Quick Setup Guide
Start Here

Please read the Product Safety Guide first, then read this Quick Setup Guide for the correct setup and installation procedure.
To view the Quick Setup Guide in other languages, please visit http://solutions.brother.com/.

Note

Not all models are available in all countries.

1 Unpack the machine and check the components

	Installer CD-ROM	**Telephone Line Cord Adapter** (Australia only)	**AC Power Cord**
	Basic User's Guide	**Quick Setup Guide**	**Telephone Line Cord**
Drum Unit and Toner Cartridge Assembly (pre-installed)		**Product Safety Guide**	
ADF Document Output Support	**Telephone Handset**		**Curled Handset Cord**

For Australia and New Zealand:
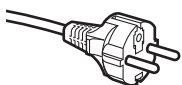
For Hong Kong, Malaysia and Singapore:

For India:

The mains plug supplied with this machine is a grounded three pin plug. Make sure that the AC socket will accept the supplied grounded pin plug.

For Philippines and Thailand:

The mains plug supplied with this machine is a side grounded two pin plug. Make sure that the AC socket will accept the supplied grounded pin plug.

- This machine must be grounded, If in doubt, call a qualified electrician.
- To ensure safe operation the supplied plug must be inserted only into a standard electrical socket that is properly grounded through the standard electrical wiring. Non grounded equipment may cause an electrical shock hazard, and may cause excessive electrical noise radiation.

⚠ WARNING	WARNING indicates a potentially hazardous situation which, if not avoided, could result in death or serious injuries.
⚠ CAUTION	CAUTION indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injuries.

⚠ WARNING

Plastic bags are used in the packing of your machine. To avoid danger of suffocation, keep these plastic bags away from babies and children. Plastic bags are not toys.
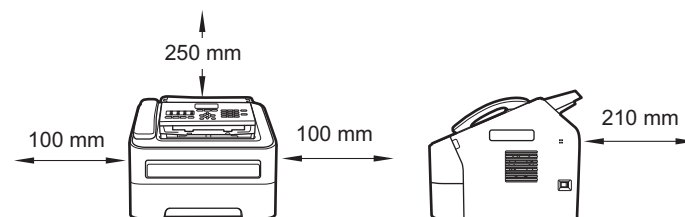
⚠ CAUTION

When moving the machine, grasp the side handholds firmly from the front of the machine.
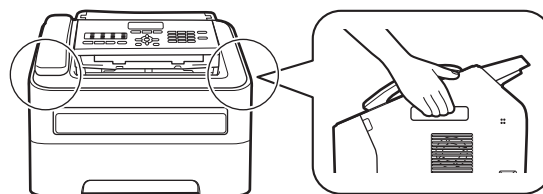
📝 **Note**

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

• The components included in the box may differ depending on your country.

• We recommend that you save the original packaging.

• If for any reason you must ship your machine, carefully repack the machine in the original packaging to avoid any damage during transit. The machine should be adequately insured with the carrier. For how to repack the machine, see *Packing and shipping the machine* in the *Advanced User's Guide*.

• The interface cable is not a standard accessory. Buy the appropriate interface cable.
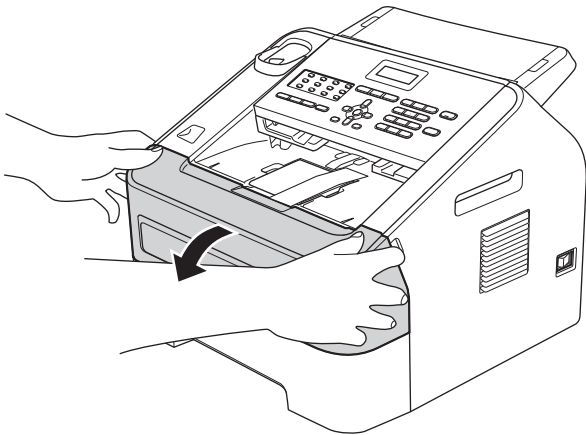
USB cable
• It is recommended to use a USB 2.0 cable (Type A/B) that is no longer than 2 metres.

