a call to another extension when it is connected to a PABX.

Stop

Stops a fax, cancels an operation, or exits from function mode.

Start

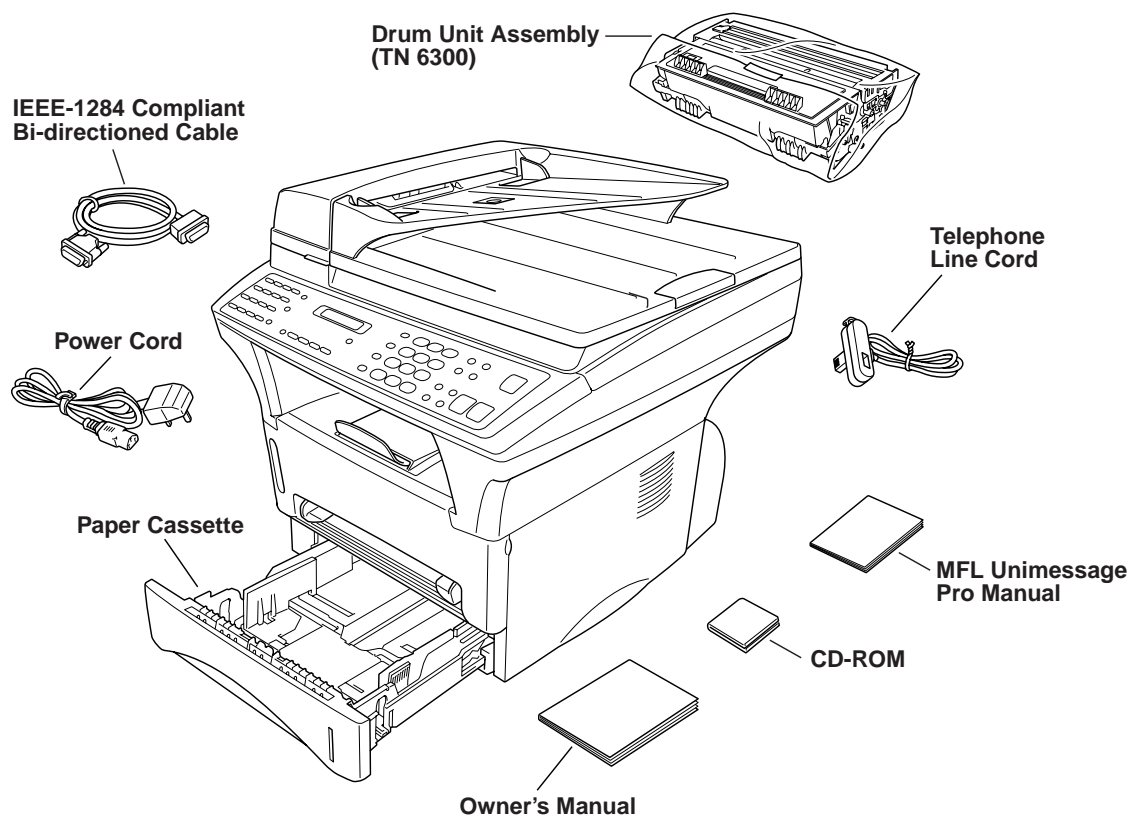
Starts an operation, such as sending a fax.

CHAPTER TWO

MFC Setup and Connections

Packing List

Make sure you have the following items:



Whenever you transport the MFC, use the packing materials that came with your MFC and pack the MFC correctly.

Choosing a Location

Place your MFC on a flat, stable surface, such as a desk. Select a place that is free of vibration and shocks. Locate the MFC near a telephone socket and a standard, earthed electrical socket. Choose a location where the temperature remains between 10°C and 32.5°C.

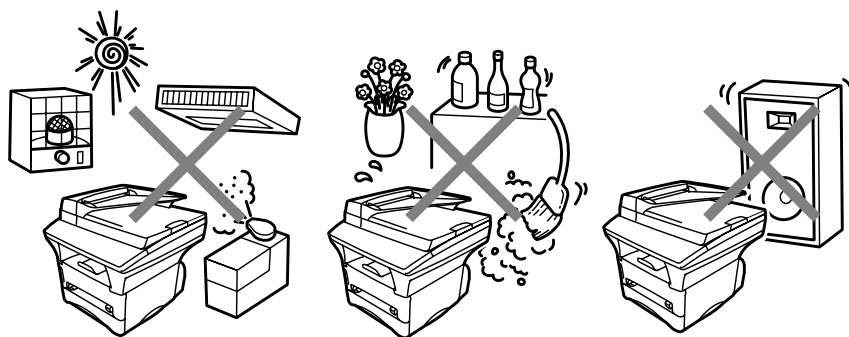


Avoid placing your MFC where it may be knocked. Do not place near heaters, air conditioners, water, chemicals, or refrigerators. Do not expose the MFC to direct sunlight, excessive heat, moisture, or dust. Do not connect your MFC to electrical outlets controlled by wall switches or automatic timers as disruption of power can wipe out information in the unit's memory. Do not connect your MFC to electrical outlets on the same circuit as large appliances or other equipment that might disrupt the power supply. Avoid interference sources, such as speakers or the base units of cordless phones. Ensure the airflow from the fan on the right hand side of the MFC is not impeded.



Caution

Keep the MFC out of strong light such as direct sunlight.

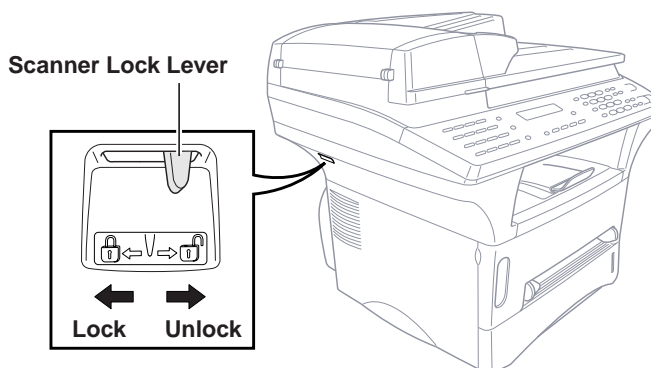


Caution

- 1 We recommend that this product be used with a surge protection device to protect the product against damage caused by a lightning strike.
- 2 Never touch telephone wires or terminals that are not insulated unless the telephone line has been disconnected at the network interface.
- 3 Avoid using a telephone (other than a cordless type) during an electrical storm. There may be a remote risk of electric shock from lightning.
- 4 Do not use the telephone to report a gas leak in the vicinity of the leak.

Release the scanner lock lever

The blue scanner lock lever is on the left side of the MFC. Push the lever up to unlock the scanner.



Caution

If **CHECK SCAN LOCK** appears on the LCD, immediately release the scanner lock lever. If you see **MACHINE ERROR AF** (or **AE**), stop operation and contact your Brother dealer for service.

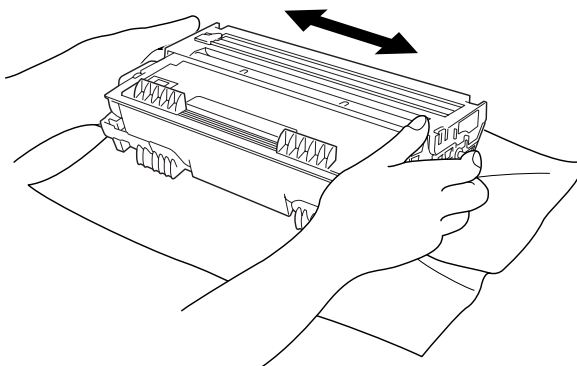
Assembly

Install the Drum Unit Assembly (with Toner Cartridge)

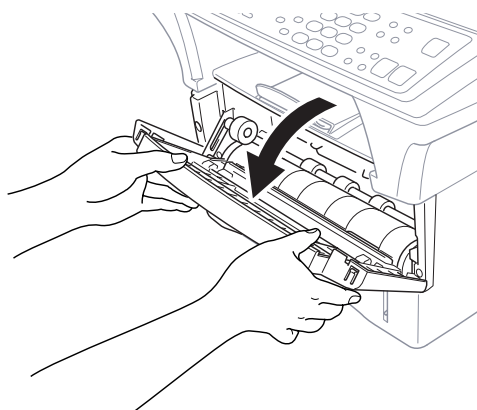
- 1 Remove the drum unit assembly from its bag, including the toner cartridge, and gently rock it from side to side five or six times.



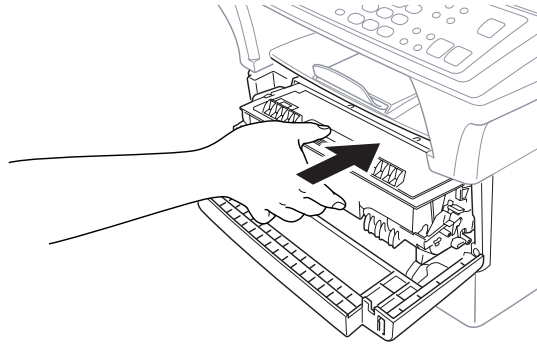
To prevent damage to the drum, do not expose it to light for longer than a few minutes.



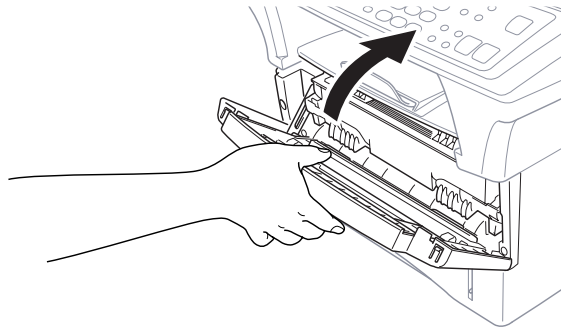
- 2 Open the front cover of the machine.



- 3** Insert the drum unit assembly into the machine until it clicks into position.

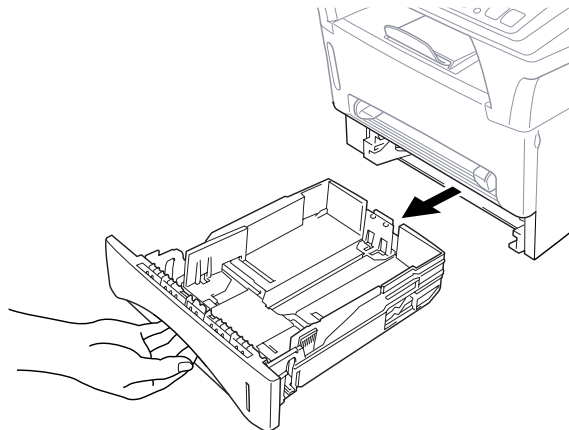


- 4** Close the front cover.

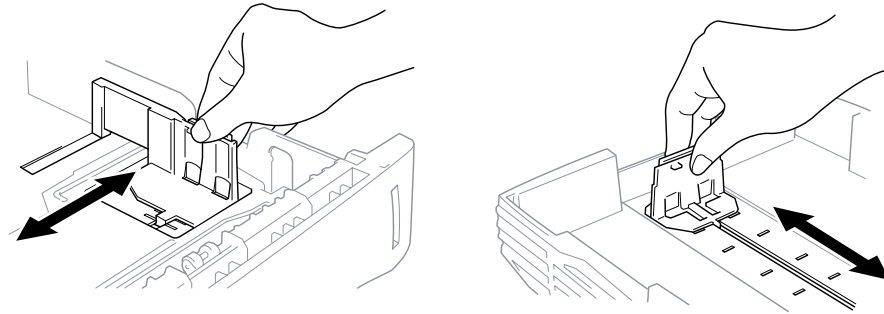


Loading Paper in Multi-purpose Paper Cassette

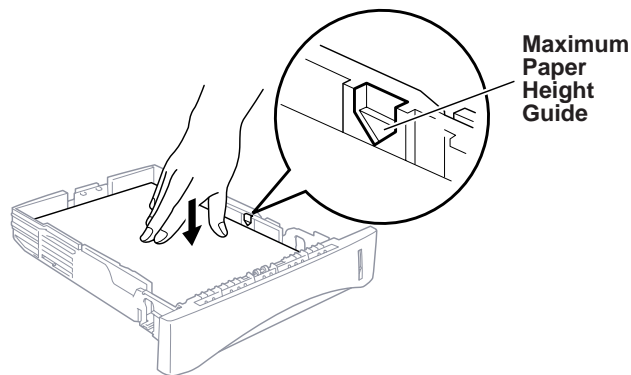
- 1** Pull the paper cassette completely out of the machine.



- 2** Slide the paper width and length adjusters to the position for the paper size you are using.



- 3** Fan the paper well. Load paper in the paper cassette. Press down on the paper to flatten it in all four corners, keeping the paper level below the guide. The cassette can hold up to 250 sheets of 20 lb (75 g/m²) paper.



- 4** Slide the paper cassette into the machine until it locks into place.

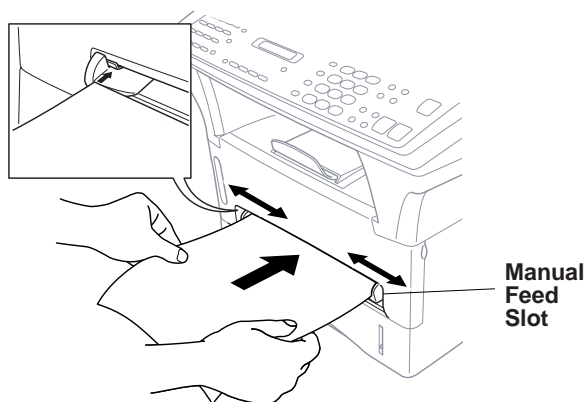
Acceptable Paper

Size : A4, Letter, B5, A5, A6, Executive
Weight : 64 g/m² – 105 g/m²
Thickness : 0.08 – 0.13 mm

Manual Feed Slot

The manual feed slot is above the multi-purpose paper cassette. Load paper or an envelope *one at a time*. You do not have to remove paper from the paper cassette.

Use the manual feed slot to print or copy on an envelope, label card stock or thicker paper:

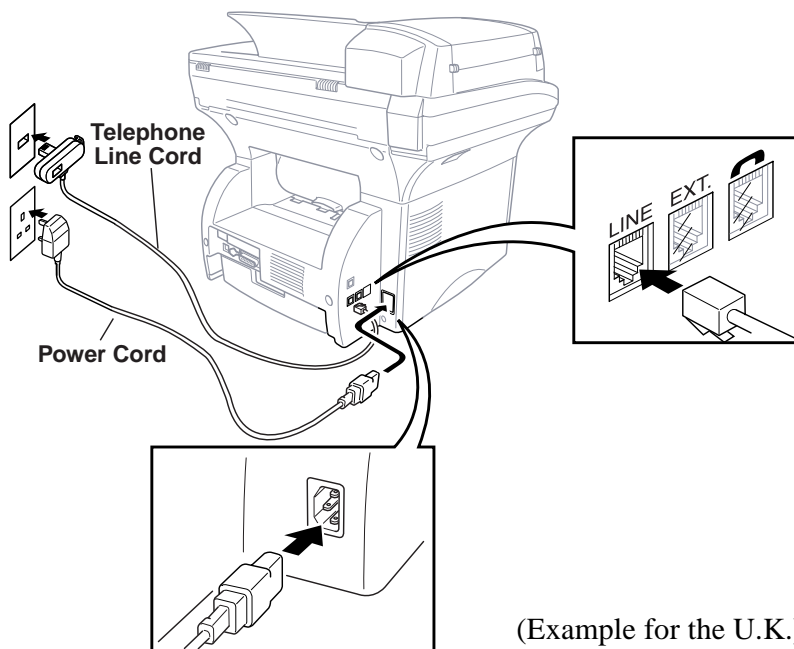


Acceptable Paper

Size : 70 x 116 mm – 216 x 356 mm
Weight : 64 g/m² – 158 g/m²
Thickness : 0.08 – 0.20 mm

Setting Up the Machine

Follow the instructions below to connect power cord, and telephone line.



- 1 Connect the power cord.
- 2 Connect the telephone line cord.

Connect one end of the telephone line cord to the socket on the MFC (marked LINE) and the other end to a modular wall socket.



NOTICE:

- The MFC must be fitted with an earthed plug.
- Since the MFC is earthed via the main plug, protect yourself from potentially hazardous electrical conditions on the telephone network by keeping the power to your MFC on when you connect it to a telephone line. When you want to move your MFC, protect yourself by disconnecting the telephone line first, and then the power cord.
- Do not touch any moving parts.
- You must use the mains cord supplied with the machine.

Multi-Line Connections (PABXs)

Most offices use a central telephone system, or PABX. The MFC will work with most PABX or key systems that allow a two-wire analogue connection. However, we recommend that you have a separate telephone line for your MFC. You can then leave the MFC in Fax Mode to receive faxes any time of day or night.

If you are installing the MFC to work with a PABX:

- 1** It is not guaranteed that the unit will operate correctly under all circumstances with a PABX. Any cases of difficulty should be reported first to the company that handles your PABX.
- 2** If all incoming calls will be answered by a switchboard operator, it is recommended that the Answer Mode be set to Manual. All incoming calls should initially be regarded as telephone calls.
- 3** The unit may be used with either pulse or tone dialling telephone service.



Using Extension Telephones

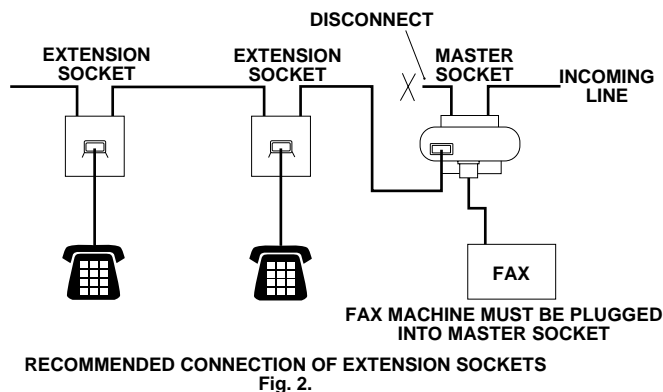
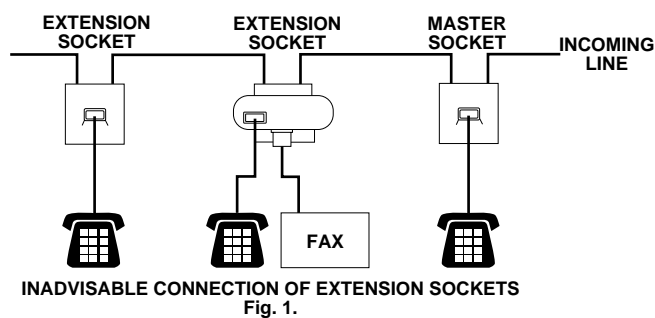
It may be that your premises are already wired with parallel extension telephones, or you intend to add extension telephones to your line, in addition to your machine. While the simplest arrangement is straightforward parallel connection, there are some reasons as to why this arrangement will cause unsatisfactory service, the most obvious of which is inadvertent interruption of a facsimile transmission by someone picking up an extension telephone in order to make an outgoing call. Additionally, remote activation may not operate reliably in such a simple configuration.

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

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

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

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



Connecting an External Telephone Answering Device (TAD)

Sequence

When you have an **external** TAD on the same telephone line as the machine, the TAD answers all calls. The MFC “listens” for fax calling (CNG) tones. If it hears them, the MFC takes over the call and receives the fax. If it does not hear the CNG tones, the machine will not answer the call, and messages can be left on the TAD by callers in the normal way.

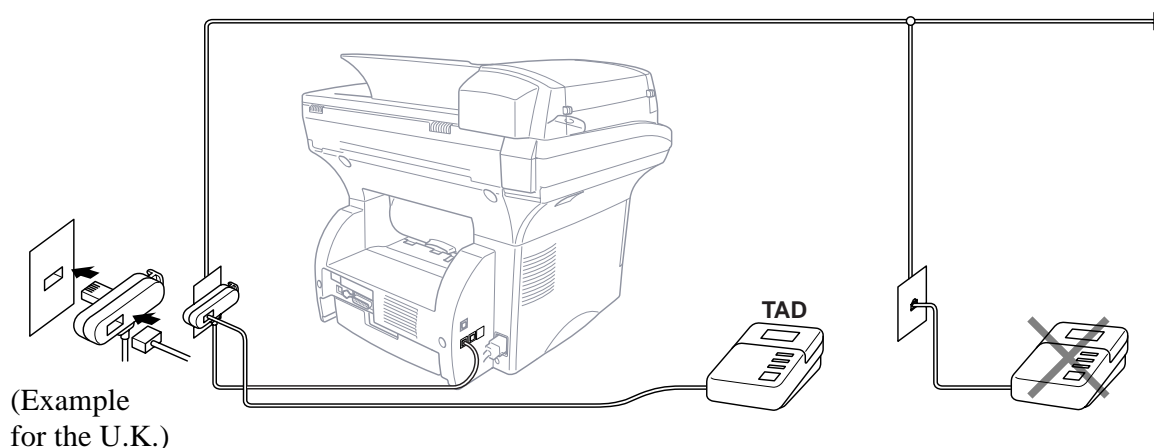
The TAD must answer within a maximum of four rings. However, we recommend two rings as the TAD setting. The MFC cannot hear CNG tones until the TAD has answered the call, and with four rings there are only 8–10 seconds of CNG tones left for the fax “handshake.” Make sure you carefully follow instructions in this manual for recording your outgoing message. We do not recommend using the toll saver feature on your external answering machine if it exceeds 4 rings.



Do not connect a TAD elsewhere on the same phone line—your machine and TAD will both try to control the line.

Connections

- 1 You may connect an external TAD to your MFC, as shown below.



- 2 Set your external TAD to two rings or less. (The MFC's Ring Delay setting does not apply).
- 3 Record the outgoing message (see below).
- 4 Set the TAD to answer calls.
- 5 Select the Answer Mode to **EXT.TEL/TAD**.

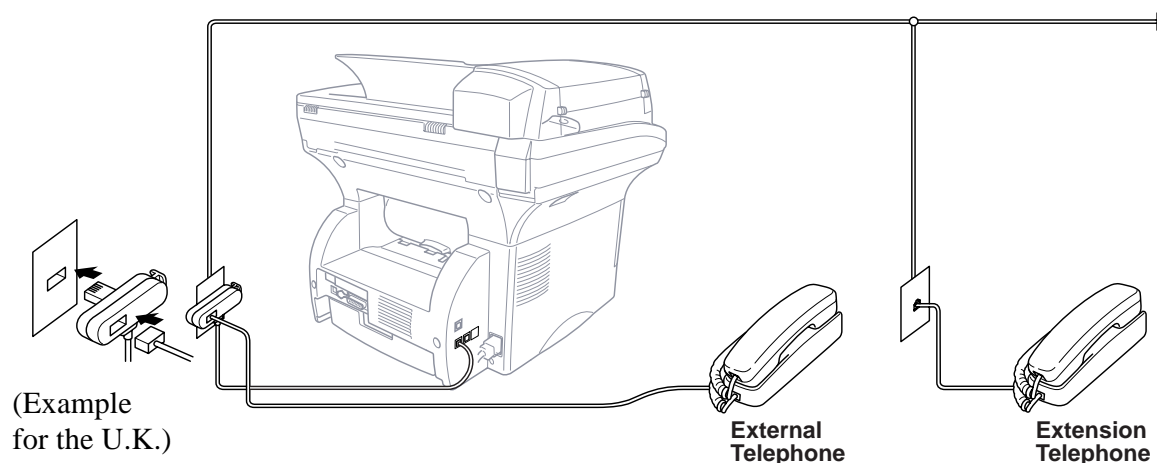
Outgoing Message (OGM) of External TAD

Timing is important in recording this message.

- 1 Limit your speaking to 20 seconds.
- 2 Record 5 seconds of silence at the beginning of your message.
(This allows your MFC time to listen for the fax CNG tones of automatic transmissions before they stop.)
- 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 send a fax manually by pressing *51 and Start.”

Connecting an External Telephone

Although your MFC does not have a handset, you can connect a separate telephone to your MFC, as shown below.



Whenever this external phone (or TAD) is in use, the screen displays **TELEPHONE**.

CHAPTER THREE

On-Screen Programming

User-Friendly Programming

*See
“Using This
Manual”
chap. 1*

We have designed your Multi-Function Center with on-screen programming and a Help key. User-friendly programming helps you take full advantage of all the functions your MFC has to offer.

Since your programming is done on the LCD, we have created step-by-step on-screen prompts to help you program your MFC. All you need to do is follow the prompts as they guide you through the function menu selections and programming options and settings.



Function Mode

You can access the Function Mode by pressing **Menu**.
The screen displays

1 . FAX
2 . PRINTER

Then press **1** for Fax Functions —**OR**— press **2** for Printer Functions.

When you enter the Function Mode, your MFC displays a list of Level One Functions from which you can choose. These function options appear one after the other on the display. Select an option by pressing **Set** when the option appears on the LCD.

You can “scroll” more quickly through options by pressing . When the screen displays your selection, press **Set**. Use  to scroll backward if you passed your choice or to save key strokes. Both arrow keys show all options, in the opposite order.



When you finish a function, the screen displays **ACCEPTED**.

If you want to exit the Function Mode, press **Stop**.

Function Selection Table

If you have a basic understanding of how to program your MFC, you can perform most of the programming settings without the Owner's Manual. To help you understand the function selections, options, and settings that are available, use the Function Selection Table below.

1. Fax Functions

1. INITIAL SETUP			
Function	Description	Factory Set	Chapter
1. TONE/PULSE	Selects the dialling mode.	TONE	4
2. DATE/TIME	Enter date and time for LCD display and to print on transmissions.	--	4
3. STATION ID	Program the name and fax number to appear on each transmitted page.	--	4
4. BEEPER	Adjust the volume level of the beeps when you press a key, an error occurs or a document is sent or received.	LOW	4
5. PBX	Turn ON this function if your machine is connected to PABX (private automatic Branch Exchange.)	OFF	4
6. CLOCK CHANGE	Adjust the MFC's clock by one hour for summer/winter time.	--	4
7. SLEEP MODE	Set the time before the machine drops into sleep mode.	05 Min.	4
8. POWER SAVE	Power save mode.	OFF	4

2. SETUP RECEIVE			
Function	Description	Factory Set	Chapter
1. ANSWER MODE	Choose the mode that best suits your needs: FAX , EXT.TEL/TAD , MANUAL .	FAX	6
2. RING DELAY	Number of rings before the MFC answers in FAX mode.	RING DELAY:02	6
3. FAX DETECT	Receive fax messages without pressing the Start key.	ON	6
4. REMOTE CODE	Enter code to activate your MFC from a remote location.	OFF (*51)	6
5. REDUCTION	Reduces size of image.	AUTO	6

1. Fax Functions (continued)

2. SETUP RECEIVE (continued)

Function	Description	Factory Set	Chapter
6. MEM.RECEIVE	Automatically stores any incoming faxes in its memory if it runs out of paper.	ON	6
7. PRINT DENSITY	Adjusts printing to be lighter or darker.	--	6
8. POLLING RX	You call another fax machine to receive a fax from it.	STANDARD	6
9. TONER SAVE	Increase life of toner cartridge.	OFF	6
0. PC INTERFACE	Turn on if PC is connected to MFC for PC receiving of fax messages.	ON	6

3. SETUP SEND

Function	Description	Factory Set	Chapter
1. COVERPG SETUP	Automatically sends a programmable cover page or prints a sample coverpage.	OFF	5
2. COVERPAGE NOTE	Program customized message for fax cover page.	--	5
3. CONTRAST	Change the lightness or darkness of a fax you are sending.	AUTO	5
4. RESOLUTION	Allows you to change resolutions page by page.	STANDARD	5
5. OVERSEAS MODE	Special setting for international transmissions.	OFF	5
6. TIMER	Set the MFC to send documents later.	--	5
7. POLLED TX	Set Polled Transmission for someone to poll your MFC to receive a fax from you.	STANDARD	5
8. REAL TIME TX	When memory is full, you can send faxes in real time.	OFF	5
9. BATCH TX	Sends all delayed faxes that are to the same fax number and at the same time as one transmission.	OFF	5

1. Fax Functions (continued)

4. REMAINING JOBS

Function	Description	Factory Set	Chapter
	Check which jobs are in memory or cancel a delayed fax (timer) or polling job.		5

5. SET QUICK-DIAL

Function	Description	Factory Set	Chapter
1. ONE-TOUCH DIAL	Dial numbers stored in memory by pressing only one key.	--	7
2. SPEED-DIAL	Dial numbers stored in memory by pressing only three keys.	--	7
3. SETUP GROUPS	Set up a Group number for broadcasting.	--	7

6. PRINT REPORTS

Function	Description	Factory Set	Chapter
1. XMIT REPORT	Print confirmation of transmission after each document is sent.	ON+IMAGE	9
2. JOURNAL	Lists information about the last 50 incoming and outgoing faxes.	JOURNAL:OFF	9
3. QUICK-DIAL	Lists names and numbers stored in One Touch and Speed Dial memory (in numerical order).	--	9
4. TEL.INDEX	Alphabetical lists of stored numbers.	--	9
5. SYSTEM SETUP	Lists various system settings.	--	9
6. MEMORY STATUS	Lists information about memory use.	--	9
7. ORDER FORM	Print accessories order form to your dealer when your machine needs to replace the drum or toner.	OFF	9

1. Fax Functions (continued)

7. REMOTE FAX OPT

Function	Description	Factory Set	Chapter
1. FAX FWD	Set your fax machine to forward faxes.	OFF	8
2. FAX STORAGE	Store incoming faxes in memory for remote retrieval.	OFF	8
3. REMOTE ACCESS	Set code for retrieving faxes.	159*	8
4. PRINT DOCUMENT	Print incoming faxes stored in the memory.	--	6

0. MISCELLANEOUS

Function	Description	Factory Set	Chapter
1. PAGE COUNTER	You can check the page counter on the screen.	--	15
2. DRUM LIFE	You can check the remaining drum life on the screen.	--	15
3. MEM SECURITY	Prohibits most functions except receiving faxes into memory.	OFF	4
4. LOWER TRAY (With optional cassette only)	Turn ON if you use the optional paper cassette, and choose which cassette you want to use for printing.	OFF	6
5. BT CALL SIGN	Use with BT Call Sign.	OFF	6
6. SPEAKER VOLUME	Adjust speaker volume.	LOW	4
7. RING VOLUME	Adjust volume of ringer.	LOW	4

2. Printer Functions

1. PRINT OPTIONS

Function	Description	Factory Set	Chapter
1. INTERNAL FONT	You can print resident fonts to check and confirm font types.	--	12
2. CONFIGURATION	Printer settings and status are listed here.	--	12

2. Printer Functions (continued)

2. RESET PRINTER			
Function	Description	Factory Set	Chapter
1. FACTORY RESET	You can restore factory default settings and temporary settings for the printer back to factory default settings.	--	12
2. HEX DUMP MODE	If you set HEX DUMP MODE , PC data is printed in hexadecimal, for testing purposes.	--	12

3. LAN Menu Functions (With optional LAN Board only)

For more details, please see the instruction sheet included in the Network (LAN) Board option.

CHAPTER FOUR

Initial Setup

Getting Started



Setting the Dialling Mode (Tone/Pulse)

Your MFC is initially set to **TONE**. If you are using a **PULSE** dial line, you can change the setting to **PULSE** by following the steps below.

- 1 Press **Menu**, **1**, **1**, **1**. The screen prompts you to select **TONE** or **PULSE**.

DIALLING:TONE
SELECT ← → & SET

DIALLING:PULSE
SELECT ← → & SET

- 2 Use  or  to select the dialling mode.
- 3 Press **Set** when the screen displays the dialling mode you want.
- 4 Press **Stop** to exit.

Setting the Date and Time

Your MFC displays the date and time, and prints it on every fax you send.

In the event of a power failure, the MFC maintains date and time information for several hours. All other settings remain unaffected.

- 1 Press **Menu**, **1**, **1**, **2**. The screen prompts you to enter the year.

YEAR:XX
ENTER & SET

- 2 Enter the last two digits of the year (for example, enter 00 for the year 2000).

- 3 Press **Set**. The screen prompts you to enter the month.

MONTH : XX
ENTER & SET

- 4 Enter two digits for the month (for example, enter 09 for September, or 10 for October). The screen displays your entry.

- 5 Press **Set**. The screen prompts you to enter the day.

DAY : XX
ENTER & SET

- 6 Enter two digits for the day (for example, 06). The screen displays your entry.

- 7 Press **Set**. The screen prompts you to set the time.

TIME : XX : XX
ENTER & SET

- 8 Enter the time in 24-hour format (for example, enter 15:25 for 3:25 PM).

- 9 Press **Set**.

- 10 Press **Stop**. The screen now displays the date and time you set, and displays it whenever the MFC is in stand by mode.

See
“Composing
an Electronic
Cover Page”
chap. 5



Setting the Station ID

You can store your name, fax number, and telephone number to be printed on the fax **Cover Page**, on all fax pages that you send.

The telephone number you entered is used only for the Cover Page.

It is important that you enter the fax and telephone numbers in the internationally standardized format, i.e. in accordance with the following strict sequence:

- The “+” (plus) character (press * key)
- Your Country Code (e.g. “44” for the United Kingdom, “41” for Switzerland)
- Your local area code minus any leading “0”
- A space
- Your number on the local exchange, using spaces to aid readability as appropriate.

As an example, your MFC is installed in the United Kingdom, is to be used for both fax and voice calls, and your national telephone number is 0161-444 5555, then you must set the fax and telephone number parts of your station ID as: +44 161-444 5555

- 1 Press **Menu**, **1**, **1**, **3**. The screen prompts you to enter your fax number.

FAX :
ENTER & SET

- 2 Enter your fax number (up to 20 digits). The screen displays your entry.
- 3 Press **Set**. The screen prompts you to enter your telephone number.


TEL :
ENTER & SET

- 4 Enter your telephone number (up to 20 digits). If your telephone number and fax number are the same, enter the same number again. The screen displays your entry.
- 5 Press **Set**. The screen prompts you to enter your name or your company name.

NAME :
ENTER & SET

- 6 Use the dial pad to enter your name (up to 20 characters). (You can use the following chart to help you enter letters.)
- 7 Press **Set** to confirm.
- 8 Press **Stop**. The screen returns to the date and time.



- If you do not enter a fax number, no additional information can be entered.
- To enter a space, press  once between numbers and twice between characters.
- If your Station ID has already been programmed, the screen prompts “1” to make a change, or “2” to exit without changing.

*See
“Entering
Text”
in this
chapter*

Entering Text

When you are setting certain functions, such as the Station ID, you may need to enter text into the MFC. Most keys on the dial pad have three or four letters printed above them. The keys for **0**, **#**, and ***** don't have printed letters because they are used for special characters.


By pressing the appropriate number on the dial pad the correct number of times, you can access the character you want.

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


Inserting Spaces

If you want to enter a blank space, press  twice.

Making Corrections

If you entered a letter incorrectly and want to change it, press  to move the cursor after the last correct letter. Then press **Clear**; all letters above and to the right of the cursor are deleted. Re-enter the correct text and/or digits. You can also back up and type over incorrect letters.

Repeating Letters


If you need to enter a character assigned to the same key as the previous character, press  to move the cursor to the right.

Special Characters and Symbols

0 key ----- ÄËÖÜÀÇÈÉ0

***** key ----- (space) !"#%&'()*+,-./€

key ----- ;:<=>?@[]^_

Press the *****, **#**, or **0** key, until the cursor appears under the character/symbol you want to enter. Then press  or enter the next letter.

Setting the Beeper Volume

You can set the beeper to **LOW**, **HIGH** or **OFF**. The MFC comes set to **LOW**. When the beeper is set to **LOW** or **HIGH**, the MFC beeps every time you press a key or make an error, and at the end of sending or receiving a fax.

- 1 Press **Menu**, **1**, **1**, **4**.
- 2 Press or to select your setting.
- 3 When the screen displays the setting you want, press **Set**.
- 4 Press **Stop** to exit.

PABX and TRANSFER

Your MFC is initially set to be connected with PSTN (Public Switched Telephone Network) lines. However, many offices use a central telephone system or Private Automatic Branch Exchange (PABX). Your fax can be connected to most types of PABX. The recall facility on your fax machine supports timed break recall only (TBR), PBXS normally can work with this for gaining access to an outside line, or for transferring a call to another extension: the feature works when the **R** key is pressed.

Setting PABX

If your MFC is connected to a PABX system, set **PBX:ON**. If not, set **OFF**.

- 1 Press **Menu**, **1**, **1**, **5**. The screen displays

PBX : OFF
 SELECT ← → & SET

- 2 Press or to select **ON** (or **OFF**).
- 3 Press **Set** when the screen displays your selection.
- 4 Press **Stop** to exit.



You can programme an **R** keypress as part of a number stored in a One Touch or Speed Dial location. When programming the One Touch or Speed Dial number (Function menu 1-5-1 or 1-5-2) press **R** first (the screen displays “!”), then enter the telephone number. If you do this, you do not need to press **R** each time before you dial using a One Touch or Speed Dial location. (See chap. 7.)



However, if **PBX** is set to **OFF**, you can not use the One Touch or Speed Dial numbers that have **R** keypress programmed in to them.

Setting the Clock Change

You can easily let the MFC's clock gain or lose one hour by using this feature.

- 1 Press **Menu, 1, 1, 6**. The screen displays

TO SUMMER TIME ?
 SELECT ← → & SET

- 2 Press  or  to select Summer Time to gain an hour or Winter time to lose an hour.
- 3 Press **Set**.
- 4 Press **1** to change to Winter Time or Summer Time —**OR**— Press **2** to exit without changing.

Sleep Mode

Setting the Sleep Mode reduces power consumption while the machine is idle. You can choose how long the machine is idle (from 00 to 15 minutes) before it drops into sleep mode. The timer automatically resets when the machine receives a fax or PC data, or makes a copy. The factory setting is 05 minutes.

- 1 Press **Menu, 1, 1, 7**.
- 2 Use the dial pad to enter the amount of time the machine is idle before it drops into sleep mode (00 to 15).
- 3 Press **Set**.
- 4 Press **Stop** to exit.





If you make copies frequently, make the idle time long enough so you won't always be waiting for the machine to warm up.

Power Save



Setting Power Save Mode more reduces power consumption. If you switched ON, when your machine is idle, it drops into power save mode automatically.

In the power save mode, you can not use fax detect function and remote access with the extension phone. And your machine does not display the date and time.

- 1 Press **Menu, 1, 1, 8**.
- 2 Use  or  to select **ON** or **OFF**.
- 3 Press **Set** when the screen displays your selection.
- 4 Press **Stop** to exit.



Setting the Speaker Volume

You can set the volume of the MFC speaker.

- 1 Press **Menu, 1, 0, 6**.
- 2 Press  or  to select your volume setting (**OFF**, **LOW**, **MED**, or **HIGH**).
- 3 Press **Set** when the screen displays your selection.
- 4 Press **Stop** to exit.

Setting the Ring Volume

You can select how loud, or if, the MFC rings.

- 1 Press **Menu, 1, 0, 7**.
- 2 Press  or  to select **OFF**, **LOW**, **MED**, or **HIGH**.
- 3 Press **Set** when the screen displays your selection.
- 4 Press **Stop** to exit.

Memory Storage

In the event of a power failure, all settings in the **INITIAL SETUP**, **SETUP RECEIVE**, **SET QUICK-DIAL**, and **REMOTE FAX OPT**, plus the **COVERPG SETUP**, **COVERPAGE NOTE** (from **SETUP SEND**) and **JOURNAL PERIOD** (from **PRINT REPORTS**) functions are stored permanently. You may have to reset the date and time.

Memory Security

This feature allows you to prevent unauthorised access to the fax machine. When switched ON, Memory Security prohibits most functions. The following functions listed are available while Memory Security is switched ON.

- Receiving faxes into memory [limited by Memory Capacity].
- Scheduled Delayed Transmission*
- Polling*
- Fax Forwarding*
- Remote Retrieval

* Provided it was set before Memory Security was switched ON.

Using Memory Security

You must use a password to switch Memory Security ON and OFF.

Setting Up Memory Security for the First Time

- 1 Press **Menu**, **1**, **0**, **3**.

The screen prompts you to enter the password, and then press **Set**.

NEW PASSWD : XXXX
ENTER & SET

- 2 Enter a 4-digit number as a password.

- 3 Press **Set**.

The screen prompts you re-enter the password.



VERIFY : XXXX
ENTER & SET

- 4 Re-enter the password and press **Set**.

- 5 The screen displays

SET SECURITY
SELECT ← → & SET

SET PASSWORD
SELECT ← → & SET

- 6 Press  or  to choose **SET SECURITY**.

- 7 Press **Set**. The screen prompts you to enter the password.

PASSWORD : XXXX
ENTER & SET

- 8 Enter a 4-digit password, followed by **Set**.

This is the same as the security password of your machine already stored.

The screen displays **ACCEPTED** for 2 seconds, followed by **SECURE MODE** - Memory Security is now switched ON.

If the password you enter at Step 8 is incorrect, the screen would display **WRONG PASSWORD**. After 2 seconds the display will then return to normal (displaying the date & time). You must then start from Step 5 to set Memory Security.





Changing the Memory Security Password

- 1 Press **Menu**, **1**, **0**, **3**.

SET SECURITY
SELECT ← → & SET

SET PASSWORD
SELECT ← → & SET

- 2 Press  or  to choose **SET PASSWORD**.

- 3 Press **Set**.

The screen prompts you to enter the old password.

OLD PASSWD:XXXX
ENTER & SET

- 4 Enter the current password.

- 5 Press **Set**.

The screen prompts you to enter the new password.

NEW PASSWD:XXXX
ENTER & SET

- 6 Enter a 4-digit number as a new password.

- 7 Press **Set**.

The screen prompts you to re-enter the new password.

VERIFY:XXXX
ENTER & SET

- 8 Enter the new password again and press **Set**.



- 9 Press **Stop** to exit.

Switching Memory Security ON

- 1 Press **Menu**, **1**, **0**, **3**. The screen displays

SET SECURITY
SELECT ← → & SET

SET PASSWORD
SELECT ← → & SET

- 2 Press  or  to choose **SET SECURITY**.

- 3 Press **Set**. The screen prompts you to enter the password.

PASSWORD:XXXX
ENTER & SET

- 4 Enter a 4-digit password, followed by **Set**.

This is the same as the security password of your machine already stored.

The screen displays **ACCEPTED** for 2 seconds, followed by **SECURE MODE** - Memory Security is now switched ON.

If the password you enter at Step 4 is incorrect, the screen would display **WRONG PASSWORD**. After 2 seconds the display will then return to normal (displaying the date & time). You must then start from Step 1 to set Memory Security.



Switching OFF Memory Security

- 1 When Memory Security is switched ON, press **Menu**.

The screen prompts you to enter the password, followed by **Set**.

PASSWORD : XXXX
ENTER & SET

- 2 Enter a 4-digit password and press **Set**.

The screen displays **ACCEPTED**, then after 2 seconds the display reverts to normal. Memory Security is now switched OFF.

If the password you enter at Step 2 is incorrect, the screen would display **WRONG PASSWORD**. After 2 seconds the display will then return to displaying **SECURE MODE**. You must then start from Step 1 to switch OFF Memory Security.

If you forget the Memory Security password, please contact your Brother dealer for service or the help number given with the warranty documentation.



Printing a Fax from Memory

If you have Memory Security **OFF**, you can print faxes from the machine's memory.

- 1 Press **Menu**, **1**, **7**, **4**.
- 2 Press **Start**.
- 3 After all the data saved in the memory is printed out. Press **Stop**.

CHAPTER FIVE

Setup Send

Before You Begin

You can send a fax from the ADF (Automatic Document Feeder) or from the glass platten.

Sending Faxes Using Multiple Settings

When you send a fax you can choose any combination of the available settings: add a cover page and select a comment; set the contrast or resolution; send using overseas mode, or delayed transmission, polling transmission or real time transmission. After each function is accepted, the display will ask if you want to enter other settings:

ACCEPTED

NEXT
1.YES 2.NO

Press **1** if you want to select additional settings. The display returns to the **SETUP SEND** menu —**OR**— Press **2** if you are finished choosing settings, and go to the next step.

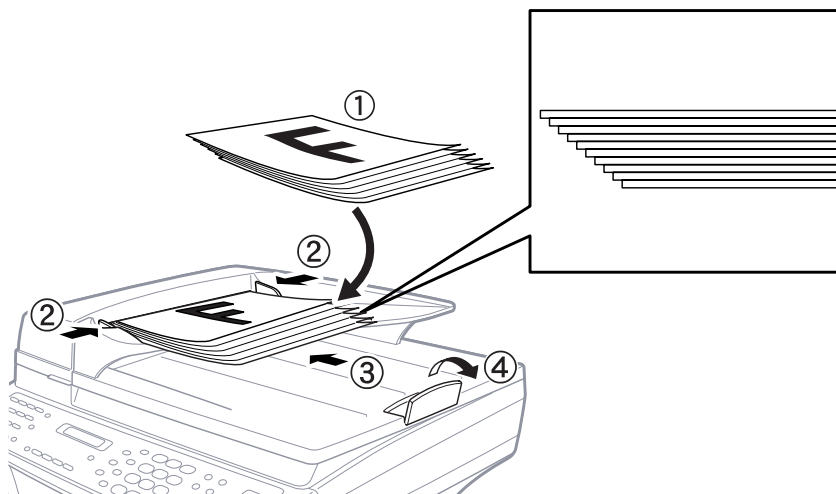
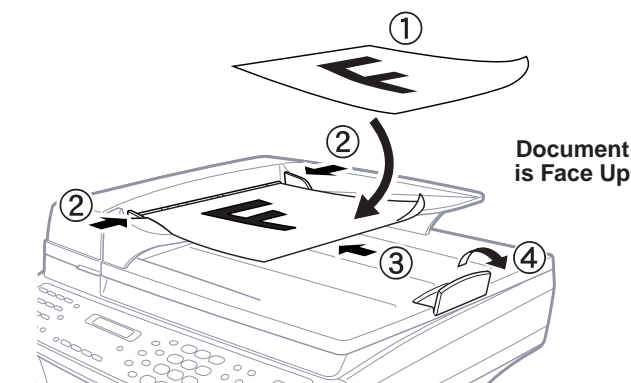
Faxing from the Document Feeder

ADF (Automatic Document Feeder)

The automatic document feeder (ADF) can hold up to 50 pages, feeding each one individually through the MFC. Use standard (75 g/m²) paper when using the ADF. Always fan the pages well before placing them in the feeder.



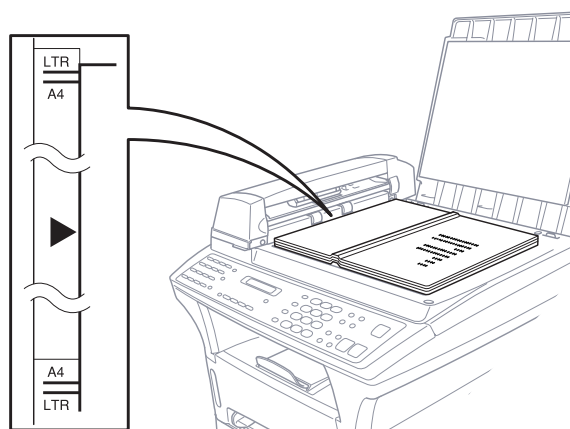
- **DO NOT** use curled, wrinkled, folded, or ripped paper, or paper with staples, paper clips, paste or tape attached. **DO NOT** use cardboard, newspaper, or fabric. (To fax this kind of document, see “Faxing from the Glass Platten”.)
- Make sure documents written with ink are completely dry.
- Documents to be faxed must be from 14.7 to 21.6 cm wide, and from 12.7 to 35.6 cm long.
- Insert documents **FACE UP, TOP EDGE FIRST**.
- Adjust the paper guides to fit the width of your document.
- Pull up the document stopper.
- Stagger the pages. Then place them in the ADF, until you feel the first page lightly touch the feed roller.



Faxing from the Glass Platten

Scan Fax

You can fax pages from a book using the glass platten. Documents are sent from memory; they can be letter or A4 size (21.6 cm x 29.7 cm). To use the glass platten, the ADF must be empty.



- 1 Lift the document cover.
- 2 Using the document guidelines on the left, center the document **FACE DOWN** on the glass platten.
- 3 Close the document cover.



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

- 4 Dial the fax number, then press **Start**. The MFC starts scanning the first page.
- 5 To send a single page, press **Set** and go to Step 7 —**OR**— To send multiple pages, go to Step 6.

MEMORY #01 100%
ONLINE

SET: NEXT PAGE
START: TO DIAL

- 6 Place the next page on the glass platten and press **Set**. The MFC starts scanning. (Repeat Step 6 for each additional page.)
- 7 Press **Start** to begin dialling.



Press **Stop** to cancel. If the document was scanned into memory, press **1** to **CLEAR** it —**OR**— **2** to **QUIT**.

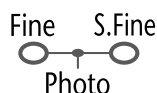


*See
“Multiple
Resolution
Transmission”
in this
chapter*

If memory is full, and you are faxing a single page, it will be sent in real time.

Resolution

You can use the **Resolution** key before you send the fax. Press **Resolution** continuously until you see the LEDs change.



Resolution

Standard — Suitable for most typed documents. (**Fine** and **S.Fine** lights are OFF)

Fine — Good for small print; transmits a little slower than Standard resolution. (Only the **Fine** light is ON)

Super Fine — Good for very small print or artwork; transmits slower than Fine resolution. (Only the **S.Fine** light is ON)

Photo — Use when document has varying shades of grey; slow transmission time. (Both **Fine** and **S.Fine** lights are ON)

Contrast

If your document is very light or very dark, you can set the contrast accordingly. Use **LIGHT** to send a light document. Use **DARK** to send a dark document.

- 1 Insert the document, face up, in the feeder, or on the glass platten.
- 2 Press **Menu**, **1**, **3**, **3**.
- 3 Use or to select **AUTO**, **LIGHT**, or **DARK**.
- 4 When the screen displays your selection, press **Set**.
- 5 Press **2** if you are finished choosing settings, and go to Step 6 —
OR— Press **1** if you want to select additional settings. The display returns to the **SETUP SEND** menu.
- 6 Enter a fax number and press **Start** to send a fax.

Automatic Transmission

This is the easiest way to send a fax.

- 1 Insert the document in the feeder or on the glass platten.
- 2 Enter the fax number using One Touch, Speed Dial, Tel-index or the dial pad.
- 3 Press **Start**.

Dual Access

If the document feeder is empty, you can place a document in the feeder, set temporary settings, dial a number, and begin scanning the fax into memory, even when the MFC is receiving a fax, sending a fax, or printing a fax from memory. The screen displays the new job number and how much memory is available.

If you get a **MEMORY FULL** message while scanning the first page of a fax, press **Stop** to cancel a scan. If you get a **MEMORY FULL** message while scanning in a subsequent page, you'll have the option to press **Start** to transmit the pages scanned so far, or to press **Stop** to cancel the operation.



The number of documents you can scan into memory varies with the data they contain.

Real Time Transmission

When you have a **MEMORY FULL** message, the MFC cannot continue scanning documents into memory before sending. However, you can turn on **REAL TIME TX**.

- 1 Insert the document in the feeder or on the glass platten.
- 2 Press **Menu, 1, 3, 8**.

8 . REAL TIME TX

- 3 To change the default setting, press \leftarrow or \rightarrow to select **ON** (or **OFF**) and go to Step 6. —**OR**— For the next fax transmission only, press \leftarrow or \rightarrow to select **NEXT FAX ONLY**.

REAL TIME TX : ON
SELECT \leftarrow \rightarrow & SET

- 4 Press **Set**.
- 5 For the next fax only, press \leftarrow or \rightarrow to select **ON** (or **OFF**).
- 6 Press **Set**.

- 7 Press **1** if you want to select additional settings. The display returns to the **SETUP SEND** menu. —OR— Press **2** if you have finished choosing settings and go to Step 8.
- 8 Enter the fax number and press **Start**.

Basic Sending Operations

Composing an Electronic Cover Page

See
“Storing
Numbers for
Easy Dialing”
chap. 7

See
“Setting
Station ID”
chap. 4

The cover page is sent to the receiving party’s machine. Your cover page includes the name stored in the One Touch or Speed Dial memory, if you have used this feature to start the call.

The cover page indicates the fax is from your Station ID, and the number of pages you’re sending. If you have **COVERPG SETUP** set to **ON** (Function menu 1-3-1), the number of pages remains blank.

You can select a comment to include on your cover page, or you can select **1. NOTE OFF** if you do not wish to include a comment.

1 . NOTE OFF

2 . PLEASE CALL

3 . URGENT

4 . CONFIDENTIAL

As well as using one of the comments above, you can also enter up to two customized messages, each 27 characters long. Use the chart of “Entering Text” in chap. 4 to help enter characters.

Most of the **SETUP SEND** functions are temporary settings that allow you to make adjustments for each document you send. However, you can set up your cover page and cover page comments in advance, the Cover Page Setup and Cover Page Message functions will change their default settings.

Cover Page for Next Fax Only

Make sure Station ID is set up (chap. 4). This feature does not work without the Station ID.

You can set the MFC to send a cover page with a particular document. This cover page will include the number of pages in your document.

- 1** Insert the document in the feeder or on the glass platten.
- 2** Press **Menu, 1, 3, 1**.
- 3** Press **Set** when the screen displays **NEXT FAX ONLY**.
- 4** Press or to select **ON** (or **OFF**).
- 5** Press **Set**.
- 6** Press or to view the comment selections.
- 7** Press **Set** when the screen displays your selection.
- 8** Enter two digits to indicate the number of pages you are sending. (Enter 00 to leave the number of pages blank.) If you make a mistake, press to back up and re-enter the number of pages.
- 9** Press **Set**.
- 10** Press **1** if you want to select additional settings. The display returns to the **SETUP SEND** menu —**OR**— Press **2** if you are finished choosing settings, and go to Step 11.
- 11** Enter the fax number.
- 12** Press **Start**.

Always Send Cover Page

Make sure Station ID is set up (chap. 4). This feature does not work without the Station ID.



You can set the MFC to send a cover page whenever you send a fax. The number of pages in your fax is not included when you use this setting.

- 1** Press **Menu, 1, 3, 1**.
- 2** Press or to select.

COVERPAGE : OFF



COVERPAGE : ON

- 3** Press **Set** when the screen displays **COVERPAGE:ON**. (If you select **ON**, a coverpage is always sent when you send a fax.)