• DO NOT connect the interface cable at this time. Connecting the interface cable is done during the MFL-Pro installation process.
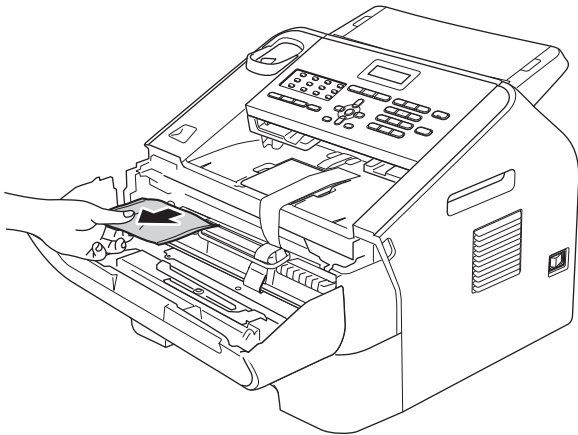
2 Remove the packing material from the machine

a Remove the packing tape from the outside of the machine.
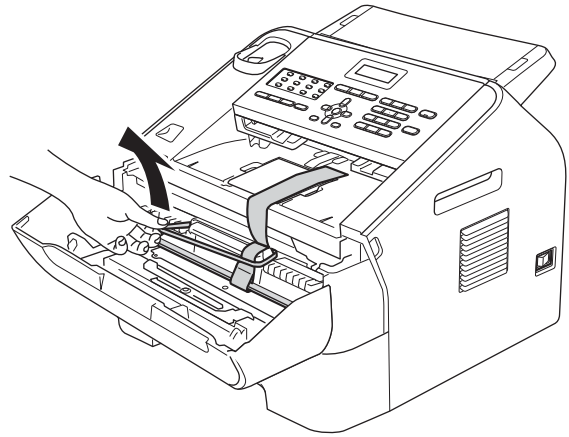
b Open the front cover.

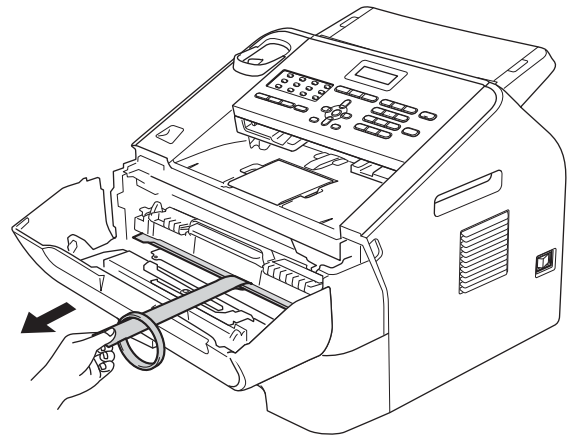**c** Remove the Silica Pack from the inside of the machine.

⚠ CAUTION

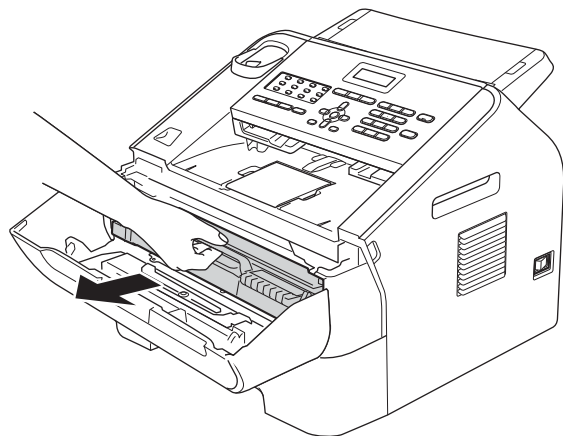DO NOT eat the silica gel pack. Please throw away. If ingested, seek medical attention immediately.