- 4 If you selected **ON**, the screen displays the cover page comment options. Press  or  to view comment selections.
- 5 Press **Set** when the screen displays your selection.
- 6 Press **1** if you want to select additional settings. The display returns to the **SETUP SEND** menu —**OR**— Press **2** to exit if you are finished choosing settings.

Using a Printed Cover Page

If you prefer using a printed cover page that you can write on, you can print the sample page and attach it to your fax.

- 1 Press **Menu, 1, 3, 1**.
- 2 Press  or  to select **PRINT SAMPLE**.
- 3 Press **Set** when the screen displays your selection.
- 4 Press **Start**. Your MFC prints a copy of your cover page.

=== COVER PAGE ===

TO: _____

FROM: _____

FAX: _____

TEL: _____

PAGE[S] TO FOLLOW

COMMENT:



Cover Page Message

You can set up two custom comments.

Composing Your Own Comments

- 1 Press **Menu, 1, 3, 2**. The screen displays

2 . COVERPAGE NOTE

- 2 Use  or  to choose position 5 or 6 for your customized comment.
- 3 Press **Set**.
- 4 Use the dial pad to enter your customized comment.
- 5 Press **Set**.
- 6 Press **1** if you want to select additional settings. The display returns to the **SETUP SEND** menu —**OR**— Press **2** to exit.

*See
“Entering
Text”
chap. 4*

Advanced Sending Operations



Overseas Mode

Sometimes, when sending a fax to overseas numbers, problems may be experienced. This mode makes the MFC work better for such calls.

After you send a fax using this feature, the feature turns itself off.

- 1 Insert the documents in the feeder or on the glass platten.
- 2 Press **Menu**, **1**, **3**, **5**.

5 . OVERSEAS MODE

- 3 Press  or  to select **ON** (or **OFF**).
- 4 Press **Set** when the screen displays your selection.
- 5 Press **1** if you want to select additional settings. The display returns to the **SETUP SEND** menu —**OR**— Press **2** if you are finished choosing settings and go to Step 6.
- 6 Enter the fax number you're calling.
- 7 Press **Start**.

Delayed Transmission (Timer)

You can use this function to send a fax up to 24 hours later.

- 1 Insert the document in the feeder or on the glass platten.
- 2 Press **Menu**, **1**, **3**, **6**.
- 3 Enter the time you want the fax to be sent, in 24-hour format (for example, enter 19:45 for 7:45 PM).
- 4 Press **Set**. MFC will start scanning documents.
- 5 Press **1** if you want to select additional settings. The display returns to the **SETUP SEND** menu —**OR**— Press **2** if you are finished choosing settings and go to Step 6. The screen prompts you to enter the fax number.



ENTER FAX NO.
THEN PRESS START

- 6 Enter the fax number, and press **Start**. The MFC will wait until the time you have entered to send the fax.

Delayed Batch Transmission

Before sending the delayed faxes, your MFC will economize by sorting all the documents in memory by destination and scheduled time. All delayed faxes scheduled at the same time to the same fax number will be sent as one transmission.



- 1 Press **Menu, 1, 3, 9.**
- 2 Press  or  to select **ON** (or **OFF**) and press **Set.**

BATCH TX: ON
 SELECT   & SET

- 3 Press **Stop** to exit.

Multiple Resolution Transmission



Use this feature to select separate resolution settings for each page of the fax you're sending. This could be useful if you're sending a fax with photos and letters, or some pages with small print and others with normal print. Resolution settings return to **STANDARD** after the fax is sent.



- 1 Insert documents in the feeder or on the glass platten, then press **Menu, 1, 3, 4.**
- 2 Use  or  to select resolution for page 1, then press **Set.**
- 3 Repeat Step 2 for subsequent pages. Press **Stop** when you're finished.
- 4 Press **1** if you want to select additional settings. The display returns to the **SETUP SEND** menu —**OR**— Press **2** if you are finished choosing settings, and go to Step 5.
- 5 Enter the fax number you're calling, and press **Start.**

Setup for Polling Transmit

Polling Transmit is when you set up your MFC to wait with a document so another fax machine can retrieve it.

- 1 Place document in the feeder or on the glass platten.
- 2 Press **Menu, 1, 3, 7.**
- 3 The screen displays

POLLING: STANDARD
 SELECT   & SET

- 4 Press  or  to choose **STANDARD.**
- 5 Press **Set.** MFC will start scanning documents.



- 6 Press **1** if you want to select additional settings. The display returns to the **SETUP SEND** menu —**OR**— Press **2** if you are finished choosing settings and go to Step 7.
- 7 Press **Start**.

Setup for Polling Transmit with Secure Code

When you set **POLLING:SECURE** to on, anyone who polls your MFC must enter the polling ID number.

- 1 Place document in the feeder or on the glass platten.
- 2 Press **Menu, 1, 3, 7**.
- 3 The screen displays

POLLING: STANDARD
SELECT ← → & SET

- 4 Press  or  to choose **SECURE**, and press **Set**.
- 5 Enter a four-digit number, and press **Set**. MFC will start scanning the documents.
- 6 Press **1** if you want to select additional settings. The display returns to the **SETUP SEND** menu —**OR**— Press **2** if you are finished choosing settings and go to Step 7.
- 7 Press **Start**.





You can use Secure Polling only with another Brother fax machine.

Cancelling a Job While Scanning the Document

You can cancel a job while you are scanning it into memory by pressing **Stop**.

Checking Job Status

You can check which jobs are in memory waiting to be sent. Press **Menu, 1, 4** to check it. While the MFC is sending or receiving a fax, press **Stop**. The screen display job numbers. Press  or  to see them.

Cancelling a Scheduled Job in Memory



You can cancel tasks you've scheduled, such as Delayed Fax, Delayed Polling Receive or Polling Transmit.

If the MFC is idle,

- 1 Press **Menu**, **1**, **4**.

Any waiting jobs appear on the display. If nothing is waiting, the screen displays **NO JOB WAITING**.

4 . REMAINING JOBS

- 2 If you have more than two jobs waiting, use  or  to select the job you want to cancel. Press **Set** when the screen displays your selection.
- 3 Press **1** to cancel —**OR**— Press **2** to exit without cancelling. To cancel another job, return to Step 2.
- 4 Press **Stop** to exit.



If the MFC is busy, press **Stop**, then follow Steps 2 through 4 to cancel a job.

You can check which jobs are remaining in memory by following Steps 1 and 2 above.

CHAPTER SIX

Setup Receive


Basic Receiving Operations



Mode	How it works	Wf2^ to use it
MANUAL	You control the phone line and must answer every call yourself by using external phone.	Use this mode when you are using a computer modem on the same line or if you receive very few fax messages.
FAX	The MFC automatically answers every call as a fax.	For dedicated fax line use. You cannot receive a voice call but you can call out from an external or extension telephone.
EXT.TEL/TAD	<p>If you connect an external telephone to your MFC, you control the phone line and must answer every call yourself.</p> <p>If an external TAD (telephone answering device) is connected to your MFC, the TAD automatically answers every call. Voice messages are Stored in external TAD. Fax messages are printed.</p>	<p>Use this mode if you receive very few faxes.</p> <p>Use this mode if you have an answering machine on your phone line.</p>



Setting or Changing the Answer Mode



- 1 Press **Menu**, **1**, **2**, **1**.

1 . ANSWER MODE

- 2 Press  or  to select **FAX**, **EXT.TEL/TAD**, **MANUAL** mode and press **Set**.

FAX
SELECT   & SET

EXT.TEL/TAD
SELECT   & SET



MANUAL
SELECT   & SET

- 3 Press **Stop** to exit.

*See
“Operation
from an
External or
Extension
Telephone”
in this
chapter*



Setting the Ring Delay

The Ring Delay setting determines the number of times the MFC rings before it answers in **FAX** mode.

- 1 Press **Menu**, **1**, **2**, **2**.
- 2 Press  or  to select how many times the line rings before the MFC answers (01-04 or 02-04 for IRE).
- 3 Press **Set** when the screen displays your selection.
- 4 Press **Stop** to exit.

Fax Detect (with an External Telephone)

When you use this feature, you don't have to press **Start** when you answer a fax call and hear calling beeps. Just hold the handset and wait for several seconds. When you see **RECEIVING** on the fax screen or when you hear “chirps” through the handset of an extension phone connected to another wall socket, just replace the handset, and your machine does the rest. Selecting **ON** allows the machine to receive fax calls automatically, even if you lift the handset of an extension or external phone. Selecting **OFF** means you'll have to activate the machine yourself, by pressing *** 5 1** if you are not at your machine.

- 1 Press **Menu**, **1**, **2**, **3**.
- 2 Use  or  to select **ON** or **OFF** and press **Set**.
- 3 Press **Stop** to exit.

*See
“Operation
from an
External or
Extension
Telephone”
in this
chapter*



If you've set the feature to ON, but your MFC doesn't automatically connect a fax call when you lift an external or extension phone handset, press *** 5 1**.

Printing a Reduced Incoming Document

You can always reduce the size of an incoming fax to a fixed percentage with your MFC. If you choose **AUTO**, the MFC chooses the level of reduction for you.

- 1 Press **Menu**, **1**, **2**, **5**. The screen displays

5 . REDUCTION

- 2 Use  or  to select the reduction ratio you want—**AUTO**, **100%**, **93%** or **87%**. Choose **100%** if you don't want a reduction.
- 3 Press **Set** when the screen displays your selection.
- 4 Press **Stop** to exit.



If you receive faxes that are split on two pages, change the reduction to **AUTO** —OR— choose a lower reduction percentage.

- NOTE:** ■ When you use Auto Reduction to reduce incoming documents to fit on one page of recording paper, you can do so only as long as the original document is not longer than 35 cm. If the original is longer than 35 cm, the data will not be reduced and will carry over to print on a second page.
- When you use Auto Reduction and you receive an incoming document that is smaller than your recording paper, no reduction will take place, and you will get the same size recorded as the original.

Reception into Memory

As soon as the paper cassette becomes empty during fax reception, the screen will display **CHECK PAPER**; please put some paper in the paper cassette (see chap. 2).

If the **MEMORY RECEPTION** function is **ON** at this time...



The current fax reception will continue, with the remaining page(s) being stored in memory, subject to available memory. Subsequent incoming faxes will also be stored into memory until the memory is full, following which no further incoming fax calls will be automatically answered; all data will be printed as soon as fresh paper is put in the paper cassette.

If the MEMORY RECEPTION function is OFF at this time...

The current fax reception will continue, with the remaining page(s) being stored in memory, subject to available memory. Subsequent incoming fax calls will not be automatically answered until fresh paper is put in the paper cassette. The last fax received will be printed as soon as fresh paper is put in the cassette.



- 1 Press **Menu**, **1**, **2**, **6**. The screen displays

6 . MEM . RECEIVE

- 2 Use  or  to select **ON** or **OFF**.
- 3 Press **Set** when the screen displays your selection.
- 4 Press **Stop** to exit.



Setting the Print Density

If your machine is printing too light or too dark, you can adjust the print density level. The new setting will remain until you change it again.

- 1 Press **Menu**, **1**, **2**, **7**.
- 2 Press  or  to select your setting. Each key press changes the print density to the next setting.
- 3 When the screen shows the setting you want, press **Set**.
- 4 Press **Stop** to exit.



Toner Save

You can conserve toner using this feature. When you set Toner Save to **ON**, print appears somewhat lighter. The default setting is **OFF**.

- 1 Press **Menu**, **1**, **2**, **9**.
- 2 Press  or  to turn **ON** (or **OFF**).
- 3 Press **Set**.
- 4 Press **Stop** to exit.

Lower Tray (With Optional Cassette Only)

You can set the machine to recognize the optional lower tray. When Lower Tray is set to **ON**, you can set which cassette you want to use for printing.

- 1 After setting up for the optional paper tray, Press **Menu, 1, 0, 4**.
- 2 Press  or  to turn **ON** (or **OFF**).
- 3 Press **Set**.

Setting Lower Tray

The default setting of **AUTO** allows your machine to choose the lower tray if paper is out in the upper tray. Choose **UPPER** if you want to keep special paper in the lower tray and control when it is used.

- 4 Press  or  to select **AUTO**, **UPPER** or **LOWER** and press **Set**.
- 5 Press **Stop** to exit.

Advanced Receiving Operations

Operation from an External or Extension Telephone

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

See
“Outgoing
Message
(OGM) of
External
TAD”
chap. 2



If you answer a call at an extension or an external phone, and no one is on the line, assume you're receiving a fax. At an extension phone, press * **5 1**, wait for fax receiving tones (chirps), then hang up. At an external phone, press * **5 1** and wait for the phone to be disconnected (the screen displays **RECEIVING**) before you hang up. (Your caller will have to press Start to send the fax.)

If you accidentally pick up an extension phone when a fax message is being received, you may disrupt the transmission or render some portions unreadable.

The Remote Activation Code also can be used by your callers. When you are using a external TAD, your outgoing message (OGM) should end with the statement “to send a fax, press * **5 1**”.

Changing Remote Codes

Remote Codes might not work with some telephone systems. The preset Activation Code is * 5 1.



If you are always disconnected when accessing your external TAD remotely, try changing the Activation Code from * 5 1 to # # #.

To change Remote Codes

- 1 Press **Menu**, 1, 2, 4.
- 2 Press or to select **ON** (or **OFF**).

REMOTE ACT. : ON
SELECT ← → & SET

- 3 Press **Set** when the screen displays the setting you want.
- 4 Enter a new Remote Activation Code, then press **Set**.

ACT. CODE : *51
ENTER & SET

- 5 Press **Stop** to exit.

Printing a Fax from Memory

See
“Setting Fax
Storage”
chap. 8

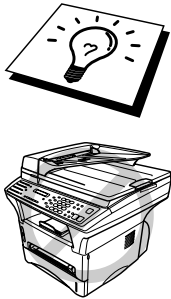
If you have fax storage **ON** for remote retrieval, you can still print a fax from the machine’s memory when you are at your machine:

- 1 Press **Menu**, 1, 7, 4.
- 2 Press **Start**.
- 3 After all the data saved in the memory is printed out. Press **Stop**.

BT Call Sign (For U.K. Only)

This machine feature lets you use the BT Call Sign subscriber service which allows you to have at least two separate telephone numbers on one phone line. Each phone number has its own distinctive ringing pattern, so you know which phone number is ringing. This is one way you can have a separate phone number for your machine.

Your machine has a BT Call Sign compatible distinctive ringing function, allowing you to dedicate a second phone number (on the same phone line) just for receiving faxes. This will be the number with the long ringing tone.



You can switch it off temporarily, then turn it back on. When you get a new fax number, make sure you reset this function.

- To have your external TAD answer only the main number, the machine must be in Manual Mode.
- In FAX mode, the machine will answer automatically all numbers on the phone line, with both styles of ringing.

Set the BT Call Sign (Only with your external phone)

- 1** Set the machine to **MANUAL** mode.
- 2** Press **Menu, 1, 0, 5**. The screen displays the current setting of this feature.
- 3** Press **←** or **→** to select **ON** (or **OFF**).
- 4** Press **Set**.
- 5** Press **Stop** to exit.

Polling



Polling is the process of retrieving faxes from another machine. You can use your MFC to “poll” other machines, or you can have someone poll your MFC.

All parties involved in polling need to set up their machines to accommodate polling. When someone polls your MFC to receive a fax, they pay for the call; if you poll someone’s fax machine to receive a fax, you pay for the call. (See “Setup for Polling Transmit” in chap. 5.)



Some machines do not respond to the polling function.

Secure Polling



Secure Polling is a way to keep your documents and others’ from falling into the wrong hands while the MFC are set up for polling. You can use Secure Polling only with another Brother fax machine. Your four-digit ID number must be entered on the fax machine that polls for your documents.

Setup for Polling Receive

Polling Receive is when you call another fax machine to receive a fax from it.

- 1 Press **Menu**, **1**, **2**, **8**. The screen displays

POLLING: STANDARD
SELECT ← → & SET

- 2 Press  or  to choose **STANDARD**.
- 3 Press **Set**.

The screen prompts you to enter the fax number you want to poll, and then to press **Start**.

ENTER FAX NO.
THEN PRESS START

- 4 Enter the fax number you are polling.
- 5 Press **Start**. The screen displays **DIALING #XX**.

Setup for Polling Receive with Secure Code

You need to make sure you are using the same ID number as the other party.

- 1 Press **Menu**, **1**, **2**, **8**. The screen displays

POLLING : STANDARD
SELECT ← → & SET

- 2 Press or to choose **SECURE**.

- 3 Press **Set**.

- 4 Enter a four-digit number.

This is the same as the security code of the fax machine you are polling.

- 5 Press **Set**.

The screen prompts you to enter the fax number you want to poll, and then to press **Start**.

ENTER FAX NO.
THEN PRESS START

- 6 Press **Start**.

Setup Delayed Polling Receive

You can set your MFC to begin Polling Receive at a later time.

- 1 Press **Menu**, **1**, **2**, **8**. The screen displays

POLLING : STANDARD
SELECT ← → & SET

- 2 Press or to choose **TIMER**.

- 3 Press **Set**.

- 4 The screen prompts you to enter the time you want to begin polling.

SET TIME=21:45

- 5 Enter the time (in 24-hour format) you want to begin polling. For example, enter 21:45 for 9:45 PM.

- 6 Press **Set**. The screen prompts you to enter the fax number you are polling.

ENTER FAX NO.
THEN PRESS START



- 7 Enter the fax number (you can use One Touch or Speed Dial, or dial manually).
- 8 Press **Start**. The MFC makes the polling call at the time you entered.

You can set up only one Delayed Polling.

Sequential Polling

Your MFC can request documents from several fax units in a single operation. You just specify several destinations in Step 5. Afterwards, a Sequential Polling Report will be printed.

- 1 Press **Menu, 1, 2, 8**. The screen displays

POLLING: STANDARD
SELECT ← → & SET

- 2 Press or to choose **STANDARD**, **SECURE** or **TIMER**.
- 3 Press **Set** when the screen displays the setting you want.
- 4 If you selected **STANDARD**, the screen prompts you to enter the fax number you want to poll, and then to press **Start**.

ENTER FAX NO.
THEN PRESS START

- If you selected **SECURE**, enter a four-digit number and press **Set**.
 - If you selected **TIMER**, enter the time (in 24-hour format) you want to begin polling and press **Set**.
- 5 Specify the destination fax machines, which you wish to poll by using One Touch, Speed Dial, a Group, Tel-Index or the dial pad. You must press **Broadcast** between each location.
 - 6 Press **Start**.

ACCEPTED

Your MFC polls each number or group number in turn for a document.



DIALING #XX

Setting PC Interface Mode

If you connect your MFC to your PC, you can receive faxes into your PC. After completing all setup for Multi-Function Link Unimessage Pro for Fax, you can select PC Interface Mode (**ON/OFF**) for routing incoming faxes.

- 1** Press **Menu, 1, 2, 0**.

0 . PC INTERFACE

- 2** Press  or  to select **ON** or **OFF**.
- 3** Press **Set** when the screen displays your selection.
- 4** Press **Stop** to exit.

CHAPTER SEVEN

Quick-Dial Numbers and Dialling Options

Storing Numbers for Easy Dialling

You can set up your MFC to do three types of easy dialling: One Touch, Speed Dial and Groups for Broadcasting of faxes.

Storing One Touch Dial Numbers



You can store 32 fax/phone numbers that you can dial by pressing one key. You can also store names with these numbers. Even if you lose electrical power, numbers stored in memory will not be lost. When you press a One Touch key, the screen displays the name or number as the call is dialled.

*One Touch Dial keys are not the dial pad keys. They are the 16 keys (numbers 1-32) located to the left side of the dial pad. One Touch Dial Numbers 17-32 are accessed by holding down **Shift** while you press the appropriate One Touch key.*

- 1 Press **Menu**, **1**, **5**, **1**.
- 2 Press the One Touch Dial key where you want to store a number. The screen displays the location you selected.
- 3 Enter a number (up to 20 digits).
- 4 Press **Set**. The screen prompts you to enter a name for this number.

NAME :
ENTER & SET

- 5 Use the dial pad to enter the name (up to 15 characters). You can use the chart of Entering Text in chap. 4 to help you enter letters —
OR— Go to Step 6 to store the number without a name.

- 6 Press **Set**. The screen prompts you to select the type of number this is. Use  or  to select the type you want.

FAX	a fax number
TEL	a telephone (voice) number
F/T	both a fax and telephone (voice) number

- 7 Press **Set**.
- 8 Return to Step 2 to store another One Touch Dial number —**OR**— Press **Stop** to exit.

When you dial a One Touch Dial number, the screen displays the name you have stored, or, if you have not stored a name, the number you have stored.



- #32 of One Touch key might be registered when user buy the machine. It was registered at the dealer.
- User can change the name and Fax number of #32 of One Touch key. In this case, the registered name and Fax number are put on the order sheet. (See “Order Form” chap. 9)

Storing Speed Dial Numbers

You can store Speed Dial numbers, which you dial by pressing only three keys. There are 100 Speed Dial locations. Even if you lose electrical power, numbers stored in memory will not be lost.

- 1 Press **Menu**, **1**, **5**, **2**. The screen prompts you to enter a location.



SPEED-DIAL? #
 ENTER & SET

- 2 Use the dial pad to enter a two-digit location (00–99).
- 3 Press **Set**. The screen displays your entry, then prompts you to enter the number you’re storing.

#05 :
 ENTER & SET

- 4 Enter the number (up to 20 digits).
- 5 Press **Set**. The screen now prompts you to store a name with this number.

NAME :
 ENTER & SET



- 6 Use the dial pad to enter the name (up to 15 characters). You can use the chart of “Entering Text” in chap. 4 to help you enter letters — **OR**— Go to Step 8 to store the number without a name.
- 7 Press **Set**.
- 8 The screen prompts you to select the type of number this is. Use  or  to select the type you want.

FAX	a fax number
TEL	a telephone (voice) number
F/T	both a fax and telephone number
- 9 Press **Set**.
- 10 Return to Step 2 to store another Speed Dial number —**OR**— Press **Stop** to exit.

Changing One Touch and Speed Dial Numbers

If you try to store a One Touch or Speed Dial number in a location where a number is already stored, the screen displays the current name stored there, then prompts you to either change it or exit.

*01 : BROTHER
 1.CHANGE 2.QUIT

- 1 Press **1** to change the number stored, or press **2** to exit without making a change.
- 2 Enter a new number.
 - If you want to erase the number, press **Clear** when the cursor is to the far left of the digits.
 - If you want to change a digit, use  or  to position the cursor under the digit you want to change, then enter it.
- 3 Follow the directions in Storing One Touch Dial or Speed Dial Numbers.

Setting Groups for Broadcasting

*See
“Storing
One Touch
Dial
Numbers”
and
“Storing
Speed Dial
Numbers”
in this
chapter*

Groups allow you to send the same fax message to many fax numbers by pressing only one One Touch Dial key (This is called Broadcasting.). **First**, you’ll need to store each fax number as a One Touch or Speed Dial number. **Then**, you can combine them into a Group. Each Group uses up a One Touch Dial key. Finally, you can have up to 6 small Groups, or you can assign up to 131 numbers to one large Group.



You can include up to 32 One Touch locations, or up to 100 Speed Dial locations. If you broadcast to more than the maximum locations available, you will be unable to set up transmissions using Dual Access and the Timer.

- 1 Press **Menu**, **1**, **5**, **3**. The screen displays

SELECT ONE-TOUCH

- 2 Select a One Touch Dial key where you wish to store the number. (For example, press One Touch Dial key **02** to use as a Group.)

SETUP GROUP: GO
ENTER & SET

- 3 Use the dial pad to enter the Group Number (for example, press **1** for Group 1).
- 4 Press **Set**. To include One Touch or Speed Dial numbers in the Group, enter them as if you were dialling. For example, for One Touch Dial key **05**, press One Touch Dial key **05**. For Speed Dial location 09, press **Speed Dial**, then press **0**, **9** on the dial pad. The LCD shows ***05, #09**.

G01: *05#09
ENTER & SET

- 5 Press **Set**. The screen prompts you to enter a name.

NAME:
ENTER & SET

- 6 Use the dial pad and the chart of “Entering Text” in chap. 4 to enter a name for the group (for example, NEW CLIENTS).
- 7 Press **Set**.
- 8 Press **Stop** to exit.



You can print a list of all One Touch and Speed Dial numbers. Group numbers will be marked in the column of “**GROUP**”. See chap. 9, “Printing Reports”.



Dialling Options



When you dial an auto dial number, the screen displays the name you've stored, or, if you haven't stored a name, the fax number you've stored.

Searching the Telephone Index

You can search for names you have stored in One Touch and Speed Dial memories. Names are stored alphabetically.

- 1 Insert the document(s) in the feeder, or on the glass platten.
- 2 Press **Tel-Index**, then enter the first letter of the name you're looking for.
- 3 Press  or  to search the memory.
- 4 When the screen displays the name you want to call, press **Start** to begin dialling.

One Touch Dialling

- 1 Insert the document(s) in the feeder, or on the glass platten.
- 2 Press the One Touch key of the location you want to call.
- 3 Press **Start**.



If you try to use a One Touch or Speed Dial location with no number stored in it, you hear a warning sound, and screen displays **NOT ASSIGNED**. The display returns to normal after 2 seconds.

Speed Dialling

- 1 Insert the document(s) in the feeder, or on the glass platten.
- 2 Press **Speed Dial**, then press the two-digit Speed Dial number.
- 3 Press **Start**.

Pause

Press **Redial/Pause** to insert a pause between digits to be dialled.



If your MFC is connected to a PABX, you may need to insert an additional number prefix (e.g. "9") and a "pause" before each fax or telephone number to gain access to the outside line. When you press **Redial/Pause**, a dash "-" will appear on the display. By storing a pause, you can create a delay of 3.5 seconds.

Fax Redial

If you're sending a fax manually and the line is busy, you can retry the number by pressing **Redial/Pause**.

1 Press **Redial/Pause**.

2 Press **Start**.

If you're sending a fax automatically (Using the ADF) and the line is busy, the machine will redial automatically up to 4 (3 times for Ireland) times at 2 minute intervals.

Chain Dialling

You can store very long dialling sequences by dividing them and setting them up as One Touch and Speed Dial numbers. Then while dialling, you can combine two or more One Touch and/or Speed Dial numbers and even include manual dialling using the dial pad. You can use these numbers in any combination. The combined number will be dialled, in the order you entered it, as soon as you press **Start**.

For example:

You store "555" on One Touch Dial key **01** and "7000" on One Touch Dial key **02**. If you press One Touch **01**, **02** and **Start**, you can dial "555 7000". To temporarily change a number, you can substitute part of the number with manual dialling using the dial pad. So, if you press One Touch **01** and press 7001 using the dial pad, you can dial "555 7001".

Using access codes is easy. Sometimes you may want to choose from the among several long distance carriers when you make a call; rates may vary depending upon the time and destination. To take advantage of low rates, you can store the access codes or long-distance carriers as One Touch and Speed Dial numbers.

Broadcasting

Broadcasting is automatically sending the same fax message to multiple fax numbers. Using the **Broadcast** key, you can include up to 32 One Touch locations, up to 100 Speed Dial locations, and up to 50 manually dialled numbers (maximum of 182 locations if you did not use up any locations for Groups, access codes or credit card numbers). However, available memory will vary with the types of jobs in memory and numbers of locations used for broadcasting. If you broadcast to more than the maximum locations available, you will not be able to setup transmissions using dual access and the timer.

The easiest way to broadcast is to first combine frequently used One Touch and Speed Dial numbers as a Group, which uses up a One Touch Key. (Remember, you can have up to six Groups and Quick-Dial numbers can be included in more than one Group). Then by pressing **Broadcast** between each location, you can include One Touch, Speed Dial, Groups, and manual dialling (using the dial pad) in the same broadcast. Use the Tel-index to help you choose the numbers easily.

After the broadcast is completed, a Broadcast Report will be printed automatically to let you know the results.

- 1 Insert the document into the feeder or on the glass platten.
- 2 Enter a number using One Touch, Speed Dial, Group number, Tel-index or the dial pad.
Example: Group number
- 3 Press **Broadcast**. You will be prompted to press the next number.
- 4 Enter the next number.
Example: Speed Dial
- 5 Press **Broadcast**.
- 6 Enter the next fax number.
Example: Manual dialling, using the dial pad.
- 7 Press **Start**.

Your MFC will read the documents into memory and then start sending faxes to all the numbers you entered.

- To stop the broadcasting in progress, press **Stop**. The display asks if you want to cancel all locations or just the location that is being sent to.
- Enter the long dialling sequence numbers as you normally would, but keep in mind that each key counts as one location, so the number of locations you can call becomes limited.
- If the line is busy or a connection could not be made while broadcasting, the MFC will redial the number automatically.
- If the memory is full, press **Stop** to abort the job or press **Start** to send the portion that is in the memory (if more than one page has been scanned).



CHAPTER EIGHT

Remote Fax Options



Setting Fax Storage

If you set Fax Storage to **ON**, you will be able to retrieve fax messages from another location, using Fax Forwarding or Remote Retrieval functions. The screen will indicate when you have a fax stored in memory.

- 1 Press **Menu**, **1**, **7**, **2**.

The screen prompts you to choose a fax setting.

FAX STORAGE: OFF
SELECT ← → & SET

- 2 Press  or  to select **ON** (or **OFF**).
- 3 Press **Set** when the screen displays your selection.
- 4 Press **Stop** to exit.



If there are faxes in memory when you turn the Fax Storage **OFF**, the screen prompts you to erase any faxes in memory.

ERASE ALL DOC?
1.YES 2.NO

*See
“Printing a
Fax from
Memory”
chap. 6*

If you press **1**, all fax data is erased and Fax Storage is turned OFF. If the fax data in the memory has not been printed, it will be printed first and then erased. If you press **2**, data is not erased, and Fax Storage remains ON.



Fax Forwarding

You cannot use Fax Forwarding when “Fax Storage” is set to **OFF**.

Programming a Fax Forwarding Number

*See
“Changing
the Fax
Forwarding
number”
in this
chapter*

When Fax Forwarding is set to **ON** and your fax machine has finished receiving a fax in memory, it dials the fax number you’ve programmed, and forwards the fax message.

- 1 Press **Menu**, **1**, **7**, **1**.
- 2 Press  or  to select **ON** (or **OFF**).

FAX FWD: ON
SELECT ← → & SET

- 3 Press **Set**. The screen prompts you to enter the number of the fax machine where faxes will be forwarded.

FWD# :
ENTER & SET

- 4 Enter the forwarding number (up to 20 digits).
- 5 Press **Set**.
- 6 Press **Stop** to exit.

You can also dial into your machine from a remote location to switch this feature on, or to change the number you want your faxes forwarding to.

Changing the Remote Access Code

Enter your Remote Access Code when the fax machine picks up your call, so you can access features remotely. The access code is preset to 1 5 9 *, but you can change this.

- 1 Press **Menu**, **1**, **7**, **3**.
- 2 Enter a three-digit number from 000 to 998. The * cannot be changed. Do not use the same digits that appear in your Remote Activation Code.
- 3 Press **Set**.
- 4 Press **Stop** to exit.

Remote Retrieval

Using Your Remote Access Code

To receive faxes at your location, you must call from a fax machine using touch tone. For convenience, you can retrieve faxes from a touch tone phone by having them sent to a fax machine. For example, if your hotel room does not have a fax machine, you can enter the number of the fax machine at the hotel's Front Desk.

- 1 Dial your fax number from a touch tone phone.
- 2 When your fax machine answers and beeps, immediately enter your Remote Access Code (The factory setting is 159*).
We recommend that for security purposes you do not use the factory setting and that you have your own choice of code to keep your faxes secure.
- 3 The fax machine signals the kinds of messages received:
1 long beep—Fax message(s)
No long beep—No messages
- 4 The fax machine prompts you with two short beeps to enter a command. If you wait longer than 30 seconds to enter a command, the machine hangs up. If you enter an invalid command, the machine beeps three times.
- 5 Press **9 0** to reset the machine when you finish.
- 6 Hang up.



If your fax machine is set to Manual Mode, you can access your machine remotely by phoning it and letting it ring for about 100 seconds. Your fax machine will answer the phone after about 100 seconds of ringing, and you then have 30 seconds to enter your Remote Access Code.

Remote Commands

Follow the commands below to access features remotely. When you call the fax machine and enter your Remote Access Code (The factory setting is 159*), the system will signal you with two short beeps to enter a remote control command.

Change Fax Forwarding Setting

Press **9 5**

then to

Turn Fax Forwarding OFF—Press **1**.

Turn Fax Forwarding ON—Press **2**.

Program Fax Forward Number—Press **4**. Automatically, the machine will turn Fax Forwarding **ON**.

Turn Fax Storage ON—Press **6**.

Turn Fax Storage OFF—Press **7**. (This is only possible if there are no faxes stored in the memory, or if all faxes have been erased using Remote Control **9 6 3**).

Retrieve a Fax

Press **9 6**

then to

Print a Memory Status List—Press **1**, then enter the number of remote fax machine and the **# #**. After the beep, hang up and wait.

Retrieve all faxes—Press **2**, then enter the number of remote fax machine and the **# #**. After the beep, hang up and wait.

Erase all fax messages—Press **3**. If the data stored in the memory has not been printed before, it will be printed first and then erased.

Check the Receiving Status

Press **9 7**

then for

Fax messages—Press **1**.

1 long beep—Received messages.

3 short beeps—No messages.

Change Answer Mode

Press **9 8**

then for

EXT.TEL/TAD—Press **1**.

Fax—Press **2**.

Exit Remote Operation

Press **9 0**

Retrieving the Memory Status List

You can retrieve the Memory Status List from a remote fax machine to see if you have any fax messages.

- 1** Dial your fax machine's number.
- 2** When your MFC answers, immediately enter your Remote Access Code (The factory setting is **1 5 9 ***).
- 3** When you hear two short beeps, use the dial pad to press **9 6 1**.
- 4** Using the dial pad, enter the number (up to 20 digits) of the remote fax machine where you want the Memory Status List forwarded, and then press **# #**.



You cannot use ***** and **#** as dial numbers. However, if you want to store a pause, press **#**.

- 5** After you hear your fax machine beep, hang up and wait.
Your fax machine calls the remote fax machine. Your fax machine then sends the Memory Status List to the fax machine that you are calling from.

Retrieving Fax Messages

- 1** Dial your fax machine's number.
- 2** When your MFC answers, immediately enter your Remote Access Code (The factory setting is **1 5 9 ***).
- 3** As soon as you hear two short beeps, use the dial pad to press **9 6 2**.
- 4** Using the dial pad, enter the number (up to 20 digits) of the remote fax machine where you want your fax messages forwarded, and then press **# #**.



You cannot use ***** and **#** as dial numbers. However, if you want to store a pause, press **#**.

- 5** After you hear your fax machine beep, hang up and wait.
Your fax machine then calls the number of the remote machine that you have just entered, and that machine prints your fax messages.

Changing the Fax Forwarding Number

You can change the default setting of your fax forwarding number from a remote fax machine.

- 1** Dial your fax machine's number.
- 2** When your MFC answers, immediately enter your Remote Access Code (The factory setting is **1 5 9 ***).
- 3** When your MFC answers, use the dial pad to press **9 5 4**.
- 4** Enter the new number of the remote fax machine (up to 20 digits) where you want your fax messages forwarded, and then press **# #**.
- 5** To retrieve the Memory Status List, when you hear two short beeps, use the dial pad to press **9 6 1**.
- 6** Use the dial pad to enter the number of the remote fax machine (up to 20 digits), and then press **# #**.
- 7** After you hear your fax machine beep, hang up and wait.

Your fax machine calls the remote fax machine. Your fax machine then sends the Memory Status List showing the new forwarding number to the fax machine that you are calling from.

- 8** Check the forwarding number.

If the forwarding number is incorrect, return to Step 1 to reset it.

CHAPTER NINE

Printing Reports

MFC Settings and Journal

You can print the following lists and reports:

1.XMIT REPORT

Choose if Transmission Verification Report is printed after all Faxes are sent.

2.JOURNAL

Journal lists information about the last 50 incoming and outgoing faxes. TX means Transmit; RX means Receive.

3.QUICK-DIAL

Lists names and numbers stored in One Touch and Speed Dial memory, in numerical order.

4.TEL.INDEX

Quick-Dial list (above), alphabetically.

5.SYSTEM SETUP

Lists settings for **INITIAL SETUP**, **SETUP RECEIVE**, **SETUP SEND**, **PRINT REPORTS**, **REMOTE FAX OPT** and **MISCELLANEOUS**.



6.MEMORY STATUS

Lists summary information and amount of occupied memory.

7.ORDER FORM

If set to **ON**, an Accessories order form is printed, when you press **Start** during **CHANGE TONER** or **CHANGE DRUM SOON**.

To Print a Report

- 1 Press **Menu**, **1**, **6**.
- 2 Enter the number (see list above) of the report you want to print. For example, press **4** to print the **TEL.INDEX**. For printing a journal press **2**, then press  or  to choose PRINT JOURNAL and press **Set**.
- 3 Press **Start**.
- 4 Press **Stop** to exit.



Transmission Verification (Xmit) Report

You can use the Xmit Report as confirmation that you sent a fax. This report lists the name or fax number of the receiving party, the time and date of transmission, and if the transmission was successful.

When the feature is **OFF**, the report is printed automatically only if there's an error during transmission. If the report indicates **ERROR**, send the document again. If the report indicates you should check the readability of certain pages, resend those pages.

If you typically send multiple faxes to the same destinations, you may need a reminder to identify each fax transmission. You can select **OFF+IMAGE** or **ON+IMAGE** to print a portion of the first page of the fax message on the report.

When the feature is **ON**, the report is printed with every fax you send.

- 1 Press **Menu**, **1**, **6**, **1**.
- 2 Press  or  to select **OFF**, **OFF+IMAGE**, **ON** and **ON+IMAGE**.
- 3 Press **Set**.
- 4 Press **Stop** to exit.



When the MFC is idle, you can print the Transmission Verification Report by pressing **Verify** when you wish to confirm the last transmission was successful or not.

Journal Period

You can set the MFC to print activity reports at specific intervals (1, 3, 6, 12, 24 hours, 2, 4 or 7 days). If you set the interval to **OFF**, you can print the report by following the steps in the previous section.

- 1 Press **Menu, 1, 6, 2**.
- 2 Press or to display

JOURNAL PERIOD

- 3 Press **Set**.
- 4 Press or to choose your setting. If you choose 7 days, the screen prompts you to choose a day at which to begin the 7-day countdown.
- 5 When the screen displays the setting you want, press **Set**.
- 6 Enter the time to begin printing, in 24-hour format. (For example, enter 19:45 for 7:45 PM).
- 7 Press **Set**.
- 8 Press **Stop** to exit.

Order Form

If your machine is set to **ON**, you can print an accessories order form to your Brother dealer for service when you need to replace the drum or toner. During the screen displays **CHANGE TONER** or **CHANGE DRUM SOON**, when you press **Start**, your machine prints an accessories order form.

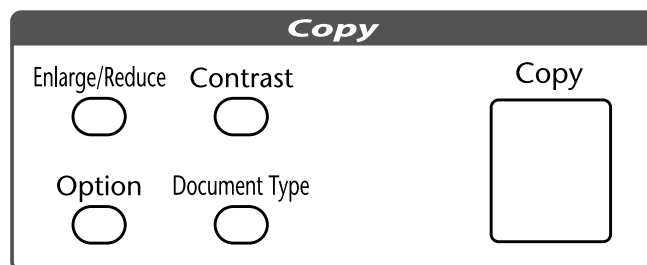
- 1 Press **Menu, 1, 6, 7**.
- 2 Use or to select **ON** or **OFF**.
- 3 Press **Set**.
- 4 Press **Stop** to exit.

CHAPTER TEN

Making Copies

Using Your Machine as a Copier

You can use your machine as a copy machine, making up to 99 copies at a time.



Basic Copy Operations

Copying One Page

- 1 Insert the document in the feeder, or on the glass platten.
- 2 Press **Copy**, then wait five seconds —OR— Press **Copy** again.

Do **NOT** pull on the paper while copying is in progress.

COPYING P . 01
 ONLINE

- 3 To stop, press **Stop** to release the original document.

See
“If You Get a
Memory Full
Message”
in this
chapter

Stacking Multiple Copies (Using the ADF)

Unless you select **SORT**, multiple copies will be stacked (all copies of page 1, then all copies of page 2, etc.).

- 1 Insert the document *face up* in the feeder.
- 2 To stack the copies, press **Copy**.
- 3 Using the dial pad, enter the number of copies you want (up to 99).
- 4 Wait five seconds—**OR**—Press **Copy** again.

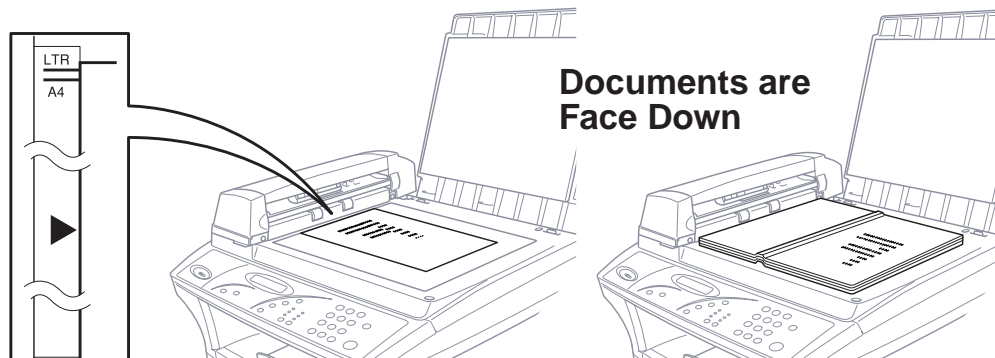
Sorting Multiple Copies (Using the ADF)

- 1 Insert the document *face up* in the feeder.
- 2 Press **Option**, then press \leftarrow or \rightarrow to select **SORT**, and press **Set**.
- 3 Press **Copy**.
- 4 As needed, use the Copy keys to change the **Contrast**, **Document Type**, and **Enlarge/Reduce** settings.
- 5 Using the dial pad, enter the number of copies you want (up to 99).
- 6 Wait five seconds—**OR**—Press **Copy** again.

Single or Multiple Copies (Using the Glass Platten)

For details about using the Copy keys in Step 5, please see *Copy Options (Temporary Settings)*. **If you want to sort multiple copies, use the ADF.** (See *Sorting Multiple Copies (Using the ADF)*)

- 1 Lift the Document Cover.



- 2 Using the document guide on the left, center the document *face down* on the glass platten.
- 3 Press **Copy**.
- 4 As needed, use the Copy keys to change the **Contrast**, **Document Type**, and **Enlarge/Reduce** settings.
- 5 Using the dial pad, enter the number of copies you want (up to 99).
- 6 Wait five seconds—**OR**—Press **Copy** again.

If You Get a Memory Full Message

If the memory becomes full while you are scanning a document to be copied the screen displays

MEMORY FULL P.01

COPY TO COPY
STOP TO ABORT

If you were scanning the first page to be copied, press **Stop** to cancel the operation and restart to make a single copy. If you were scanning a subsequent page, you'll have the option to press **Copy** to copy the pages scanned so far —**OR**— press **Stop** to cancel.

You'll need to clear some fax message to make some additional memory available before you can continue.





To gain extra memory, you can turn off Fax Storage (see chapter 8)—**OR**—Print fax message in memory (see chapter 6).

Copy Options – Temporary Settings

You can choose the copy quality by using the Copy keys: **Contrast**, **Document Type**, **Enlarge/Reduce**, and **Option**. These settings are temporary, and the MFC returns to its default settings when you finish copying. You can try different combinations of settings for best results.

Using the Contrast Key



You can choose the brightness setting before making a copy.

- 1 Insert the document in the feeder, or on the glass platten.
- 2 Press **Contrast**.
- 3 Press  to make a lighter copy.
—OR—
Press  to make a darker copy.
- 4 Press **Set** when the screen displays your setting.

Using the Document Type Key

You can select the Copy resolution for your type of the original document (**TEXT**, **AUTO** or **PHOTO**). Select the right kind of image you're copying.



- 1 Place the document in the feeder or on the glass platten.
- 2 Press **Document Type**. The screen will display the default setting.

DOC TYPE: AUTO
SELECT   & SET

TEXT (text only)

AUTO (line art, graphs, or any combination including photograph)



PHOTO (photograph only)

- 3 Press  or  to select the right kind of image you're copying, and press **Set**.
- 4 Press **Copy**.
- 5 Using dial key pad, enter the number of copies.
- 6 Wait five seconds or press **Copy** again.

Making Enlarged or Reduced Copies

- 1 Insert the document in the feeder, or on the glass platten.
- 2 Press **Enlarge/Reduce**. The screen displays

ELG/RDC : 100%
SELECT ← → & SET

- 3 Press  or  to choose an enlargement or reduction ratio.

You can reduce to **AUTO**, **93%**, **87%**, **75%**, **50%**, or **25%** of the original size

—OR—

You can enlarge to **120%**, **125%**, **141%**, **150%**, **200%**, or **400%**

—OR—

You can select **MANUAL** and press **Set**, then use the dial pad to enter an enlargement or reduction ratio between **25%** and **400%**. For example, press **5, 3** to enter **53%**.

- 4 Press **Copy**.
- 5 Using the dial pad, enter the number of copies.
- 6 Wait for five seconds —OR— Press **Copy** again.

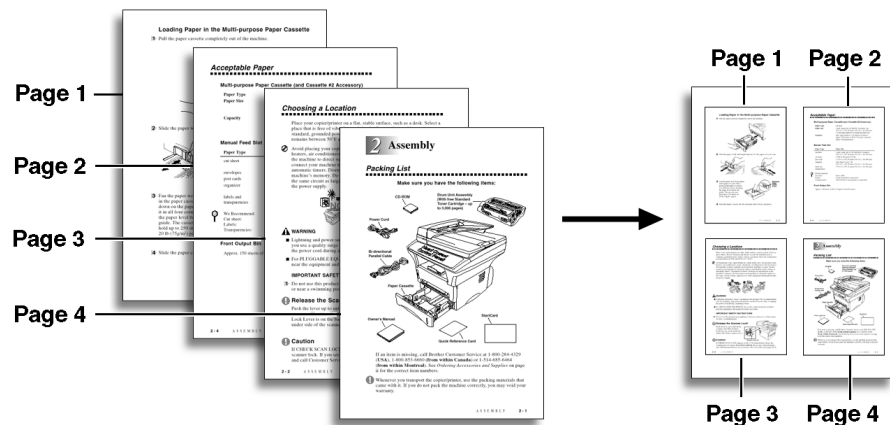
AUTO sets the machine to calculate automatically the reduction ratio that fits the size of your paper.



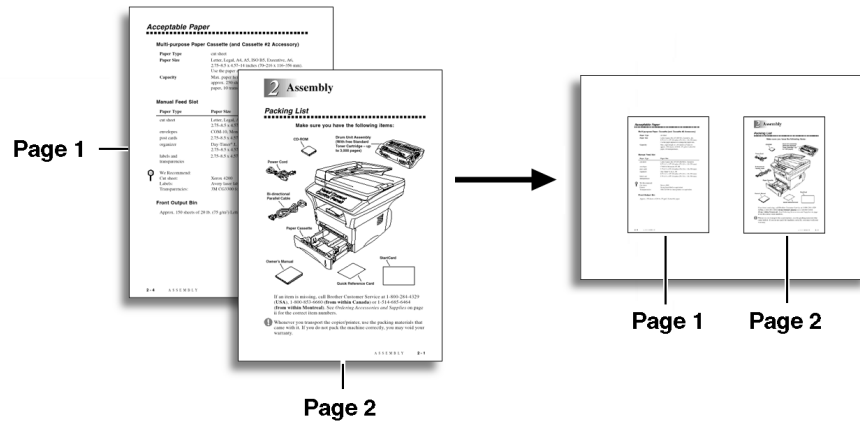
Special Copy Options

You can sort multiple pages, copy either two or four pages onto one page, and create a poster size copy of a photograph.

4in1

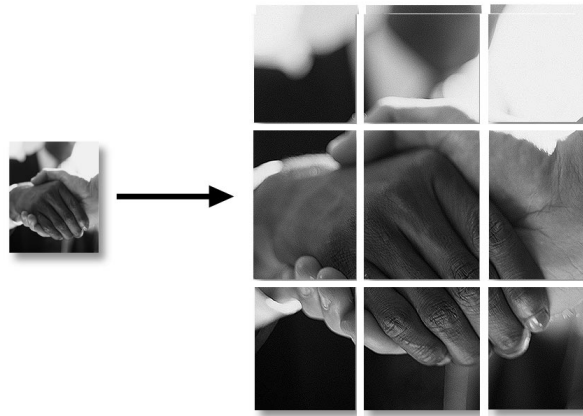


2in1



Poster

You can create a poster size copy of a photograph.



AUTO reduction ratio cannot be used if you are copying onto paper that is not the same size as the original. For the 2in1 and 4in1 copy options, you must use a pre-set ratio. Poster must stay at 100%.

- 1 Insert the documents in the feeder or on the glass platten.
- 2 Press **Option**.

OPTIONS: SORT
SELECT ← → & SET

- 3 Press or to select **SORT**, **2 IN 1**, **4 IN 1** or **POSTER** and press **Set**.
- 4 Press **Copy**.
- 5 Using the dial pad, enter the number of copies.
- 6 Wait five seconds—**OR**—Press **Copy** again.

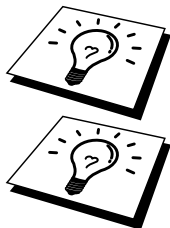
CHAPTER ELEVEN

Setting Up the Machine and Computer to Work Together

Using Brother MFC with Your PC

The MFC-9870 is a 5 in 1 multi-function center. Installing the Multi-Function Link® Unimessage Pro and other Brother software from the included CD-ROM enables you to use your MFC as a printer and a scanner and to send and receive fax with Windows® applications.

Before You Install Multi-Function Link[®] Unimessage Pro



If you have a USB cable (For Windows[®] 98 users only), see “Using a USB Cable to Connect Brother MFC to a PC” in this chapter.

If you don't have a USB cable, see “Connecting Brother MFC to PC Using Parallel Cable” in this chapter.

Computer Requirements

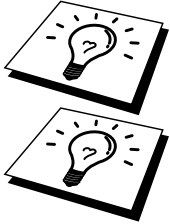
Recommended system requirements for the communication software suite provided are:

- Windows[®] 95, 98, NT[®] Workstation Version 4.0
- IBM PC Pentium 120 (200 recommended) or higher
- 16 MB Ram [32 MB Highly Recommended]
- 50 MB of Hard Disk Space
- CD Rom Drive

NOTE: Use only a shielded IEEE 1284 compliant Interface cable that is, less than 6 feet long (1.8 meters), or a USB cable.

Separate software for Win 3.1/3.11 can be ordered Brother if required.

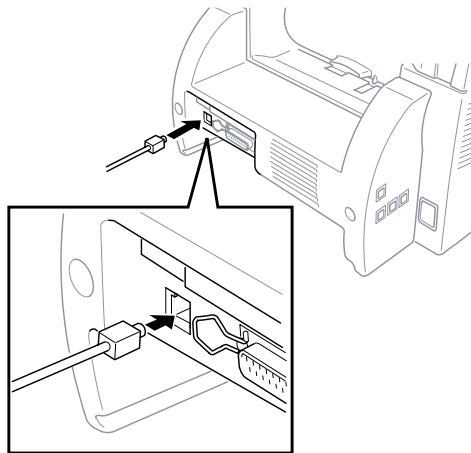
Using a USB Cable to Connect Brother MFC to a PC (Using Windows® 98 Only)



Please find your Windows® 98 CD-ROM before you begin.

A USB cable is not included with your Brother machine. Before you can set up the USB interface, you must purchase a standard USB cable. Or, if you prefer to set up the parallel cable, please see “Connecting Brother MFC to PC Using Parallel Cable”.

- 1** After you have set up the MFC and checked that it is working properly, make sure your MFC is turned on and your PC is turned off.
- 2** Connect the USB cable to both the MFC and the PC.



- 3** Turn on your PC.

- 4 When the Add New Hardware Wizard screen appears, click **Next**.



- 5 Select **[Recommended]** and click **Next**.



Installing Brother Software Using a USB Cable

- 1 Insert the **MFL Unimessage Pro CD-ROM** into your CD-ROM drive.
- 2 Select **Specify a location** and remove the other check marks, then click **Browse** to locate the file.



- 3 Double-click on the **CD** icon and click on the **Win98usb** folder, then click **OK**.



- 4 Select **Specify a location** and click **Next**.



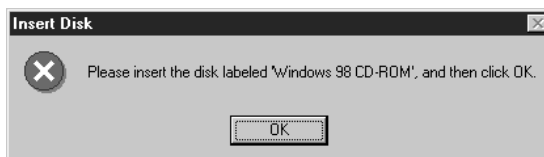
- 5 Select **[Recommended]** and click **Next**.



- 6 Confirm the choice is **Brother MFC USB Composite Device** and click **Next**.



- 7 When the Insert Disk Wizard appears, remove the MFL CD-ROM and insert your **Windows 98 CD-ROM** (to get the Windows® standard driver) and click **OK**.



- 8 After the file is copied, the Add New Hardware Wizard reappears. Remove the Windows 98 CD-ROM and reinsert the **MFL CD-ROM** and click **Finish**.



- 9 After the **MFC USB Composite Device** is installed and the Add New Hardware Wizard reappears, click **Next**.



- 10 Select **[Recommended]** and click **Next**.



- 11 Select **Specify a location** and click **Next**.



- 12** Confirm the choice is **Brother MFC USB Port(FaxModem)** and click **Next**.

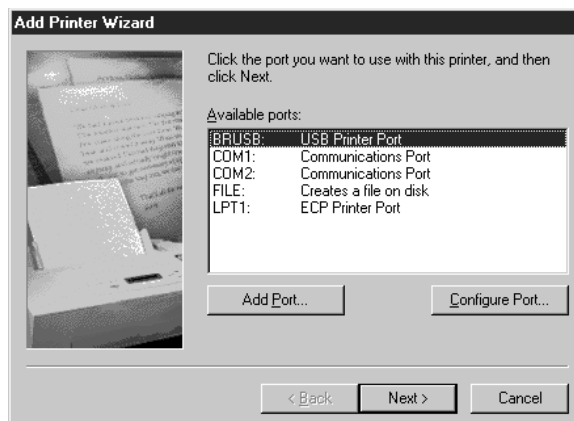


- 13** When the Add New Hardware Wizard displays the message that installation of the FaxModem and its USB driver is completed, click **Finish**.