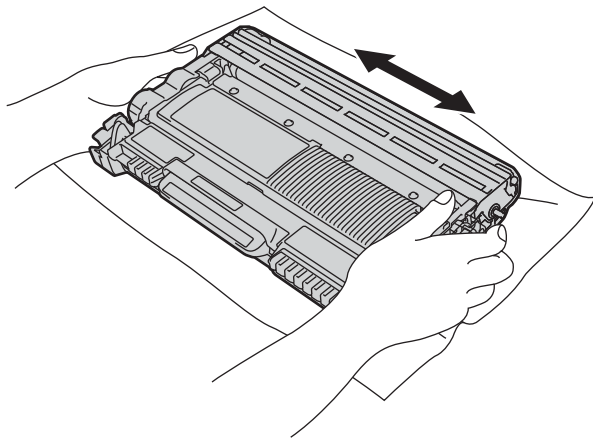**d** Lift the elastic band off the drum.

e Pull the paper strip to remove the protective material as shown in the illustration.

f Take out the drum unit and toner cartridge assembly.

g Gently shake it from side to side several times to distribute the toner evenly inside the assembly.
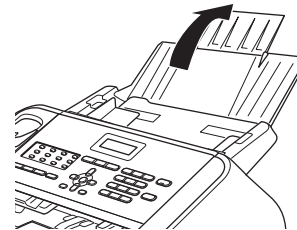

h Put the drum unit and toner cartridge assembly back in the machine.
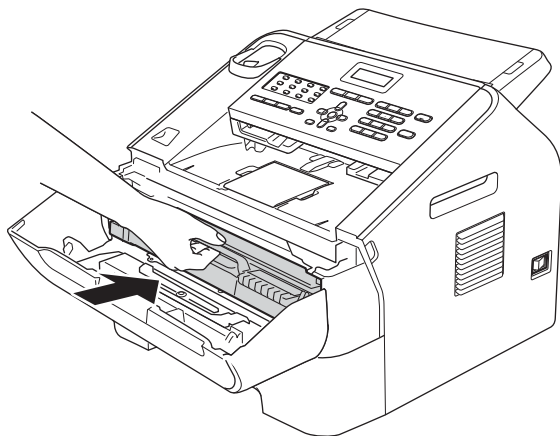
i Close the front cover of the machine.

3 Attach the ADF Document Output Support

a Unfold the ADF Document Support.

b Open the control panel cover by lifting it toward the back.

Control Panel Cover
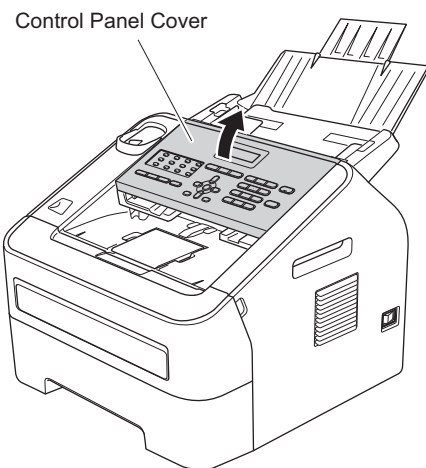
c Attach the ADF Document Output Support.
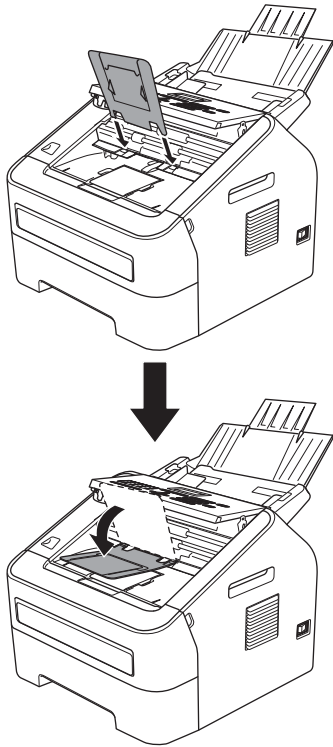
d Close the control panel cover.