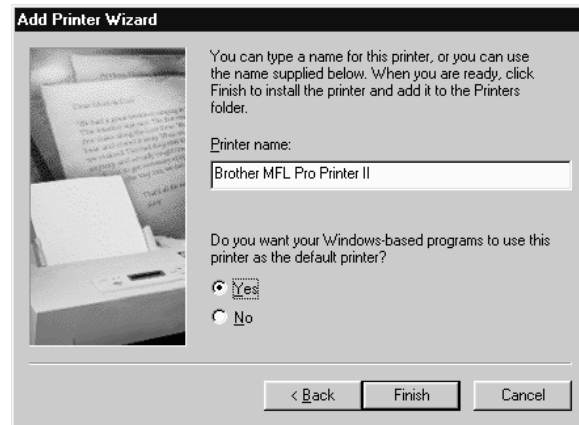


Repeat Steps 9-13 two more times (for the Scanner Driver, then Printer Driver).

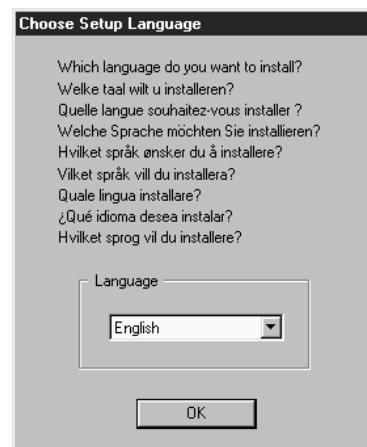
- 14** After the USB Composite Device, FaxModem, Scanner and Printer Driver have been installed, select **BRUSB: USB Printer Port** as the printer port and click **Next**.



- 15** Type **Brother MFL Pro Printer II** as the name of Printer name and click **Finish**.



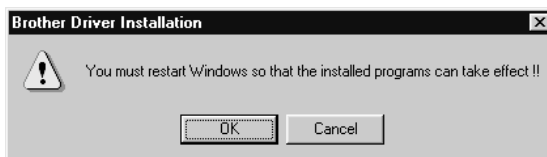
- 16** Select your language and click **OK**.



- 17** When the Add New Hardware Wizard displays the message that the software (drivers for FaxModem, Scanner and Printer) have been installed, click **Finish**.



- 18** Click **OK**. Windows will restart automatically.

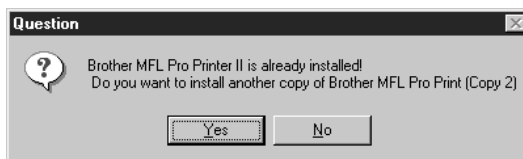


- 19** Reboot your PC. The MFL Unimessage Pro CD-ROM should auto run and you will be presented with the screen bellow: —



Please follow the on screen prompts to install the Multi-Function Link® Unimessage Pro software which is described in the software's Quick Start Guide [supplied with the MFL Unimessage Pro CD-ROM].

If you have installed both the USB Drivers [as described in the chapter] and the Resource Manager [which uses the parallel port], you may be prompted with the message below. Click **NO** to use the software via the USB port:—



After you install the Multi-Function Link® Unimessage Pro Software and restart your PC, the MFC Remote Setup dialog box will be displayed on your PC screen. MFC Remote Setup allows you to quickly set up your MFC by taking advantage of the ease and speed of programming on your PC. When you access this application, the settings on the MFC will be displayed on your PC so you can change them as needed and then download them to the MFC.

Software for your MFC-9870

Software/Drivers

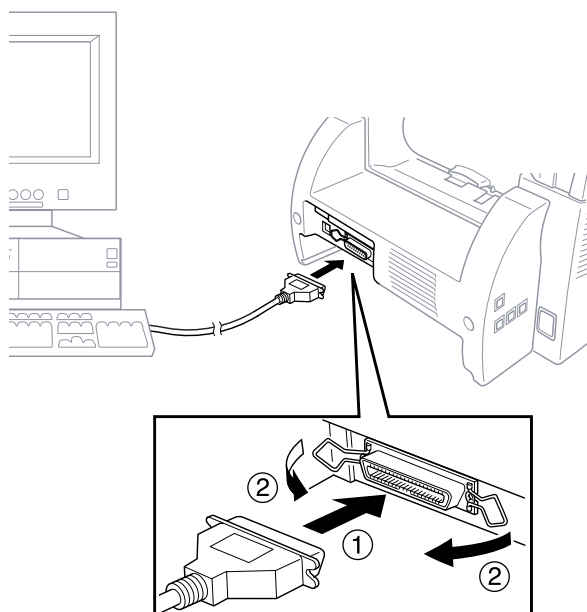
The following software is provided to optimize the use of your MFC-9870. The software can run under Windows® 95, 98 and Windows NT® Workstation Version 4.0.

- **Printer Driver***- The printer driver creates the print data from the applications, controls transmission and makes settings for printing. It is necessary to install the MFC-9870 printer driver into your PC for printing.
- **Scanner Driver***-The MFC-9870 scanner driver is TWAIN compliant. You can use the scanner directly from TWAIN compliant applications. In the scanner driver you can change settings for scanning.
- **Maintenance Utility for DOS-**
This is utility software running under MS-DOS. If you are not using Windows, you can use the machine's HP/Laserjet IIP emulation to print. Some settings which are unique to the machine and maintenance operations can be made with this utility.
- **MFL Unimessage Pro Software-**
This software allows you to send and receive faxes with your PC, please refer to the MFL Unimessage Pro Manual for further information. *The Brother Resource Manager must be installed to use this software.*

* These drivers are supplied within the Brother Resource Manager.

Connecting Brother MFC to a PC Using a Parallel Cable

- 1 Make sure you have an IEEE 1284 compliant, bi-directional parallel interface cable.
- 2 Disconnect the telephone line cord, then unplug the machine power cord from the electrical outlet before connecting the parallel interface cable.
- 3 Make sure your computer is off and unplugged from electrical power before you connect the interface cable.
- 4 Connect the interface cable to the parallel interface port on the back of the machine, and secure with the wire clips.
- 5 Connect the interface cable to the printer port of your computer, and secure with the two screws. (To locate your computer's printer port, see your computer's user guide.)



- 6 Ensure the machine is switched on before you plug the PC into the electric socket, then switch on the PC.



If you are using Windows® 95, after you connect Brother MFC to a Computer, you may see “New Hardware Found Brother MFC-9870” during startup.

You can select “Do not install a driver (Windows® will not prompt you again).” and click **OK**, so Windows® will not display this dialog box again.

—**OR**—

If you see “Update Device Driver Wizard”, Click **Next** to bypass the Windows® Plug and Play Printer Driver screens, followed by **Finish**.

If you are using Windows® 98, you may see the “Add New Hardware Wizard” during startup, follow the instructions from the installer, then click **Next**. Click **Finish** when it appears on the screen.

Installing the Software/Drivers under Windows®

All the software and drivers are supplied on a single CD. An Auto-Install program will guide you through most of the installation process.

- 1 Make sure that your machine is connected to your computer and that the machine is switched on.
- 2 Turn your computer on and start Windows®.
- 3 Insert the CD-ROM into your CD-ROM Drive. Windows® 95/98/NT4.0 will be detected automatically, and if possible the Auto-Installer will run automatically. If the Auto-Installer does not run after a few seconds, you can run it by:-
 - A) Click the **START** button and then select **RUN** from the **Start Menu**.
 - B) Type X:\SETUP.EXE” [where X is your CD-ROM Drive] in the command line box.
 - C) Click on **OK**.

YOU CAN EXIT FROM THE AUTO-INSTALLER AT ANY TIME BY CLICKING ON THE ICON IN THE BOTTOM RIGHT HAND CORNER OF YOUR SCREEN.

- 4 From the Auto-Installer Select your preferred language by double clicking on it with your mouse.
- 5 The MFC-9870 is a parallel laser device so select this option, again by double clicking.
- 6 Select **STEP 1** and install the **Brother Resource Manager**. You can either install the software now or make floppies*. Follow the onscreen prompts and re-boot your PC when instructed to do so.



If you wish to install **MFL Unimessage Pro**, repeat Steps 3 to 5, then select **STEP 2** to install MFL Unimessage Pro. Again following the onscreen prompts and re-booting your PC when instructed to do so.

7 When installation is complete remove the CD-ROM from the drive.

* You can make floppy disks to install the software on another PC without a CD-ROM Drive. When making the floppy disks, label the first one **disk 1**, the second **disk 2** and so on until the program completes. To install from floppy insert **disk 1** in your floppy disk drive and type A:\SETUP.EXE" where A is your floppy disk drive [see step 3 for more details].

..... *Installing the Maintenance Utility on MS-DOS®*

How to Use the MFC with Your DOS Application Software

Before working with your application software that runs on DOS, check that the machine's name appears in the printer selection of your application software. If the machine is not listed, you must select the printer that corresponds to HP LaserJet IIP's emulations.

The following table shows combinations of printer drivers and emulation mode. To get the most out of this machine, you should install an HP printer driver in your application software.

Printer driver supported in your application software	Emulation mode to be selected with the remote printer console program
HP LaserJet IIP™	HP LaserJet IIP emulation mode
HP LaserJet II™	Auto emulation selection

- Be sure to choose the proper printer driver in your application software.
- Be sure the printing resolution is set to 300 dpi in your DOS application software.

What Does the Remote Printer Console Do?

The Remote Printer Console (RPC) is a utility program that can run in the DOS environment and comprises the following two programs:

Remote Printer Console Main Program

This program allows you to change various printer settings such as emulation, print quality, fonts, page setup etc., from your computer screen. Since most DOS applications have a Printer Settings menu that overrides the settings made by the RPC, you may not have to use this utility program. This utility program is useful for application software that does not control the printer's settings and features.

Printer Status Monitor Program

This utility program can monitor your printer's status using bi-directional parallel communications. This utility program stays resident in your computer memory (Terminate-and-Stay Resident program) and runs in the background.

Installing the Remote Printer Console

Before you install the program, make sure you have the following hardware and software to install the program:

DOS	Version 3.3 or later
Monitor	EGA/VGA or compatible
Option	Mouse; the mouse driver must be installed. (You can also operate the program with the keyboard.)

Follow these steps to install the remote printer console program:

- 1 Make sure your machine is connected to your computer and it is set to Online.
- 2 Start your computer and go to the DOS prompt. If you are in Windows®, exit and return to the DOS prompt.
- 3 Insert the Brother CD-ROM into your CD-ROM drive (substitute your appropriate drive letter for "X").
- 4 At the DOS prompt (C:\>) type X: (X is the letter of your CD-ROM drive) and press Enter.

```
C:\>X:
```

- 5 Type CD DOS and press Enter.

```
X:\>CD DOS
```

- 6 Type RPCSETUP and press Enter.

`X:\DOS>RPCSETUP`

- 7 Follow the instructions from the installer.

Running the Remote Printer Console Main Program

Type `C:\RPCX>RPCX` and press the Enter key to start the Remote Printer Console main program.

The Main Screen will appear on your computer screen.

- Do not use this program from a DOS window running under Windows.

CHAPTER TWELVE

Using the Machine as a Printer

Special Printing Features

Windows® Printing

The dedicated printer driver and TrueType™ - compatible fonts for Microsoft® Windows® 95, 98 and Windows NT® Workstation Version 4.0 are available on the CD-ROM supplied with your machine. You can easily install them into your Windows® system using our installer program. The driver supports our unique compression mode to enhance printing speed in Windows® applications, and allows you to set various printer settings including economy printing mode and custom paper size.

Alternate Printer Emulation Support

This printer supports HP LaserJet IIP printer emulation mode. When you use DOS application software, you can use the emulation mode of HP LaserJet IIP to operate the printer. Use the Remote Printer Console program to set the printer emulation.

Remote Printer Console Program for DOS

The CD-ROM supplied with your machine provides you with Remote Printer Console (RPC), a utility program. When you operate your computer in the Disk Operating System (DOS) environment, this program lets you easily change the printer's default settings (such as fonts, page setup, emulations, etc.).

The RPC program also provides a status monitor program, a Terminate-and-Stay Resident (TSR) program. It monitors the printer status while running in the background, and reports the current status or errors on your computer screen.

Bi-directional Parallel Interface

The bi-directional interface lets the machine communicate with the computer, sending information about memory and printer setup conditions. The Remote Printer Console and Windows® 95, 98 or Windows NT® Workstation 4.0 drivers support the bi-directional mode and can report the printer status to the computer.

Printing From Your PC

Paper Cassette

The machine's paper cassette can feed plain paper and transparencies. When the machine receives data from your computer, it begins the print process by loading paper from the paper cassette. Insert the sheet of paper with the side you wish to print on face down in the paper cassette.

■ Select the print command from your PC.

Your PC sends a print command and data to the machine. The screen displays the date and time, and **RECEIVING DATA**. If there are more pages, the machine begins to print the next page automatically. When the machine finishes printing all data, it returns to online status.



*See
“Acceptable
Paper” in this
chapter*



You may select the proper paper source, paper size, and orientation in your application software.

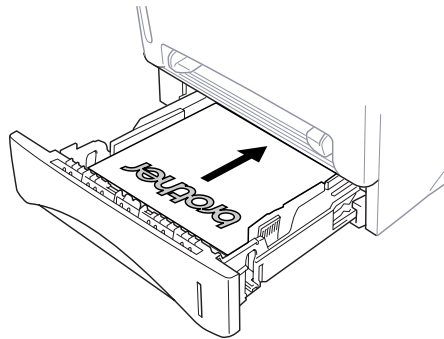
If your application software does not support your custom paper size, select the next larger paper size. Then adjust the print area by changing the right and left margins in your application software.

When you use labels, envelopes, organizer paper, card stock or thicker paper, be sure to use the manual feed slot.

Two-Sided Printing (Manual Duplexing)

The supplied printer driver for Windows® 95, 98 and for Windows NT® Workstation Version 4.0 enables manual duplex printing. (For more information, see the Help screen for the printer driver.)

If you are using Parallel Cable, please select LPT1 on the printer driver. The machine prints all the even-numbered pages on one side of the paper first. Then, the Windows® driver instructs you (with a pop-up message) to reinsert the paper. Before reinserting the paper, straighten it well, or you may get a paper jam. Very thin or very thick paper is not recommended.



Manual Feed Slot

Your machine has a manual feed slot above the paper cassette. You can load envelopes and special print media *one at a time* into this slot. You do not have to remove paper from the paper cassette. (For information about acceptable paper see, “Printing on Envelops Thicker Paper and Card Stock” in this chapter.) Insert the sheet of paper with the side you wish to print on face up in the manual feed slot.

Use the manual feed slot to print or copy on labels, envelopes, card stock or thicker paper.

If you use labels and envelopes, they must be of a type suitable for use with a laser printer. If you use incorrect types it is possible to damage or contaminate the drum surface and cause printing problems.

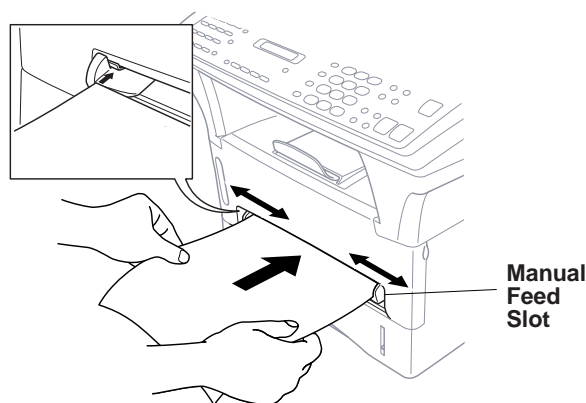
See
“Printing on
Envelops,
Thicker
Paper and
Card Stock”
in this
chapter



Loading One Sheet of Paper

Insert the sheet of paper with the side you wish to print on face up in the manual feed slot. You do not have to choose manual feed in the Setup dialog box of your printer driver.

- 1 Adjust the paper guide of the manual feed slot to the width of the paper you're using.
- 2 Insert a single sheet of paper into the manual feed slot until the front edge touches the paper feed rollers. Let go of the paper as the machine pull it into position.



Loading more than One Sheet of Paper

- 1 Open the Setup dialog box of the Windows® printer driver and select Manual Feed in the Paper Source section. Follow Steps 1 and 2 above to load the first page. The machine starts printing automatically.
- 2 After the first page is printed, the screen displays:

MANUAL FEED
PRESS FF/CONT

Insert the next sheet of paper to resume printing.

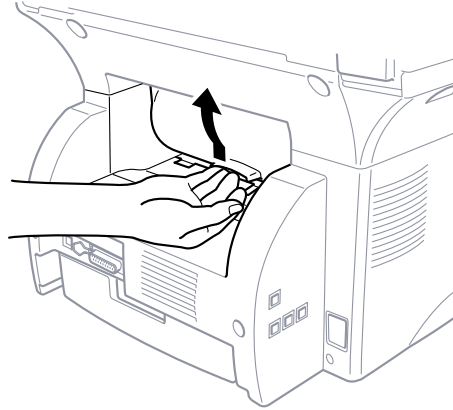
- 3 Repeat Steps 1 and 2 until you have finished printing.
- When you use the manual feed slot, it is best to first press **Print Priority**. This allows you to print PC data without interruption from incoming faxes. Incoming faxes will be stored in the machine's memory. To continue printing PC data, press **FF/Cont** after each page has printed.
 - To stop or clear the manual feed, turn the machine offline by pressing the **On/Off Line** key then, press **Shift** and **Test/Reset** — **OR**— you can stop it with a PC command.
 - If you do not select manual paper feed, and insert a page in the manual feed slot, the machine will load the first page from the manual feed slot and subsequent pages from the paper cassette.



Printing on Envelops, Thicker Paper and Card Stock

When the rear cover is lifted up, the machine has a straight paper path from the manual feed slot to the rear of the printer. Use this paper feed and output method when you want to print on thicker paper or card stock.

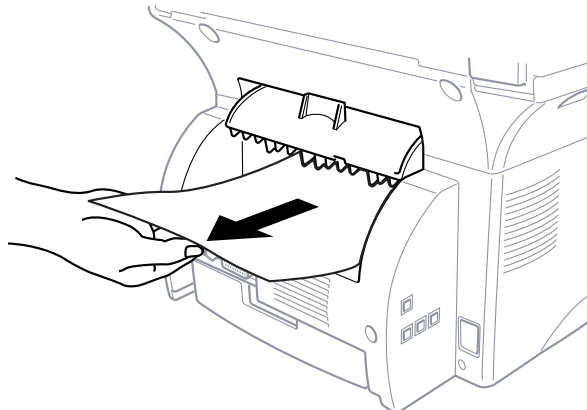
- 1 Lift up the rear cover at the rear of the machine.



- 2 Adjust the manual feed paper guides to the width of the paper you're using.
- 3 Insert a single sheet of paper into the manual feed slot until the front edge touches the paper feed rollers. Let go of the paper as the machine pulls it into position.
- 4 Select manual feed mode in the printer driver.
- 5 Send the print data as usual.
- 6 After the machine ejects the printed page, return to Step 3 to insert the next sheet of paper. The machine will wait until you insert the next sheet of paper. Repeat for each page to be printed.
- 7 When you have finished printing, close the rear cover of the machine.



To prevent the possibility of transparencies smudging as they stack in the output bin, remove each transparency after it exits.

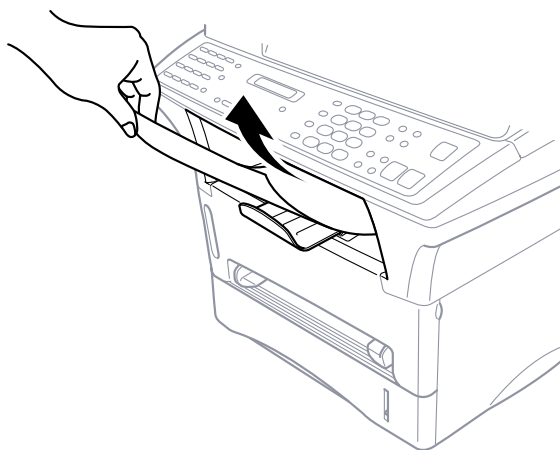


Face Down Output Bin

The machine ejects paper with printed surfaces *face down* into the output bin in the front of the machine. Pull out the output bin extension to support the printed pages.



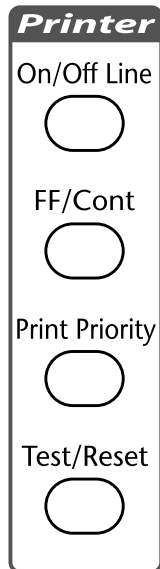
To prevent the possibility of transparencies smudging as they stack in the output bin, remove each transparency after it exits.



Simultaneous Printing/Faxing

Your machine can print data from your computer while sending or receiving a fax, or while scanning information into the computer. However, when the machine is copying or receiving a fax on paper, it pauses the PC printing operation, and resumes when copying or fax receiving is complete. Fax sending and receiving continues during PC printing/copying.

Printer Operation Keys



On/Off Line Key

This key toggles the machine's On Line and Off Line print status, which appears on the display. If you press this key while printing, the machine stops printing and goes offline. Press **On/Off Line** again to resume printing.

FF/Cont Key

This key sets the machine for Form Feed, Continue (Cont) Key.

When the screen displays **REMAINED DATA**, press **On/Off Line**, then press **FF/Cont**. The machine prints any data remaining in the printer memory.

If an error occurs, such as a memory full condition, press **FF/Cont** to clear the error and continue operation.

If you press **FF/Cont** while the screen display **MANUAL FEED** the machine starts feeding paper from the paper cassette.

Print Priority Key

When you press **Print Priority**, the machine enters printer mode, and will not print faxes on paper. Instead, faxes are stored in memory until you press **Print Priority** again.

Test/Reset Key

You can use this key to print a test sample page. Press **On/Off Line**, then press **Test/Reset** (the printer cannot print a test sample page if it is online). The machine prints a test sample page.

You can also use this key to clear data from the memory and to reset the printer to default settings. Press **On/Off Line** and then press **Test/Reset** and **Shift** at the same time; all data is cleared from the printer memory.

Printer Menu Functions

Printing the Internal Font List

You can print a list of the machine's internal (or resident) fonts to see how each font looks before you select it.

- 1 Press **Menu**.
- 2 Press **2, 1, 1**.
- 3 Press **Start**. The machine prints the list.
- 4 Press **Stop** to exit.

Printing the Print Configuration List

You can print a list of current settings for the printer.

- 1 Press **Menu**.
- 2 Press **2, 1, 2**.
- 3 Press **Start**. The machine prints the settings.
- 4 Press **Stop** to exit.

Restoring Factory Default Settings

You can return the machine to original factory settings. Permanent fonts are restored, but macros are cleared. You can change user settings using the Remote Printer Console program.

- 1 Press **Menu 2, 2, 1**. The screen displays

1 . RESET 2 . QUIT

- 2 Please choose **1** to restore the factory setting. —OR— Press **2** to exit without making a change.
- 3 Press **Stop** to exit.

Printing PC Data in Hexadecimal

You can print data as hexadecimal values, so that you can check data errors and problems. If you select **HEX DUMP MODE**, all PC data is printed hexadecimal. Reset by pressing **On/Off Line** then **Shift** and **Test/Reset** at the same time.

- 1 Press **Menu 2, 2, 2**. The screen displays

1 . SET 2 . QUIT

- 2 Press **1** to set PC to print in hexadecimal mode. —**OR**— Press **2** to exit.
- 3 Press **Stop** to exit.

Acceptable Paper

To achieve high quality printing from your machine, it's very important to select the right kind of paper.

Paper Type	Paper Size
Cut sheet	A4, Letter, B5, A5, A6, Executive, Custom size 70-216 x 116-356 mm (2.75-8.5 x 4.57-14 inches)
Envelopes	DL, C5, COM-10, Monarch
Post Card	70-216 x 116-356 mm (2.75-8.5 x 4.57-14 inches)
Organizer	Day-Timer® J, K, L 70-216 x 116-356 mm (2.75-8.5 x 4.57-14 inches)
Labels and Transparencies	70-216 x 116-356 mm (2.75-8.5 x 4.57-14 inches)

Paper Capacity in Paper Cassette

Up to 27 mm (1.06 inches) in height (up to the mark) Approx. 250 sheets of 75 g/m² (20 lb), or 10 transparencies

	Cut Sheet
Basis Weight	17 to 28 lb. (64 to 105 g/m ²)
Caliper	0.08 to 0.13 mm (0.003 to 0.005 in.)
Moisture Content	4% to 6% by weight
Smoothness	100 to 250 (Sheffield)

Manual Feed Slot

	Cut Sheet	Envelope
Basis Weight	17 to 42 lb. (64 to 158 g/m ²)	20 to 24 lb. (75 to 90 g/m ²)
Caliper	0.08 to 0.2 mm (0.003 to 0.008 in.)	0.084 to 0.14 mm (0.003 to 0.005 in.)
Moisture Content	4% to 6% by weight	4% to 6% by weight
Smoothness	100 to 250 (Sheffield)	100 to 250 (Sheffield)

Recommended paper types:

Cut sheet: Xerox 4200
 Label: Avery laser label or equivalent
 Transparency: 3M CG3300 for laser printers or equivalent
 Output Tray: Approx. 150 sheets of 75 g/m² (20 lb) A4/Letter paper

CHAPTER THIRTEEN

Optional Accessories

Memory Board

The memory board is installed on the main controller board inside the machine. When you add the optional memory board, it increases the performance modes for both fax and printer operations. A special Brother memory board is available from your Brother dealer. Be careful to purchase the appropriate memory board for your needs.

Optional Memory for the Printer & Fax Operations

For the Printer and Fax Sending

The MFC has 4 MB of memory for the printer and fax sending operation. Additional memory is useful and may be necessary if you want to download many different fonts or want to print a very complex document. 8 MB (**ME8000**) or 16 MB (**ME16000**) of Optional Memory is available.

For the Fax Receiving

The MFC has 2 MB of memory for the fax receiving operation. Additional memory is available and will expand the memory available for receiving faxes. 2 MB (**ME2050**) or 4 MB (**ME4050**) of Optional Memory is available.

	Standard	Optional Memory	Total
For the Fax Receiving	2 MB (up to 150 pages)	2 MB or 4 MB	4 MB or 6 MB
For the Printer and Fax Sending	3 MB (up to 250 pages)	8 MB or 16 MB	11 MB or 19 MB

Using ITU-T #1 Chart with JBIG coding and Standard Resolution.

Optional Paper Tray

You can purchase the Paper Tray accessory (**LT400**) to use as a third paper source. The paper tray holds up to 250 sheets of 20 lb (75 m/g²) paper.

Network (LAN) Board

When you add the Network (LAN) Board (NC-8000), you can connect your machine into the network and use Internet FAX, FAX Gateway, Network Scanner and Network Printer and Network Management functions.

CHAPTER FOURTEEN

Important Information

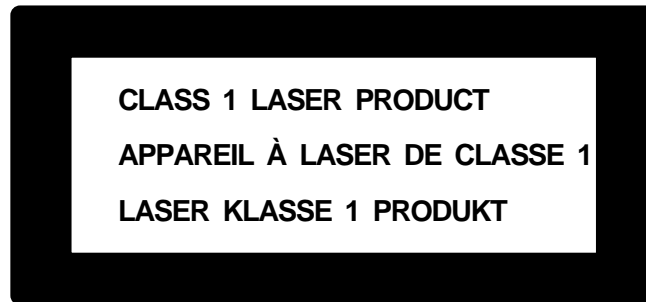
Important Safety Instructions

- 1** Read all of these instructions.
- 2** Save them for later reference.
- 3** Follow all warnings and instructions marked on the product.
- 4** Unplug this product from the telephone and AC sockets (in this order) before cleaning. Do not use liquid or aerosol cleaners. Use a damp cloth for cleaning.
- 5** Do not place this product on an unstable surface.
- 6** Slots and openings in the case and the back or bottom are provided for ventilation; to ensure reliable operation of the product and to protect it from overheating, these openings must not be blocked or covered. The openings should never be blocked by placing the product on a bed, sofa, rug, or other similar soft surface. This product should never be placed near or over a radiator or heater. This product should not be placed in a built-in installation unless proper ventilation is provided.
- 7** This product should be operated from the type of power source indicated on the label. If you are not sure of the type of power available, consult with your dealer or local power company.
- 8** This product is equipped with a 3-wire earthed plug. This plug will fit into only an earthed socket. This is a safety feature. If you are unable to insert the plug into the outlet, contact your electrician to replace your obsolete socket. Do not defeat the purpose of an earthed plug.
- 9** Do not allow anything to rest on the power cord. Do not locate this product where people can walk on the cord.
- 10** Do not place anything in front of the machine that will block received faxes. Do not place anything in the path of received faxes.
- 11** Do not touch a document during printing.

- 12** Never push objects of any kind into this product through cabinet slots, since they may touch dangerous voltage points or short out parts resulting in a risk of fire or electric shock. Never spill liquid of any kind on the product.
- 13** Do not attempt to service this product yourself, because opening or removing covers may expose you to dangerous voltage points and/or other risks. Refer all servicing to service personnel.
- 14** This product has no mains ON/OFF switch. It is therefore highly important that access to the mains plug and the mains socket to which the plug is connected, is never obstructed, in case for some reason the mains power to the machine must be quickly disconnected.
- 15** Unplug this product from the mains power and telephone line sockets, and refer servicing to qualified service personnel under the following conditions:
 - A** When the power cord is damaged or frayed.
 - B** If liquid has been spilled into the product.
 - C** If the product has been exposed to rain or water.
 - D** If the product does not operate normally when the operating instructions are followed. Adjust only those controls that are covered by the operating instructions. Improper adjustment of other controls may result in damage and will often require extensive work by a qualified technician to restore the product to normal operation.
 - E** If the product has been dropped or the cabinet has been damaged.
 - F** If the product exhibits a distinct change in performance, indicating a need for service.

IEC 825 Specification

This machine is a Class 1 laser product as defined in IEC 825 specifications. The label shown below is attached in countries where required.



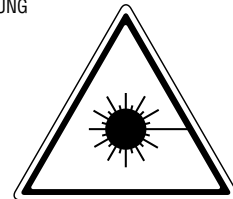
This machine has a Class 3B Laser Diode which emits invisible laser radiation in the Scanner Unit. The Scanner Unit should not be opened under any circumstances.

Caution

Use of controls, adjustments or performance of procedures other than those specified in this manual may result in hazardous radiation exposure.

The following caution label is attached near the scanner unit.

CAUTION	INVISIBLE LASER RADIATION WHEN OPEN AND INTERLOCK DEFEATED. AVOID DIRECT EXPOSURE TO BEAM. CLASS 3B LASER PRODUCT.
ADVARSEL	USYNLIG LASER STRÅLING NÅR KABINETLÅGET STÅR ÅBENT. UNNGÅ DIREKTE UDSÆTTELSE FOR STRÅLING. KLASSE 3B LASER.
VARNING	OSYNLIG LASERSTRÅLNING HÄR DENNA DEL ÄR ÖPPNAD OCH SPÄRRAR ÄR URKOPPLADE. STRÅLEN ÄR FARLIG. KLASSE 3B LASER APPARAT.
VARO!	AVATTAESSA JA SUOJALUKITUS OHITETTAESSA OLET ALTTIINA NÄKYMÄTTÖMÄLLE LASERSÄTEILYLLE. ÄLÄ KATSO SÄTEESEEN. LUOKAN 3B LASERLAITE.
ADVARSEL	USYNLIG LASERSTRÅLING, UNNGÅ DIREKTE KONTAKT MED LASERENHETEN NÅR TOPPDEKSELET ER ÅPENT. KLASSE 3B LASERPRODUKT.
ATTENTION	RADIATIONS LASER INVISIBLES QUAND OUVERT ET VERROUILLAGE ENLEVÉ. EVITER EXPOSITIONS DIRECTES AU FAISCEAU. PRODUIT LASER CLASSE 3B.
VORSICHT	UNSICHTBARE LASERSTRAHLUNG WENN ABDECKUNG GEÖFFNET UND SICHERHEITSVERRIEGELUNG ÜBERBRÜCKT. NICHT DEM STRAHL AUSSETZEN. SICHERHEITSKLASSE 3B.
ATENCIÓN	RADIACIÓN LASER INVISIBLE CUANDO SE ABRE LA TAPA Y EL INTERRUPTOR INTERNO ESTÁ ATASCADO. EVITE LA EXPOSICIÓN DIRECTA DE LOS OJOS. PRODUCTO LASER CLASE 3B.



Radio Interference (For 220-240 V Model Only)

This apparatus complies with EN55022/Class B and EN55024.

For Your Safety

To ensure safe operation the three-pin plug supplied must be inserted only into a standard three-pin power point which is effectively grounded through the normal household wiring.

Extension cords used with the equipment must be three-conductor and be correctly wired to provide connection to ground.

The fact that the equipment operates satisfactorily does not imply that the power is grounded and that the installation is completely safe. For your safety, if in any doubt about the effective grounding of the power, consult a qualified electrician.

IEC 825 Laser Class

CLASS 1 LASER PRODUCT.

Disconnect device

The equipment must be installed near the socket outlet which must be easily accessible.

IMPORTANT

If the socket outlet is not compatible with the mains plug as fitted, then remove the plug from the mains cord and fit an appropriate three pin plug. If the replacement plug is intended to take a fuse then fit the same fuse as the original.

If a moulded plug is severed from the power cord then it should be destroyed because a plug with cut wires is dangerous if plugged into a live socket outlet. Do not leave it where a child might find it.

In the event of replacing the plug fuse, fit a fuse approved by ASTA to BS1362 with the same rating as the original fuse.

Always replace the fuse cover. Never use a plug with the cover omitted.

WARNING - THIS PRINTER MUST BE PROPERLY EARTHED.

The wires in the supplied mains cord are the following colours:

Green and yellow: Ground

Blue: Neutral

Brown: Live

CHAPTER FIFTEEN

Troubleshooting and Maintenance

Troubleshooting

Error Messages

As with any sophisticated office product, errors may sometimes occur. If this happens, your MFC often identifies the problem and displays an error message. The table below explains the most common error messages.

ERROR MESSAGES		
ERROR MESSAGE	CAUSE	ACTION
CHANGE DRUM SOON	The drum unit is near the end of its life.	If you have a print quality problem, replace the drum unit with a new one.
	The drum counter was not reset.	1. Open the front cover and press Clear . 2. Press 1 to reset.
CHECK PAPER CHECK PAPER #1 CHECK PAPER #2	The machine is out of paper or paper is not properly loaded in the paper cassette.	Refill the paper or remove the paper and load it again.
CHECK CASSETTE	MFC cassette is not installed properly.	Install cassette properly.
CHECK SCAN LOCK	The scanner lock is locked.	Release the scanner lock lever and press Stop . If you see MACHINE ERROR AF (or AE), stop operation and contact your Brother dealer for service.
COMM. ERROR	Poor phone line quality caused communication error.	Try the call again. If problem continues, call Telephone Company to check your phone line.
CONNECTION FAIL	You tried to poll a fax machine that is not in Polled Waiting mode.	Verify the other party's polling setup.
COOLING DOWN	The temperature of the drum unit or toner cartridge is too hot. The machine will pause its current print job and go into cooling down mode. During the cooling down mode, you will hear the cooling fan running while the display on the machine shows COOLING DOWN .	You must wait 20 minutes for it to cool.

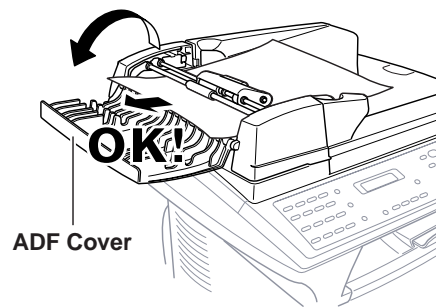
ERROR MESSAGE	CAUSE	ACTION
COVER OPEN	The front cover was not completely closed.	Open, then close, the front cover.
DISCONNECTED	The other party or other party's fax machine terminated the call.	Try to transmit, calling the other party to see what happened or receive again.
DOCUMENT JAM	Documents were not inserted or fed properly or document was too long.	Do not pull paper out until you see "Document Jam" in this chapter.
DOWNLOAD FULL	The download buffer is full.	Press FF/Cont . Printing will resume (the downloading is canceled).
MACHINE ERROR XX	MFC has a mechanical problem	Cut the power off. Then contact your Brother dealer for service.
MEMORY FULL	You can't store data in the memory.	See Memory Full Message in chap. 10.
NO RESPONSE/BUSY	The number you dialled does not answer or is busy.	Verify the number and try again.
NOT ASSIGNED	You tried to access a One Touch or Speed Dial number that is not programmed.	Set up the One Touch or Speed Dial number. See chap. 7.
PLS CLEAN DRUM	The primary corona wire of drum unit is dirty.	Clean the primary corona wire of drum unit.
PLS OPEN COVER	A page, piece of paper or paper clip, etc. may be jammed inside the machine.	Open the front cover. If you see any jammed paper or other item, gently pull it out, then close the front cover. If the error message remains, open and close the front cover again. If the machine cannot reset itself and return to the date and time prompt, it will display MACHINE ERROR XX . Please call your Brother dealer for service.
PRINTER JAM	The recording paper is jammed in the MFC.	See Printer Jam in this chapter.
TONER EMPTY	Toner cartridge is not installed. Toner is used up and printing is not possible.	Reinstall the toner cartridge. Replace the toner cartridge with a new one. (See "Replacing the Toner Cartridge" in this chapter).
CHANGE TONER	If the display shows CHANGE TONER and at the same time the Toner Empty LED on the control panel flashes on and off, you can still print. But the toner is depleted and the machine is telling you that the toner will soon run out.	Order a new toner cartridge now.

Document Jams and Paper Jams

Based upon where the original document or printed sheet is jammed, follow the appropriate set of instructions to remove it.

Document Jam in the Top of the ADF Unit

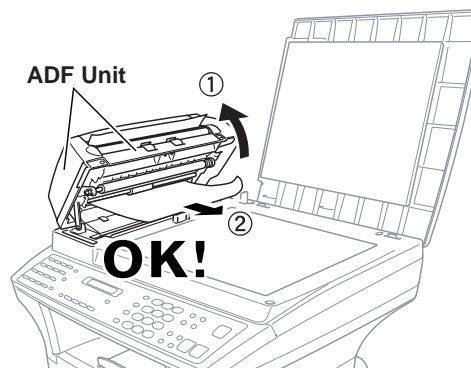
- 1 Remove any paper from the document feeder that is not jammed.



- 2 Lift the ADF cover.
- 3 Pull the jammed document out to the left.
- 4 Close the ADF cover.
- 5 Press **Stop**.

Document Jam inside the ADF Unit

- 1 Open the document cover.
- 2 Remove any paper from the document feeder that is not jammed.



- 3 Lift the ADF unit.
- 4 Pull the jammed document out to the right.
- 5 Close the ADF unit.
- 6 Press **Stop**.

Printer Jam

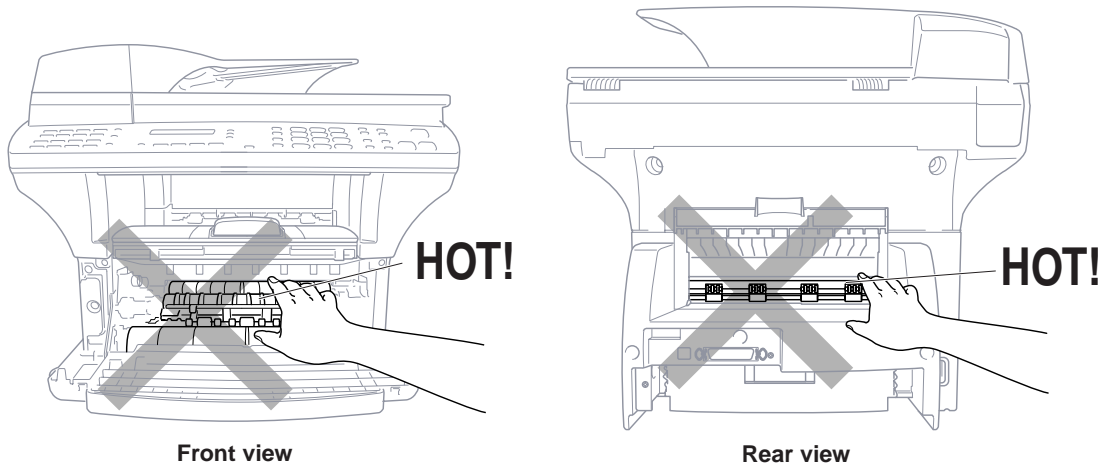
Before you can clear a paper jam error, you must find out where the paper is stuck.



WARNING

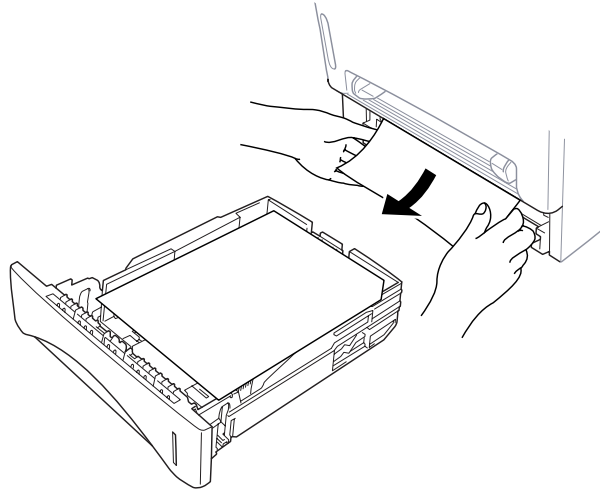
Do not force the jammed paper from the paper tray because you may damage the machine and cause toner to scatter.

After you have used the machine, some internal parts of the machine are extremely **HOT!** When you open the top cover of the machine, never touch the shaded parts shown in the following diagram.



Paper is Jammed in the Multi-purpose Paper Cassette

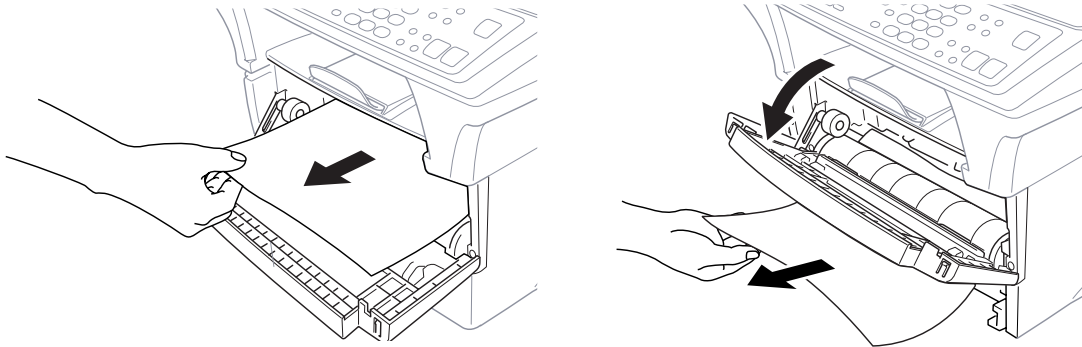
- 1 Pull the paper cassette out of the machine.
- 2 Remove any crinkled sheets.



- 3 Adjust the guides to fit.
- 4 Press down the paper to flatten it in the paper cassette.
- 5 Reinstall the paper cassette.

Paper is Jammed near the Drum Unit

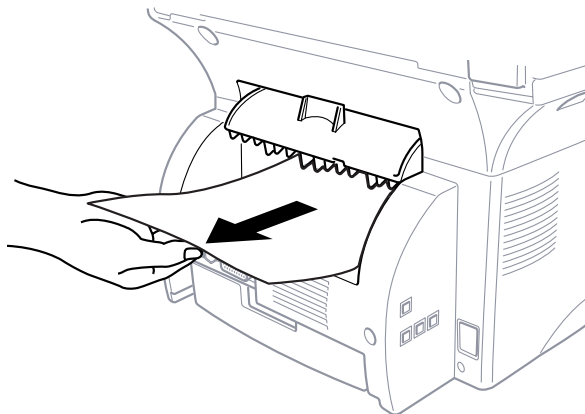
- 1 Open the front cover.
- 2 Remove the drum unit but do not force it if it cannot be removed easily. Instead, pull the edge of the jammed paper from the paper cassette.



- 3 Gently pull out the jammed paper.
- 4 Reinstall the drum unit.
- 5 Close the front cover.

Paper is Jammed in the Fuser Unit

- 1 Open the rear cover.
- 2 Pull out jammed paper. When you have to pull paper out the back of the machine, the fuser may get dirty with toner powder causing the next few printed page(s) to look messy. Print a few copies of the test page until the pages print clearly.



- 3 Close the rear cover.




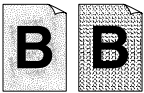



If You Are Having Difficulty with Your MFC



If you think there is a problem with your MFC, make a copy first. If the copy looks good, the problem is probably not your MFC. Check the chart below and follow the troubleshooting tips.

DIFFICULTY	SUGGESTIONS
Printing or Receiving Faxes	
Condensed Print and Horizontal Streaks / Top and Bottom of Sentences Are Cut Off	If your copy looks good, you probably had a bad connection, with static or interference on the phone line. If a copy looks worse, then call your Brother dealer for service.
Vertical streaks/black lines appear on the fax you receive	Sometimes you may see vertical streaks/black lines on the faxes you receive. Either your machine's primary corona wire for printing may be dirty, or the sending party's fax scanner may be dirty. Clean your primary corona wire, or ask the sender to make a copy to see if the problem is with the sending machine. Try receiving from another fax machine. If the problem continues, call Brother dealer for service.
Phone Line or Connections	
MFC Does Not Answer When Called	Check for dial tone. If possible, call your MFC to hear it answer. If there is still no answer, check the telephone line cord connection. If there is no ringing when you call your MFC, call your Telephone Company to check the line.
Sending Faxes	
Poor Transmitting Quality	Try changing your resolution to FINE or S.FINE . Make a copy to verify your MFC's scanner operation.
Transmission Verification Report says "Result:NG" again.	There is probably temporary noise or static on the line. Try sending the fax if the problem continues, call the Telephone Company to check your phone line.
Vertical Black Lines When Sending	If the copy you made shows the same problem, your scanner is dirty (see Cleaning the Scanner in this chapter).
Handling Incoming Calls	
Transferring a Fax Call to the MFC Code (default setting is *51).	If you answered at an extension phone, press your Remote Activation. When your MFC answers, hang up.
Custom Features on a Single Line	If you have Voice Mail, an answering machine, alarm system or any other on a single phone line with your MFC, it may create a problem sending or receiving fax data. For example: If you are sending or receiving a fax message while a custom feature signal comes through on the line, the signal can temporarily interrupt or disrupt the fax data. Brother's ECM 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.

DIFFICULTY	SUGGESTIONS
Copy Quality Difficulties	
Vertical streaks appear in copies	Sometimes you may see vertical streaks on your copies. Either the scanner or the primary corona wire for printing is dirty. Clean them both.
General Printing Difficulties	
The machine does not print.	Make sure the machine is plugged in. The toner cartridge and drum unit are installed properly. The interface cable is securely connected between the machine and computer. Check to see if LCD is showing an error message.
The machine prints unexpectedly or it prints garbage.	Unplug it. Make sure your application software is correctly set up to use the machine by checking the primary settings in your application software.
The machine cannot print full pages of a document.	The machine received a very complex print job and could not process part of the page. This may be solved in several ways. If you are using Windows® 95, 98 or Windows NT® Workstation Version 4.0 with the supplied printer driver, see the “Windows® Setup Printing Problems” section. Try to reduce the complexity of your document or reduce print resolution.
The machine prints the first couple of pages correctly, then some pages have text missing.	Your computer is not recognizing the printer’s “input buffer full” signal. Please make sure you connect the printer cable correctly.
The machine cannot print full pages of a document. A MEMORY FULL error message occurs.	Reduce the printer resolution. Reduce the complexity of your document and try again. Reduce the graphic quality or the number of font sizes within your application software. Expand the printer memory by installing one of the optional memory boards.
My headers or footers appear when I view my document on the screen but do not show up when I print them.	Most laser printers have a restricted area that will not accept print. Usually these are the first two lines and last two lines, leaves 62 printable lines. Adjust the top and bottom margins in your document to allow for this.
Scanning Difficulties	
TWAIN Errors appear while scanning.	Make sure the Brother TWAIN Driver is selected as the primary source. In PaperPort®, click File/Select Source, highlight the Brother TWAIN Driver and click Select.
Software Difficulties	
You see the “New Hardware Found” message on your PC screen (although you have already installed the drivers in Windows® 95).	Click on the ‘Do not install a driver. (Windows® will not prompt you again)’ and click ‘OK’.
You see the “Update Device Driver Wizard” or “Add New Hardware Wizard” message on your PC screen (although you have already installed the drivers in Windows 95 or 98)	Follow the instructions from the installer, then click Next. Click Finish when it appears on the screen.

DIFFICULTY	SUGGESTIONS
Software Difficulties	
“Unable to write to LPT1” or “LPT1 already in use” Error Message appears.	<ol style="list-style-type: none"> 1. Make sure the MFC is on (plugged into the AC outlet) and that it is connected directly to the computer using the bundled IEEE-1284 bi-directional parallel cable. The cable must not go through another peripheral device (such as a Zip Drive, External CD-ROM Drive, or Switch box). 2. Make sure the MFC is not displaying an error message on the LCD Display. 3. Make sure no other device drivers, which also communicate through the parallel port, are running automatically when you boot up the computer (such as, drivers for Zip Drives, External CD-ROM Drive, etc.) Suggested areas to check: (<i>Load=</i>, <i>Run=</i> command lines in the <i>win.ini</i> file or the <i>Startup</i> Group) 4. Check with you computer manufacturer to confirm that the computer’s parallel port settings in the BIOS are set to support a bi-directional machine; i.e. (Parallel Port Mode – ECP)
“MFC is Busy” or “MFC Connect Failure” Error Message appears.	
Cannot perform ‘2 in 1’ printing.	
Cannot print when using Adobe Illustrator.	
When using ATM fonts, some characters are missing or some are printed in the same place.	If you are using Windows® 95/98, select ‘Printer Settings’ from the ‘Start’ menu. Open ‘Brother MFC-9870’ properties. Click ‘Spool Setting’ on the characters ‘Details’ tab. Select ‘RAW’ from ‘Spool Data Format’.
DOS Setup Printing Difficulties	
I cannot print from my application software.	Check that the DOS application software interface settings match those of your printer: for example, if you are using a parallel printer cable, you would probably set your DOS software printer port to LPT1. Check for an error message on the LCD.
The machine prints, but it prints incorrect information. Sometimes it prints a couple of characters and then ejects the page, etc.	This is an indication that your application printer emulation setting and the machine’s printer emulation do not match. Check your application software to make sure you selected the correct printer driver.
The machine prints the part of my document but does not print the last page (The LCD shows REMAINED DATA).	This is comon problem first with database software and part of spreadsheet software when they are not correctly set up. The data has been sent to the printer but the printer did not receive the Page Eject command. Press FF/Cont to eject the page. Then ask your software supplier how to add a Page Eject (or Form Feed) command to the end of your print job.
Paper Handling Difficulties	
The machine does not load paper. The LCD shows CHECK PAPER or PRINTER JAM	The paper cassette may be out of paper or not properly installed. If it is empty, load a new stack of paper into the cassette. If there is paper in the paper cassette, make sure it is straight. If the paper is curled, you should straighten it. Sometimes it is helpful to remove the paper, turn the stack over and put it back into the paper cassette. Reduce the amount of paper in the paper cassette, then try again. Check the manual feed mode is not selected in the printer driver .
The machine does not load paper from the manual feed slot.	Reinsert the paper firmly, one sheet at a time. Make sure that manual feed mode is selected in the printer driver.
How can I clear paper jams?	See “Printer Jams”.

DIFFICULTY	SUGGESTIONS
Print Quality Difficulties	
Printouts are too dark or light	Adjust the print conditions by setting the Print Density function. It has been factory set to the middle position. See “Setting the Print Density” in chap. 6.
Printed pages contain white stripes.  White Stripes or Faint Images	You may fix this by wiping the scanner windows with a clean soft cloth. (See “Regular Maintenance” and “Cleaning the Drum Unit” in this chapter.) If you still see white stripes or faint images and the display shows CHANGE DRUM SOON , replace the drum unit with a new one. Check the machine’s environment. Conditions such as humidity, high temperatures, etc. may cause this print defect to occur.
Printed pages are stained with toner or have vertical stripes.  Dark Stripes or Toner Stains	Clean the machine’s interior and the primary corona wire of drum unit. See “Regular Maintenance” and “Cleaning the Drum Unit” in this chapter. Make sure that the tab of the corona wire is at the home position. If after cleaning, you still see dark stripes or toner stains and the display shows CHANGE DRUM SOON , replace the drum unit with a new one.
Printed pages have white spots in black text and graphic areas.  White Spots	Make sure that you use paper that meets the specifications. Rough surface or thick media can cause the problem. If you still see white spots and the display shows CHANGE DRUM SOON , replace the drum unit with a new one. Check the machine’s environment; conditions such as high humidity may cause this situation to occur.
Toner scatters and stains the printed page.  Scattering Toner	Adjust the print conditions by setting the Print Density function. Clean the machine’s interior. See “Regular Maintenance” and “Cleaning the Drum Unit” in this chapter. Make sure that you use paper that meets specifications. See chap. 12. If you still have scattered toner and the display shows CHANGE DRUM SOON , replace the drum unit with a new one. Check the machine’s environment; high temperature and high humidity conditions may cause this condition to occur.
The whole page is printed black.  Black Page	Clean the machine’s interior and the primary corona wire of the drum unit. Also, do not use heat-sensitive paper as it will cause this problem. After cleaning, if the printed pages are still black or the display shows CHANGE DRUM SOON , replace the drum unit with a new one. The drum unit may be damaged.
Nothing is printed on the page.  White page	Make sure that the toner cartridge is not empty. Wipe the electric terminals referring to “Regular Maintenance” and “Cleaning the Drum Unit” in this chapter. Make sure that a torn piece of paper does not remain on the scanner window.
Printed pages are marked regular intervals.  Example of Regular Marking	Markings may disappear by themselves. Try copying at multiple pages to clear this problem. Markings may occur if the machine has not been used for a long time. A possible cause is that the surface of the drum is marked or damaged by excessive exposure to light. In this case, replace the drum unit with a new one.