4 Install the Handset

a Connect the curled handset cord to the machine and the other end to the handset.
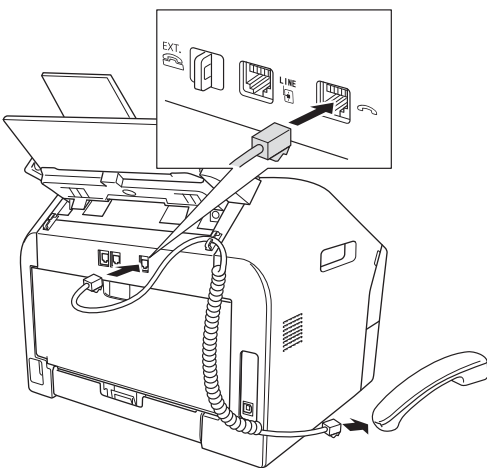
5 Load paper in the paper tray

a Pull the paper tray completely out of the machine.
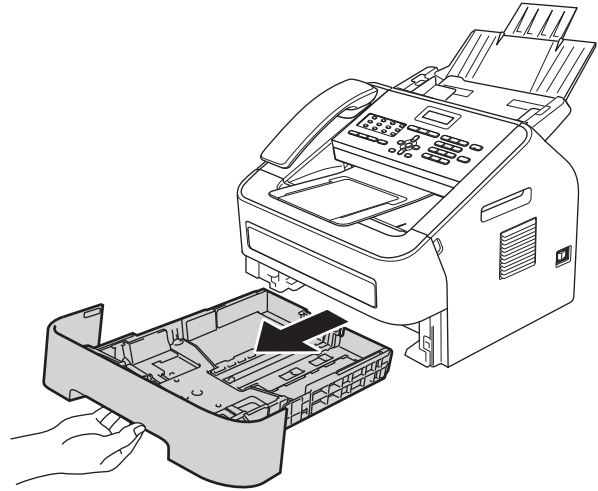
b While pressing the green paper-guide release lever ❶, slide the paper guides to fit the paper size you are loading in the tray. Make sure that the guides are firmly in the slots.
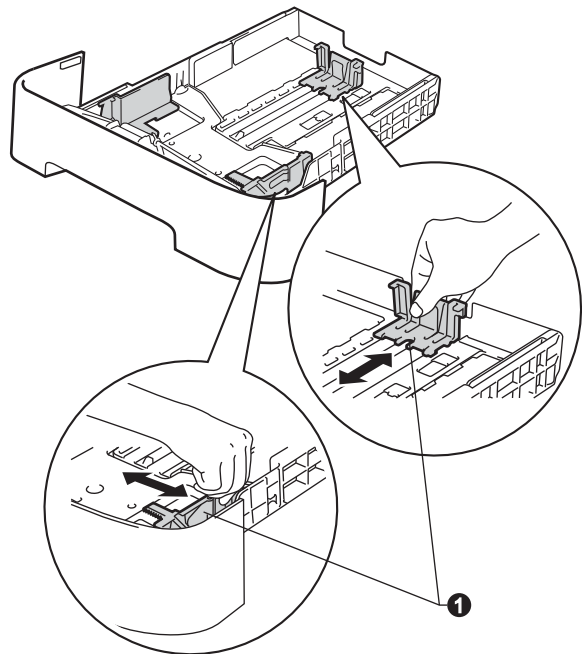
Note

For Legal or Folio size paper, press the release button ① in the bottom of the paper tray and then pull out the back of the paper tray.