DIFFICULTY	SUGGESTIONS
<p>Printed pages are blurred at the center or at either edge.</p>  <p>Blurred Page</p>	<p>Certain environmental conditions such as humidity, high temperatures, etc. may cause this condition to occur. Make sure the machine is placed on a flat, horizontal surface. Remove the drum unit with the toner cartridge installed. Try rocking them from side to side. You may clear a blurred page by wiping the scanner windows with a clean soft cloth. (See “Regular Maintenance” and “Cleaning the Drum Unit” in this chapter.) If a blurred page occurs after cleaning and the display shows CHANGE DRUM SOON, replace the drum unit with a new one.</p>
<p>Ghost images appear on printed page.</p>  <p>Ghost Images</p>	<p>Adjust the print conditions by setting the Print Density function. Make sure that you use paper that meets the specifications. Rough surfaces or thick media can cause a ghost image. Make sure that you select the appropriate media type in the printer driver.</p>



The drum unit is a consumable and it is necessary to replace it periodically to maintain the printing quality.

Problem Using Applications which Use Special Comms Drivers, such as the HP Pavilion PC and the “HP DEMO” Screen Saver

Some applications may use custom comm. drv files which will conflict with the files used by MFL Unimessage Pro. In such a case it will be necessary to edit the SYSTEM. INI file as outlined below:

Installing the “HP Demo” screen saver on your HP Pavilion PC after you have installed the MFL Unimessage Pro software will overwrite the SYSTEM. INI file and you cannot use the Brother MFC to print, scan or for Remote Set up. Then you will have to edit the SYSTEM. INI file as follows:

```
[boot]
```

```
;comm.drv=comm115.drv
```

```
comm.drv=brmfcomm.drv
```

```
[386Enh]
```

```
DEVICE=C:\WINDOWS\SYSTEM\Bi-Di.386
```

If you do not want to edit the SYSTEM. INI file, please change the screen saver and Re-install MFL Unimessage Pro again.

Bi-directional Parallel Ports (nibble and byte modes)

The machine supports both nibble (AT) and byte (Bi-directional) mode parallel ports. If your PC supports byte mode, scanning and fax reception will be at a faster speed. To verify or change the parallel port mode, please check your system BIOS in the CMOS Setup or *contact your computer manufacturer for assistance.*



Some older PC models support only nibble mode. Generally, newer models support both nibble and byte modes.

The Machine Connect Failure or Bi-directional Communication Error

Recently, some printers have included a function to show the printer status on the PC display. Such printers use the bi-directional communication parallel port between the printer and the PC. Our machine also has a bi-directional parallel port function. If you install two or more different bi-directional device drivers into Windows®, they might conflict with each other and cause some problems.

Please make sure you have installed the machine driver by running SETUP.EXE from your CD-ROM drive, as instructed on the CD-ROM label. The bi-directional communication may be disabled when the driver is installed from Add menu in “Printers” of Control Panel. Please restart Windows® after installing the drivers.

Remove the conflicting situation caused by one of the following printer drivers. Review the following sections that apply to any additional printer drivers you may have installed into your Windows® software.

Brother HL-6/6V/10h/630series/660series/960/1260/WL-660
HP LaserJet series II, IID, IIP, IIP+, III, IIID, IIIP or IV Plus
NEC SuperScript 610/660
EPSON ActionLaser 1100/1400
LexMark WinWriter 200

Brother HL-6/6V/10h/630series/660series/960/1260/WL-660:

The Resource Manager for the machine may not work if the printer driver for the above models is installed after the installation of the machine printer driver.

In this case, please install the machine printer driver again or copy BI-DI.386 from the CD-ROM to the Windows/System directory. (NOTE: BI-DI.386 on Disk 1 is not compressed.)

HP LaserJet series II, IID, IIP, IIP+, III, IIID or IIIP:

If Microsoft Windows® Printing System for above models are used, you have to modify the “win.ini” file which is in the Windows directory to turn the printer’s bi-directional function off.

We recommend you take a back-up before you modify the WIN.INI or SYSTEM.INI, just in case.

Open the file “win.ini” by using the “Notepad” application. You can find the following statement in the [spooler] section.

```
[spooler]  
QP.LPT1 = wpsljqp.dll
```

To disable this function, put a semicolon at the start of the sentence as follows;

```
[spooler]  
;QP.LPT1 = wpsljqp.dll
```

Then, open the file “system.ini” by using the “Notepad” application. You can find the following statement in the [386Enh] section.

```
[386Enh]  
device=wpsljvdp.386  
WPSLPT1=1
```

To disable this function, put a semicolon at the start of the sentences as follows;

```
;device=wpsljvdp.386  
;WPSLPT1=1
```

You must restart Windows® to make these modification effective.

The modification disables the printer status reporting on your PC, however, you will be able to use the machine with no further problems.

HP LaserJet 4 Plus:

Please uninstall the Main Status windows by double clicking the Uninstall Status windows in HP LaserJet group.

NEC SuperScript 610/660:

Please remove the NEC SuperScript driver by having NECDELET.EXE file in Disk 1 that is included with NEC printers.

EPSON ActionLaser 1100 / 1400:

Please remove the EPSON Action Laser 1100/1400 driver by having EPDELETE.EXE file in Windows® Printer Driver for these models run.

Lexmark WinWriter 200:

You have to modify the “win.ini” and “system.ini” files, which are in the Windows® directory to turn the printer’s bi-directional function off.

We recommend you take a back-up of WIN.INI and SYSTEM.INI before you modify them.

Open the file “win.ini” by using the “Notepad” application. You can find the following statement in the [windows] section.

```
[windows]  
run=C:/WINDOWS/SYSTEM/WPSIOMON
```

To disable this function, put a semicolon at the start of the sentence as follows;

```
[windows]  
;run=C:/WINDOWS/SYSTEM/WPSIOMON
```

Also, you can find the following statement in the [spooler] section.

```
[spooler]  
QP.LPT1=wpslbq.dll
```

To disable this function, put a semicolon at the start of the sentence as follows;

```
[spooler]  
;QP.LPT1=wpslbq.dll
```

Then, open the file “system.ini” by using the “Notepad” application. You can find the following statement in the [386Enh] section.

```
[386Enh]  
device=wpscomd.386  
device=wpsljvpd.386  
WPSLPT1=1
```

To disable the function, put a semicolon at the start of the sentences as follows;

```
[386Enh]  
;device=wpscomd.386  
;device=wpsljvpd.386  
;WPSLPT1=1
```

You must restart Windows® to make these modification effective.

The modification disables the printer status reporting on your PC, however, you will be able to use the machine with no further problems.

Graphics or Text is Missing when the Document is Printed

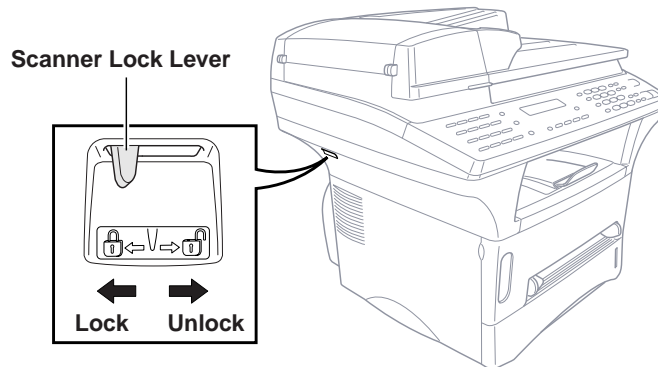
This could be caused by your Display Driver software. Contact your reseller and inquire about the latest Display Driver software. Another solution is to change your Windows® Setup Display selection from the current selection to the standard VGA or SVGA selection; contact your reseller or Microsoft Support if you need help modifying your Windows® Display selection or installing new Display Driver software.

Packing and Shipping the MFC

Whenever you transport the MFC, use the packing materials that came with your MFC. If you do not pack the MFC correctly, you could void your warranty.

- 1** Unplug the MFC from telephone wall socket.
- 2** Unplug the MFC from the AC outlet.
- 3** Lock the scanner lock lever.

The blue scanner lock lever is on the left side of the MFC. Press it backward to lock it.

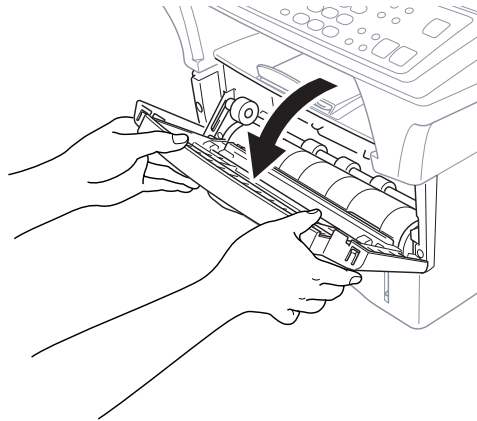


Damage caused to your MFC by failure to lock the scanner lock lever before moving and shipping will void your warranty.

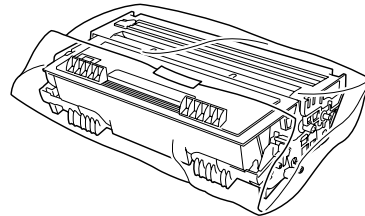
- 4** Open the front cover.
- 5** Remove the drum unit assembly.

**WARNING**

Remove the drum unit and toner cartridge assembly. Leave the toner cartridge installed in the drum unit.

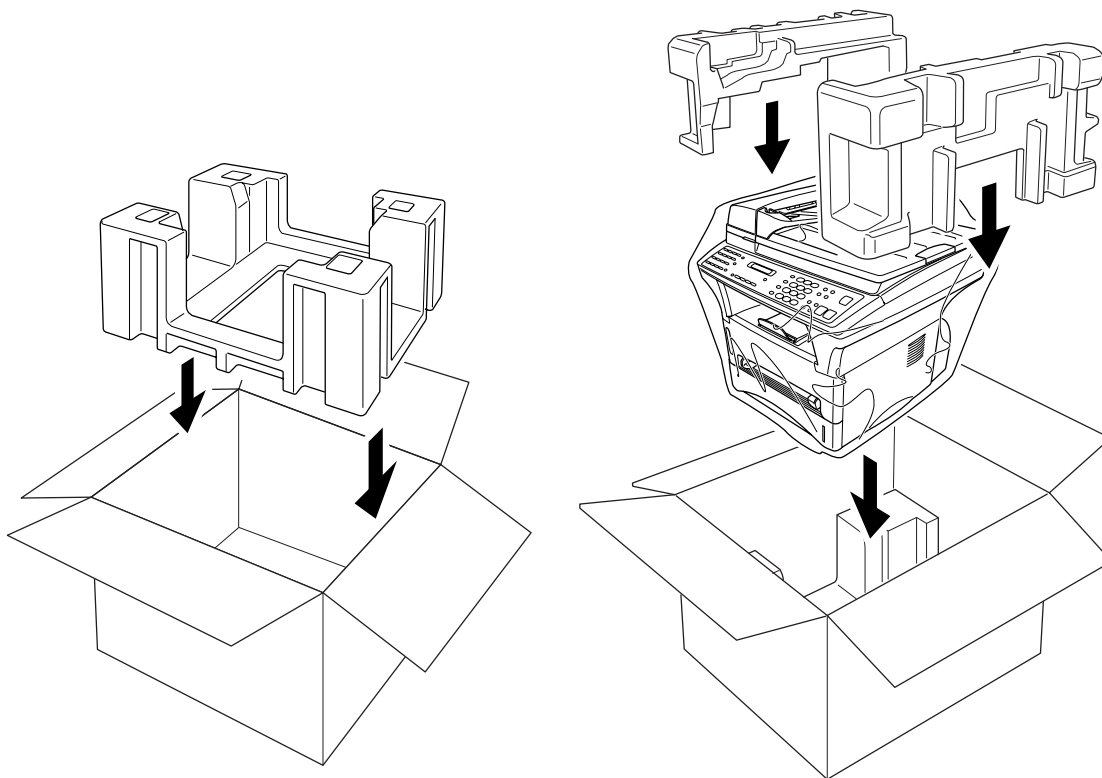


- 6** Place the drum unit and toner cartridge assembly into the plastic bag and seal the bag completely.

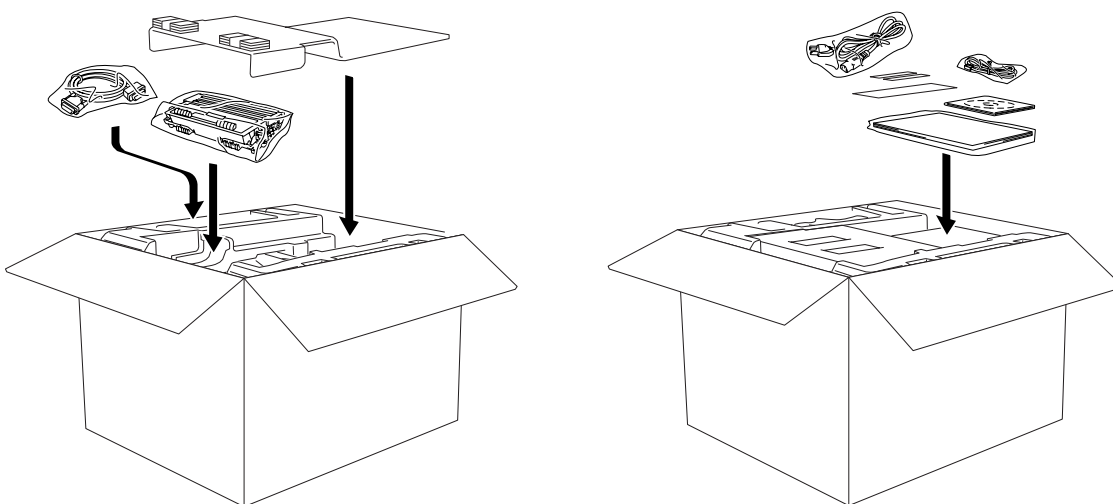


- 7** Close the front cover. Put the front output bin extension into position.

- 8** Wrap the machine in the plastic bag and place it in the original carton with the original packing material.



- 9** Place documents (manual and printed material) and the cables, drum unit and toner cartridge assembly into the carton as shown below.

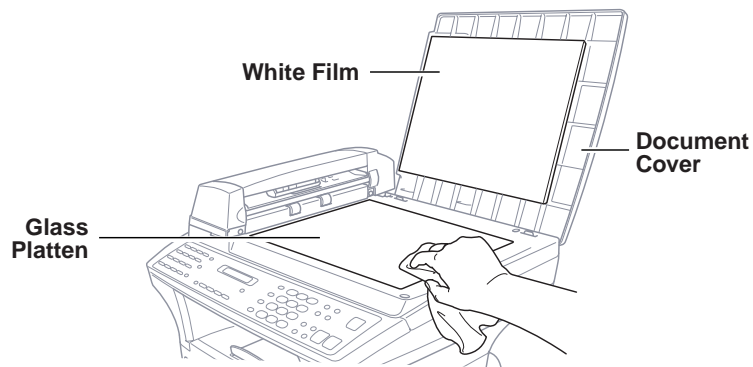


- 10** Close the carton and tape it shut.

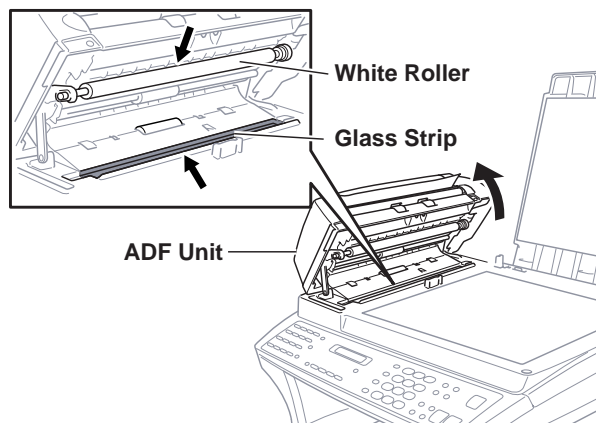
Regular Maintenance

Cleaning the Scanner

Unplug the MFC and lift the document cover. Clean the glass platten and white film with methylated spirit on a lint-free cloth.



Lift the ADF unit. Clean the white roller, and the glass strip under the roller with methylated spirit on a lint-free cloth. If the screen still displays a scanner error, please contact your Brother dealer for service.



Cleaning the Printer



WARNING

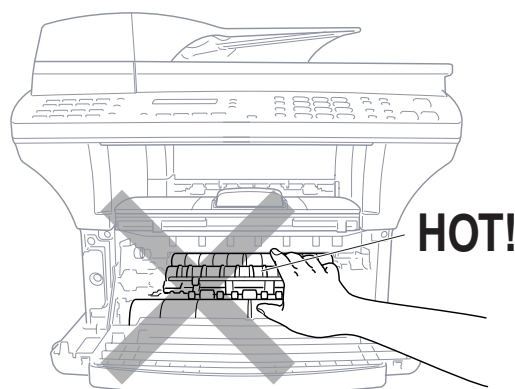
- Do not use isopropyl alcohol to remove dirt from the control panel. It may cause a crack on the panel.
- Do not use isopropyl alcohol to clean the scanner window.
- Do not touch the scanner window with your finger.
- Handle the drum unit carefully as it contains toner. If toner scatters and your hands or clothes get dirty, immediately wipe or wash it off with cold water.

- 1 Open the front cover.
- 2 Remove the drum unit assembly.



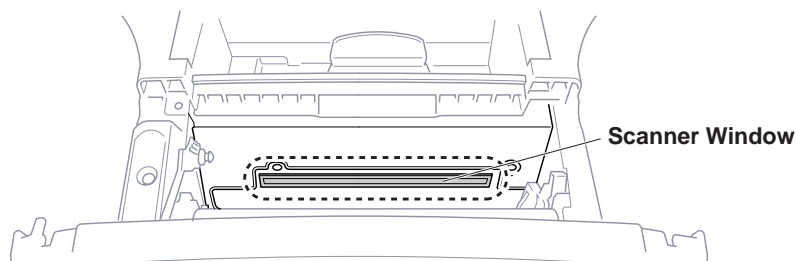
WARNING

After you have used the machine, some internal parts of the machine are extremely **HOT!** When you open the top cover of the machine, never touch the shaded parts shown in the diagram below.



Front view

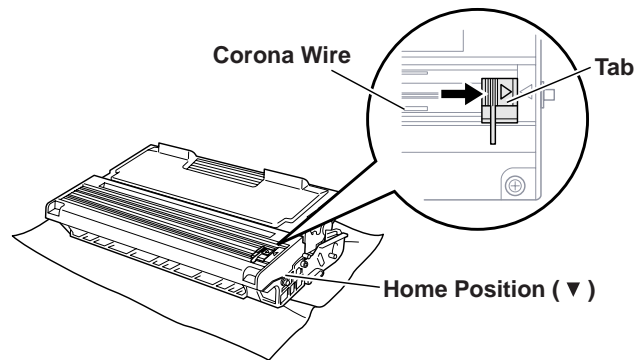
- 3 Gently clean the scanner window with a clean soft dry cloth. Do not use isopropyl alcohol.



Cleaning the Drum Unit

We recommend you place the drum unit on a drop cloth or large piece of disposable paper to avoid spilling and scattering toner.

- 1 Clean the primary corona wire inside the drum unit by gently sliding the tab from right to left several times.
- 2 Return the tab to the home position (▼ mark position) before reinstalling the drum unit.



CAUTION

If you do not position the tab at the home position, printed pages may have vertical stripes.

- 3 Install the drum unit into the machine.
See the section “Replacing the Drum Unit” in this chapter.
- 4 Close the front cover.
- 5 Plug in the power cord.

Replacing the Toner Cartridge

The machine can print *up to* 6,000 pages using a *high yield* toner cartridge (TN-6600). When the toner cartridge is running low, the display shows **CHNGE TONER**. The machine is supplied with a *standard* toner cartridge (TN-6300) that must be replaced after approximately 3,000 pages. Actual page count will vary depending on your average document type.

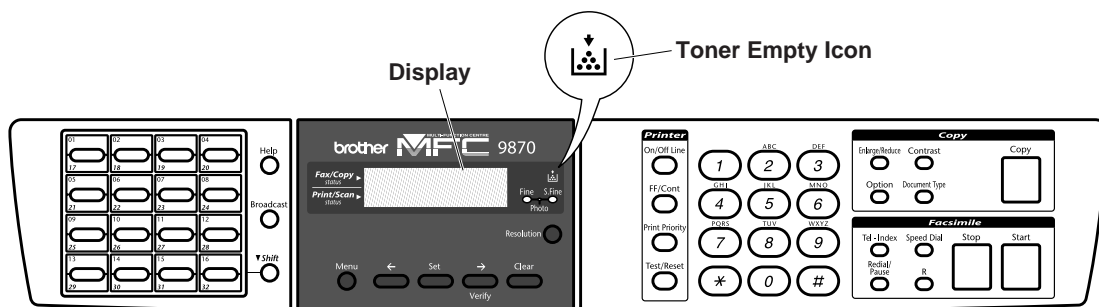
It is a good idea to keep a new toner cartridge ready for use when you see the toner low warning.

Discard the used toner cartridge according to local regulations. If you are not sure of them, consult with Brother dealer for service. Be sure to seal the toner cartridge tightly so toner powder does not spill out of the cartridge. When discarding used toner cartridges, keep them separate from domestic garbage.

It is recommended that you clean the machine when you replace the toner.

Toner Empty Indicator

When the toner cartridge is running low, the display shows **CHANGE TONER** and the Toner Empty LED on the control panel flashes on and off to indicate the toner is low.



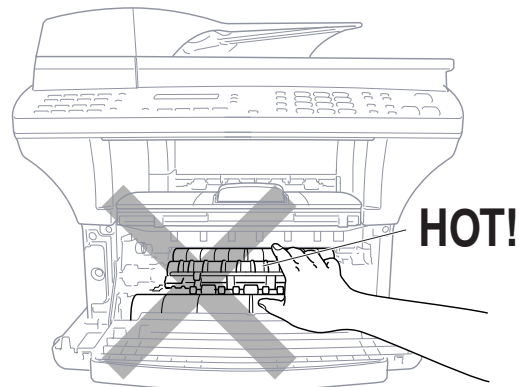
The Toner Empty LED light stays on and the display show **TONER EMPTY** to indicate that the toner is empty. Once this indication appears, your machine will not resume printing until you have installed a new toner cartridge.

Steps for Replacing Toner Cartridge



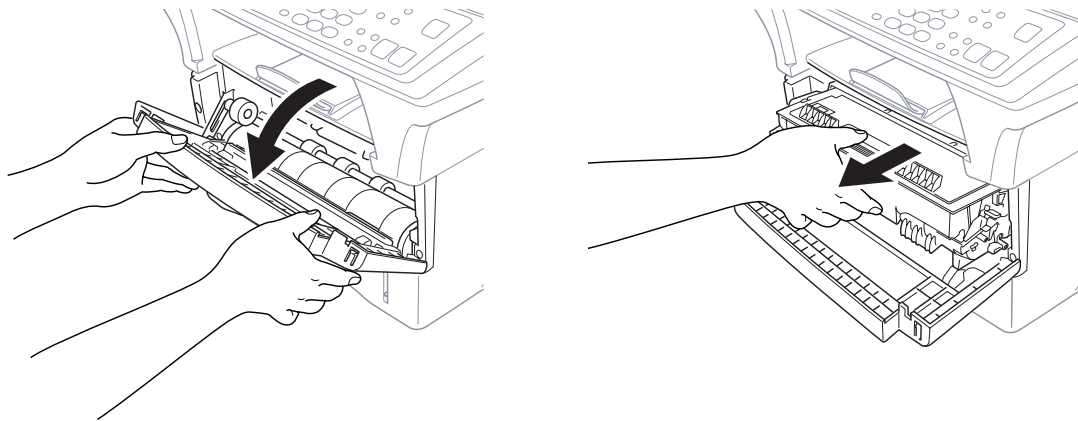
WARNING

After you have just used the machine, some internal parts of the machine will be extremely **HOT!** So, never touch the shaded parts shown in the illustration below.



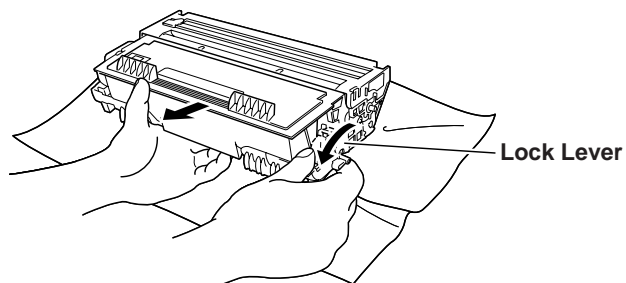
Front view

- 1 Open the front cover and pull out the drum unit.



Place the drum unit on a drop cloth or large piece of disposable paper to avoid spilling and scattering the toner.

- 2 Hold down the lock lever on the right and pull the toner cartridge out of the drum unit assembly.



**WARNING**

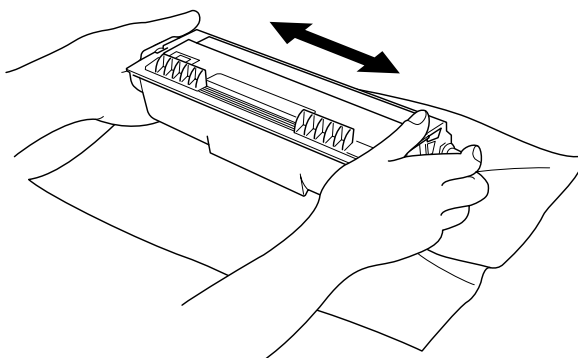
Handle the toner cartridge carefully. If toner scatters on your hands or clothes, immediately wipe it off or wash it with cold water.

- 3 Unpack the new toner cartridge. Place the used toner cartridge into the aluminium bag and discard it according to local regulations.

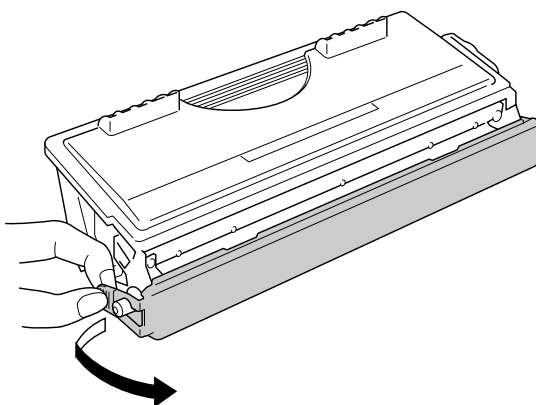
**WARNING**

- Wait to unpack the toner cartridge until immediately before you install it into the machine. If a toner cartridge is left unpacked for a long period of time, the toner life is shortened.
- You should use only a genuine Brother toner cartridge (TN-6300/ TN-6600 series), which is specially formulated to ensure top print quality. Using another brand of toner cartridge may void your machine's warranty.

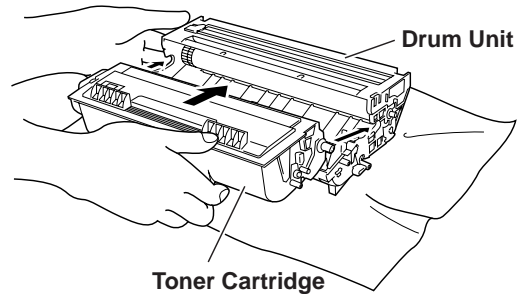
- 4 Gently rock the toner cartridge from side to side five or six times.



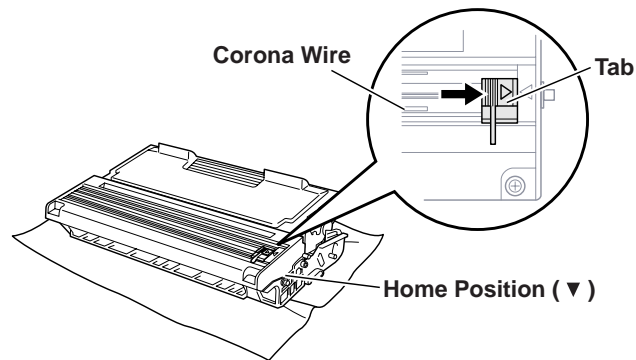
- 5 Remove the protective cover.



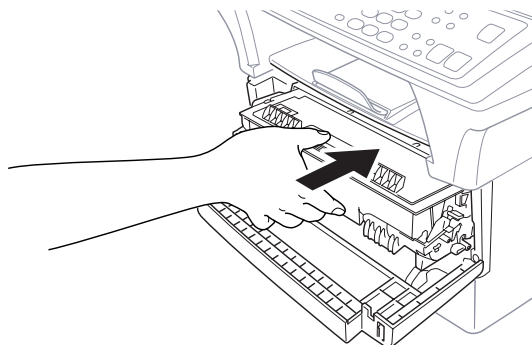
- 6** Install the new toner cartridge into the drum unit until it clicks into place.



- 7** Clean the primary corona wire inside the drum unit by gently sliding the blue tab from right to left several times. Return the blue tab to the home position before reinstalling the drum unit assembly.



- 8** Reinstall the drum unit into the machine and close the front cover.



Drum Life Considerations for Your Brother Fax Machine

Your Brother fax machine uses a drum and toner assembly for document printing. The toner life is directly dependent upon the amount of black printing on the printed pages. The drum will last for 77 hours of continuous printing time, which in normal use will be up to 20,000 A4 sized pages. Maintaining quality print during this period will depend on factors such as the number of pages printed per day, time between print jobs (and/or fax receptions), the quality of the printing paper and the environment in which the machine is used.

The drum unit (DR-6000) is a consumable and to maintain an acceptable printing quality it should be replaced at the end of its 20,000 A4 page or 77 hours life. Printing quality is a subjective issue and the drum should be replaced at a time when the printing quality becomes unacceptable to the user in relation to the documents being printed. The print quality will deteriorate over time and replacing the drum will return the printing quality to its optimum level. In order to maintain optimum print quality, we also recommend that the drum is replaced after 18 months service.

To assist you, the machine will advise when approximately 5-15% of the drum life remains by showing the message “**CHANGE DRUM SOON**” on the display.

This indication takes the number of pages printed and the total printing time into consideration. When the message appears we advise that a new drum be obtained for replacement at a convenient future time.

- 1 Press **Menu**, **1**, **0**, **2**.
- 2 The following indication appears on the LCD for 5 sec, and the display returns automatically to **MISCELLANEOUS** menu.

DRUM LIFE
REMAINING: ###%

- 3 Press **Stop** to exit.



We emphasise that even if the drum life remaining indicates 0%, you only need to replace the drum if the print quality is unacceptable. By using a drum past the 0% indication no damage will be caused to the machine and whilst the print quality remains acceptable then the drum may be used beyond its designed life.

The Page Counter shows the total number of pages that has been printed by the fax machine.

- 1 Press **Menu**, **1**, **0**, **1**.
- 2 The following indication appears on the LCD for 5 sec, and the display returns automatically to **MISCELLANEOUS** menu.

PAGE COUNTER
####

- 3 Press **Stop** to exit.

Replacing the Drum Unit

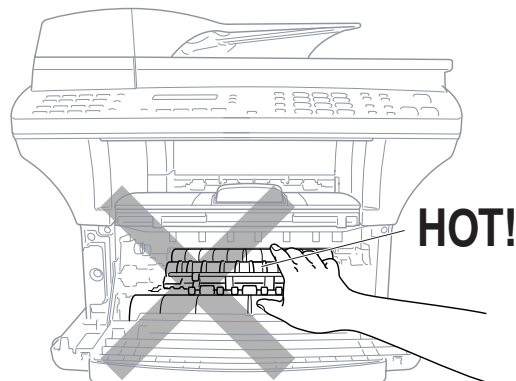
The machine uses a drum unit to create the print images on paper. If the screen displays **CHANGE DRUM SOON**, the drum unit is nearly at the end of its life. Prepare a new drum unit to replace the current one. You may need to order one from your Brother dealer.

Even if the display shows **CHANGE DRUM SOON**, you may be able to continue to print without replacing the drum unit for a while. However, if there is a noticeable deterioration in the output print quality even before **CHANGE DRUM SOON** is shown, then the drum unit should be replaced. You should clean the machine when you replace the drum unit.



WARNING

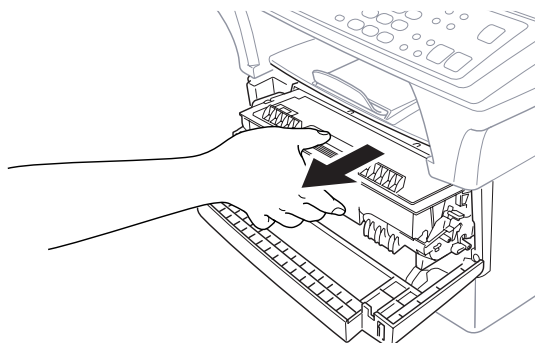
After you have just used the machine, some internal parts of the machine are extremely **HOT!** So please be careful.



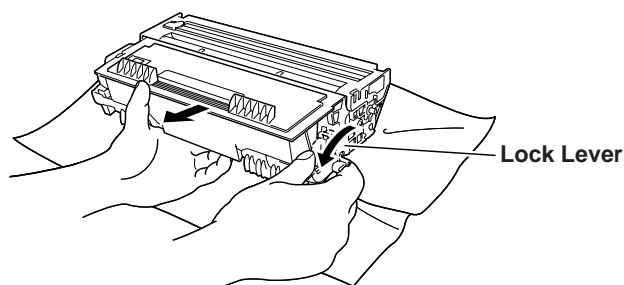
Front view

Follow these steps to replace the drum unit:

- 1** Open the front cover.
- 2** Remove the old drum unit. Place the drum unit on a drop cloth or large piece of disposable paper to avoid spilling and scattering the toner.



- 3** Pull the toner cartridge out of the drum unit assembly while holding down the lock lever with your right hand. For more information, see “Replacing the Toner Cartridge” in this chapter.



Discard the used drum unit according to local regulations. Be sure to seal the drum unit tightly so toner powder does not spill out of the unit. When discarding used drum units, keep them separate from domestic rubbish.

- 4** Unpack the new drum unit immediately before installing it. Place the old drum unit into the aluminium bag and discard it according to local regulations.

If an unpacked drum unit is subjected to excessive direct sunlight or room light, the unit may be damaged.

- Handle the toner cartridge and the drum unit carefully because they contain toner. If toner scatters and your hands or clothes get dirty, immediately wipe or wash with cold water.
- Do not touch the scanner window with your finger.

- 5 Reinstall the toner cartridge into the new drum unit. For more information, see “Replacing the Toner Cartridge” in this chapter.
- 6 Reinstall the new drum unit, keeping the front cover open.
- 7 Press **Clear**.

REPLACE DRUM?
1.YES 2.NO

- 8 Press **1** and when the display shows **ACCEPTED**, and close the front cover.



Caution

If toner scatters and your hands or clothes get dirty, immediately wipe off or wash with cold water.

CHAPTER SIXTEEN

Specifications

Fax Specifications

Compatibility	ITU-T Group 3
Coding system	MH/MR/MMR/JBIG
Modem speed	14400/12000/9600/7200/4800/2400; Automatic Fallback
Document input width	147 mm to 216 mm (ADF) Max. 216 (Scanner)
Document input length	127 mm to 356 mm (ADF) Max. 297 (Scanner)
Scanning/Printing width	208 mm
Paper Cassette	250 Sheets (75 g/m ²)
ADF	50 Sheets (75 g/m ²)
Grey scale	64 levels
Display	LCD, 16 characters x 2
Polling types	Standard, Secure, Delayed, Sequential
Contrast control	Automatic/Light/Dark (manual setting)
Resolution	<ul style="list-style-type: none"> • Horizontal 8 dot/mm • Vertical Standard—3.85 line/mm Fine, Photo—7.7 line/mm Superfine, Photo (copy)—15.4 line/mm
Memory Capacity	2MB (up to 150 pages)*
One Touch Dial	16 x 2 stations
Speed Dial	100 stations
Automatic redial	4 times at 2 minute intervals (for UK) 3 times at 2 minute intervals (for IRE)
Auto answer	1, 2, 3 or 4 rings (for UK) 2, 3 or 4 rings (for IRE)
Communication source	Public switched telephone network

* “Pages” refers to the “ITU-T Chart”. Specifications and printed materials are subject to change for improvement without prior notice.

Printer Specifications

Emulation	Brother Printing System for Windows®, emulation mode of HP LaserJet IIP (PCL level 4)
Printer Driver	Windows® 95, 98 and Windows NT® Workstation Version 4.0 driver supporting Brother Native Compression mode and bi-directional capability
Interface	Bi-directional parallel cable (IEEE-1284) USB (Universal Serial Bus) Interface Using Windows® 98 Only
Memory	8 MB
Printer Method	Electrophotography by semiconductor laser beam scanning
Resolution	600 dots/inch
Print Quality	Normal printing mode Economy printing mode (saves up to 50% of the normal toner usage)
Print Speed	12 pages/minute (when loading letter size or A4 paper from the multi-purpose paper cassette)
Print Media	Toner cartridge: Life Expectancy: Up to 6,000 pages/ <i>high yield</i> toner cartridges (TN-6600) Up to 3,000 pages/ <i>standard</i> toner cartridges (TN-6300) (when printing A4 or letter size paper at 5% print coverage) Toner life expectancy will vary depending on the type of average print job. Drum Unit: Life Expectancy: Up to 20,000 pages 77 hours of continuous printing. There are many factors that determine the actual drum life, such as temperature, humidity, type of paper and toner that you use, the number of pages per print job, etc.
TrueType Fonts on CD-ROM	TrueType-compatible soft-fonts for Windows® on the supplied CD-ROM



Electrical and Environment

Temperature	(Allowable) 10 - 32.5° C (50 - 90.5° F) (Storage) 0 - 40° C (32 - 104° F)
Warm-Up	Max. 45 seconds at 23° C (73.4° F)
First Print	15 seconds (when loading A4 size paper for the paper cassette)
Power Source	220 ~ 240V AC 50/60Hz
Power Consumption	Average Operating (Copying): 330 W Peak: 850W (25° C) Sleep: 14 W or less Stand by: 60 W or less
Noise	Operating: 50 dB A or less Stand by: 39 dB A or less
Humidity	Operating: 20 to 80% (without condensation) Storage: 20 to 80% (without condensation)
Dimensions	492 x 442 x 429 mm/(19.4 x 17.4 x 16.8 inches)
Weight	17 kg/(35.2 lbs)

Specifications are subject to change for improvement without prior notice.

Parallel Interface Specifications

Interface Connector Printer Side: Amphenol FCN-685J036-L/X or equivalent
A shielded cable should be used.

Pin Assignment

Pin No.	Signal	Direction	Pin No.	Signal	Direction
1	DATA STROBE	Input	19	0V(S.G.)	-
2	DATA 1	Input	20	0V(S.G.)	-
3	DATA 2	Input	21	0V(S.G.)	-
4	DATA 3	Input	22	0V(S.G.)	-
5	DATA 4	Input	23	0V(S.G.)	-
6	DATA 5	Input	24	0V(S.G.)	-
7	DATA 6	Input	25	0V(S.G.)	-
8	DATA 7	Input	26	0V(S.G.)	-
9	DATA 8	Input	27	0V(S.G.)	-
10	ACKNLG	Output	28	0V(S.G.)	-
11	BUSY	Output	29	0V(S.G.)	-
12	PE	Output	30	0V(S.G.)	-
13	SLCT	Output	31	INPUT PRIME	Input
14	AUTO FEED	Input	32	FAULT	Output
15	N.C.	-	33	N.C.	-
16	0V (S.G.)	-	34	N.C.	-
17	0V (S.G.)	-	35	N.C.	-
18	+5V	-	36	SLCT IN	Input

Resident Fonts

The following bitmapped fonts are resident in the machine.

Brougham 10 (12 point) upright/normal
 upright/bold
 italic/normal
 italic/bold

Brougham 12 (10 point)	upright/normal upright/bold italic/normal italic/bold
Letter Gothic 16.66 (8.5 point)	upright/normal upright/bold italic/normal italic/bold

(Portrait and Landscape are available for the above.)

Symbol Sets/Character Sets

*HP mode

- ISO14 JIS ASCII
- ISO57 Chinese
- ISO11 Swedish
- HP Spanish
- ISO17 Spanish
- ISO10 Swedish
- ISO16 Portuguese
- ISO84 Portuguese
- ISO85 Spanish
- PC-8
- PC-8 D/N
- PC-8 Turkish
- PC-850
- PC-852
- PC-860
- PC-863
- PC-865
- Roman 8
- ISO Latin 1
(ECMA-94)
- ISO60 Norwegian 1
- ISO61 Norwegian 2
- ISO4 UK
- ISO25 French
- ISO69 French
- HP German
- ISO21 German
- ISO15 Italian
- ISO6 ASCII
- Legal
- ISO2 IRV



If you want to know which characters are in each symbol/character set, print the CHARSETS.PRN file from “The Print Form” option in the Direct Access Menu of the Remote Printer Console Program.

□ HP LaserJet IIP

Roman 8																ISO Latin1																
0	1	2	3	4	5	6	7	8	9	A	B	C	D	E	F	0	1	2	3	4	5	6	7	8	9	A	B	C	D	E	F	
0			0	@	P											0			0	@	P											
1		1	A	Q	a	q				À	Á	Â	Ã	Ä	Å	1		1	A	Q	a	q					À	Á	Â	Ã	Ä	Å
2		"	2	B	R	b	r			Â	Ë	Ê	Ë	Ì	Í	2		"	2	B	R	b	r				À	Á	Â	Ã	Ä	Å
3		#	3	C	S	c	s			È	É	Ê	Ë	Ì	Í	3		#	3	C	S	c	s				À	Á	Â	Ã	Ä	Å
4		\$	4	D	T	d	t			Ê	Ë	Ì	Í	Î	Ï	4		\$	4	D	T	d	t				À	Á	Â	Ã	Ä	Å
5		%	5	E	U	e	u			Ë	Ê	Ë	Ì	Í	Î	5		%	5	E	U	e	u				À	Á	Â	Ã	Ä	Å
6		&	6	F	V	f	v			Ï	Î	Ï	Ô	Õ	Ö	6		&	6	F	V	f	v				À	Á	Â	Ã	Ä	Å
7		'	7	G	W	g	w			Î	Ï	Ô	Õ	Ö	×	7		'	7	G	W	g	w				À	Á	Â	Ã	Ä	Å
8		(8	H	X	h	x			Ï	Î	Ï	Ô	Õ	Ö	8		(8	H	X	h	x				À	Á	Â	Ã	Ä	Å
9)	9	I	Y	i	y			Ï	Î	Ï	Ô	Õ	Ö	9)	9	I	Y	i	y				À	Á	Â	Ã	Ä	Å
A		*	:	J	Z	j	z			Ï	Î	Ï	Ô	Õ	Ö	A		*	:	J	Z	j	z				À	Á	Â	Ã	Ä	Å
B		+	;	K	[k	{			Ï	Î	Ï	Ô	Õ	Ö	B		+	;	K	[k	{				À	Á	Â	Ã	Ä	Å
C		,	<	L	\	l				Ï	Î	Ï	Ô	Õ	Ö	C		,	<	L	\	l					À	Á	Â	Ã	Ä	Å
D		-	=	M]	m	}			Ï	Î	Ï	Ô	Õ	Ö	D		-	=	M]	m	}				À	Á	Â	Ã	Ä	Å
E		.	>	N	^	n	~			Ï	Î	Ï	Ô	Õ	Ö	E		.	>	N	^	n	~				À	Á	Â	Ã	Ä	Å
F		/	?	O	_	o	~			Ï	Î	Ï	Ô	Õ	Ö	F		/	?	O	_	o	~				À	Á	Â	Ã	Ä	Å

The following table shows characters available only in the corresponding character set. The numbers at the top of the table are code values with which characters are to be replaced in the Roman 8 character set. For other characters, see character set of Roman 8.

SYMBOL SET	23	24	40	5B	5C	5D	5E	60	7B	7C	7D	7E
ISO2 IRV	#	¤	@	[\]	^	`	{		}	~
ISO4 UK	E	\$	@	[\]	^	`	{		}	~
ISO6 ASCII	#	\$	@	[\]	^	`	{		}	~
ISO10 Swedish	#	¤	@	Ä	Ö	Å	^	`	ä	ö	å	~
ISO11 Swedish	#	¤	É	Ä	Ö	Å	Ü	é	ä	ö	å	ü
ISO14 JIS ASCII	#	\$	@	[¥]	^	`	{		}	~
ISO15 Italian	E	\$	§	°	ç	é	ù	à	ò	è	ì	~
ISO16 Portuguese	#	\$	§	Ã	Ç	Õ	^	`	ã	ç	õ	~
ISO17 Spanish	E	\$	§	¡	Ñ	¿	^	`	¡	ñ	¿	~
ISO21 German	#	\$	§	Ä	Ö	Ü	^	`	ä	ö	ü	ß
ISO25 French	E	\$	à	°	ç	§	^	`	é	ù	è	~
ISO57 Chinese	#	¥	@	[\]	^	`	{		}	~
ISO60 Norwegian1	#	\$	@	Æ	Ø	Å	^	`	æ	ø	å	~
ISO61 Norwegian2	§	\$	@	Æ	Ø	Å	^	`	æ	ø	å	
ISO69 French	E	\$	à	°	ç	§	^	`	é	ù	è	~
ISO84 Portuguese	#	\$	^	Ã	Ç	Õ	^	`	ã	ç	õ	~
ISO85 Spanish	#	\$	·	¡	Ñ	¿	¿	`	¡	ñ	¿	~
HP German	E	\$	§	Ä	Ö	Ü	^	`	ä	ö	ü	ß
HP Spanish	#	\$	@	¡	Ñ	¿	^	`	¡	ñ	¿	~

Glossary

ADF (Automatic Document Feeder Capacity) Refers to the number of pages that can be placed in the document feeder and fed one at a time automatically.

Automatic Fax Transmission Sending a fax.

Automatic Redial A feature that enables your fax machine to redial the last fax number if the original fax did not go through because the line was busy.

Backup Print Sets your MFC to print a copy of faxes that are received and stored in memory.

Beeper The sound the keys make when they are pressed, an error occurs or a document has been received or transmitted.

Beeper Volume Volume setting for the beep when you press a key or make an error.

Brightness Changing the Brightness makes the whole image lighter or darker.

Broadcasting The ability to send the same fax message to more than one location.

Cancel Job Cancels a programmed job, like Delayed Fax or Polling.

CNG tones The special tones (beeps) sent by fax machines during automatic transmission to tell the receiving machine that they are from a fax machine.

COMM. ERROR (Communication error) An error during fax sending or receiving, usually caused by line noise or static.

Coding Method Method of coding the information contained in a document. All fax machines must use a minimum standard of Modified Huffman (MH). Your fax machine is capable of greater compression method, Modified Read (MR) and Modified Modified Read (MMR), if the receiving machine has the same capability.

Compatibility Group The ability of one fax unit to communicate with another. Compatibility is assured between ITU-T Group.

Contrast Setting to compensate for dark or light documents, by lightening dark documents or darkening light documents.

Cover Page Prints a page at the other party's machine, that contains the sender and recipient's name and fax number, number of pages and comment. You can generate an electronic cover page at the other end with pre-programmed information from memory or you can print a sample cover page to fax with your document.

Cover Page Message The comment that is on the Cover Page. This is a programmable feature.

Delayed Transmission Sends your fax at a later time that day.

Drum unit A printing device for your machine.

Dual Access Your machine can scan outgoing faxes or scheduled jobs into memory at the same time it is sending a fax or receiving or printing an incoming fax.

ECM (Error Correction Mode) Detects errors during fax transmission and automatically resends the parts of the document that had errors.

Electronic Cover Page A preprogrammed cover page that is transmitted from the fax machine's memory, eliminating the need for making up cover pages manually.

Extension Phone A telephone on the fax number that is plugged into a separate wall jack.

External Phone (For UK) A TAD (telephone answering device) or telephone that is plugged into the socket on the telephone line cord of your MFC.

External Phone (For IRE) A TAD (telephone answering device) or telephone that is plugged into the EXT jack of your MFC.

Fax Forwarding Sends a fax received in memory to another preprogrammed fax number.

Fax Storage You can store faxes in memory for remote retrieval.

Fax tones The signals sent by sending and receiving fax machines while communicating information.

Fine Mode Resolution is 196 x 203 dpi. It is used for small print and graphs.

Function Mode The programming mode for changing the setting of your MFC.

Grey scale The shades of grey available for copying and faxing photographs.

Group number A combination of One Touch and/or Speed Dial numbers that are stored on a One Touch Dial key for Broadcasting.

Journal Lists information about the last 50 incoming and outgoing faxes. TX means Transmit. RX means Receive.

Journal Period The preprogrammed time period between automatically printed Journal Reports. You can print Journal on demand without interrupting this cycle.

LCD (Liquid crystal display) The display screen on the MFC that shows interactive messages during On-Screen Programming and defaults to the date and time when the machine is idle.

Memory Status List Shows how much memory is being used, how much is left, and the type of messages in memory.

Memory usage Instructs the MFC how to allocate the memory.

One Touch Dial Keys on the MFC control panel where you can store numbers for easy dialling. You must use a separate key for each number.

Out of Paper Reception Receives faxes into the MFC's memory when the machine is out of paper.

Overseas Mode Makes temporary changes to the fax tones to accommodate noise and static on overseas phone lines.

Pause Allows you to place a 3.5 second delay in the dialling sequence stored on One Touch and Speed Dial numbers.

Photo Mode A resolution setting that uses varying shades of grey for the best representation of photographs.

Polling The process of a fax machine calling another fax machine to retrieve waiting fax messages.

Pulse A form of dialling on a telephone line.

Print reduction reduces the size of incoming faxes.

Quick-Dial List A listing of names and numbers stored in One Touch and Speed Dial memory, in numerical order.

Real Time transmission When memory is full, you can send documents in real time.

Remaining Jobs You can check which jobs are waiting in memory and cancel jobs individually.

Remote activation allows you to transfer a fax call, answered at an external or extension phone, to the MFC.

Remote retrieval access The ability to access your MFC remotely from a touch tone phone.

Remote retrieval access code The four-digit code that allows you to call and access your MFC to retrieve fax messages or change fax storage settings.

Resolution The number of vertical and horizontal lines per inch. See: Standard, Fine, Super Fine, Photo.

Ring Delay The number of telephone rings before the MFC answers a call in Fax mode.

Ring Volume Volume setting for the fax machine's ring.

Scanning The process of sending an electronic image of an original paper document into your computer.

Speaker Volume You can set the volume of the MFC speaker.

Speed dial A preprogrammed number for easy dialling. You must press the Speed dial key and then two digit code to start the dialling process.

Standard resolution 98 x 203 dpi. It is used for regular size text and quickest transmission.

Station ID The stored information that appears on the top of faxed pages. It includes the sender's name and fax number.

Super fine resolution 392 x 203 dpi. Best for very small print and line art.

System Setup List A printed report that shows the current setting of your machine.

Tel-Index An electronic, alphabetical listing of stored One Touch, Speed Dial and Group numbers.

Temporary Settings You can select certain options for each fax transmission without changing the default settings.

Timer A feature that lets you program a fax to go out at a certain time, such as Delayed Fax or Delayed Polling Receive.

Tone A form of dialling on the telephone line used for Touch Tone telephones.

Toner cartridge An accessory that holds toner for the drum unit on Brother laser models.

Toner Saver A process that causes less toner to be affixed to the page to extend the life of the toner assembly. This will make the receiving document significantly lighter.

Transmission The process of sending documents over the phone lines from your MFC to the receiving fax machine.

True Type fonts The fonts that are used in the Windows® operating systems. If you install the Brother True Type Fonts, more types of fonts will be available for Windows® applications.

Xmit Report (Transmission Report) A listing of each transmission, showing caller ID, date, time, and number of pages.

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Accessory List

Model Name	Description
TN-6300	Laser Fax Toner
TN-6600	Laser Fax Toner
DR-6000	Laser Fax Drum
ME-2050	2MB memory Board
ME-4050	4MB memory Board
ME-8000	8MB memory Board
ME-16000	16MB memory Board
LT-400	Optional Paper Tray
NC-8000	Network (LAN) Board

Change Answer Mode

Press **9 8**
then for EXT.TEL/TAD, press 1.
Fax, press 2.

Exit Remote Operation

Press **9 0**.

Change Remote Access Code

- 1** Press **Menu, 1, 7, 3**.
- 2** Enter the 3-digit number. The * cannot be used.
- 3** Press **Set**.
- 4** Press **Stop** to exit.

REMOTE CONTROL ACCESS CARD

Using Remote Access Code

- 1** Dial your machine phone number from a touch tone phone.
- 2** Enter your Remote Control Access Code (159*) after the beep.
- 3** Your machine signals the kinds of messages received:
1 long beep — Fax message(s)
No beeps — no messages
- 4** After 2 short beeps, enter a command.
- 5** Press **9 0** to reset your machine when you finish.
- 6** Hang up.

Remote Commands

Change Fax Forwarding Setting

Press **9 5**

then to

Turn feature off press **1**.

Enter Fax Forwarding press **2**.

Program Fax Forward Number press

4. Enter the new number of the remote fax machine where you want your fax message forwarded and then press **# #**.

Press **9 6 1** after two short beeps, then enter the number of remote fax machine, and then **# #** to retrieve Memory Status List.

Turn Fax Storage on press **6**.

Turn Fax Storage off press **7**.

2

Retrieve a Fax

Press **9 6**

then to

Print a Memory Status List press **1**, then enter the number of remote fax machine, and then **# #**. After the beep, hang up and wait.

Retrieve all faxes press **2**, then enter the number of remote fax machine, and then **# #**. After the beep, hang up and wait.

Erase all fax messages press **3**.

Check the Receiving Status

Press **9 7 1**.

1 long beep — Fax message(s)

3 short beeps — no messages

3

Declaration of Conformity

We Brother International Europe Ltd.
 Brother House,
 1, Tame Street,
 Audenshaw,
 Manchester, M34 5JE
 United Kingdom

declare that this product is in conformity with the following normative documents:

Safety: IEC 60950 2nd Edition, 1991 + Amd. 1, 1992 + And. 2,
 1993 + Amd. 3, 1995 + Amd. 4, 1996.
 A3:1995 and A4:1997
EMC: EN55022:1998
 EN55024:1998
 EN61000-3-2
 EN61000-3-3

following the provisions of the Low Voltage Directive 73/23/EEC and the
Electromagnetic Compatibility Directive 89/336/EEC (as amended by 91/
263/EEC and 92/31/EEC)



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

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