(Legal or Folio size paper are not available in some regions.)
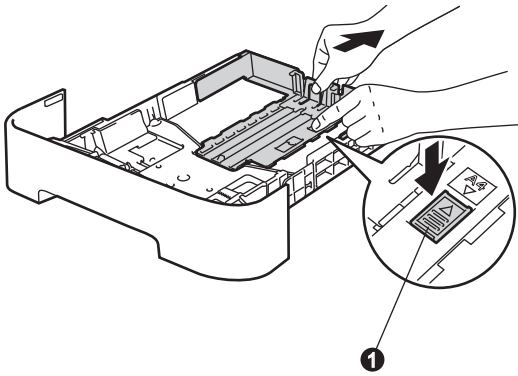
c Fan the stack of paper well to avoid paper jams and misfeeds.

d Put paper in the tray and make sure:
- The paper is below the maximum paper mark (▼ ▼ ▼) ①.
  Over filling the paper tray will cause paper jams.
- The side to be printed on must be face down.
- The paper guides gently touch the sides of the paper so it will feed correctly.
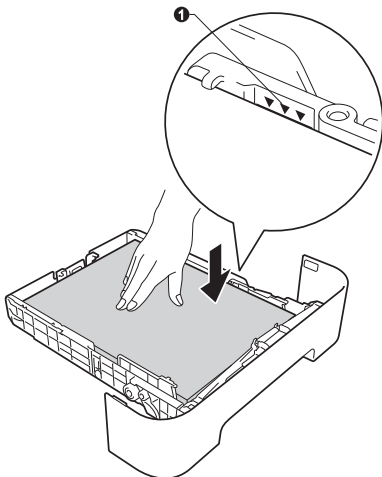
e Put the paper tray firmly back in the machine. Make sure that it is completely inserted into the machine.
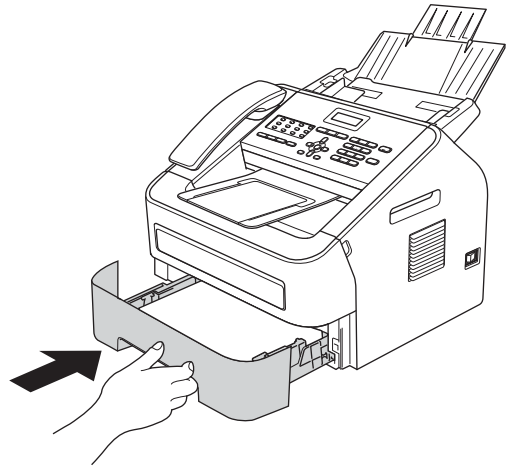
f Unfold the support flap ① to prevent paper from sliding off the face-down output tray.
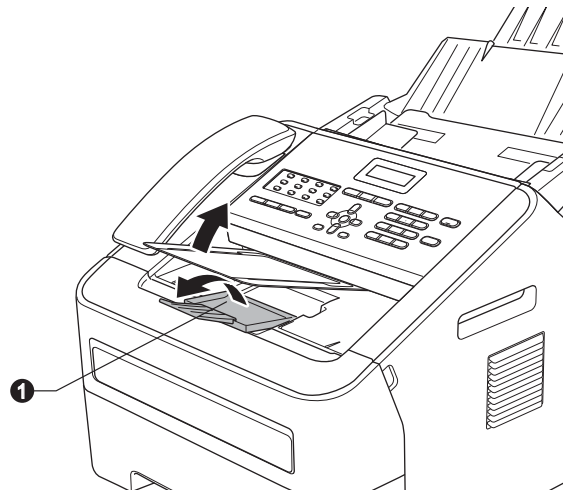
(Middle East and Africa only) For more information about recommended paper, see *Recommended paper and print media* in the *Basic User's Guide*.

6 Connect the power cord and telephone line

! IMPORTANT

DO NOT connect the interface cable yet.

a Connect the AC power cord to the machine, and then plug it into an electrical socket.

b Turn the machine's power switch on.
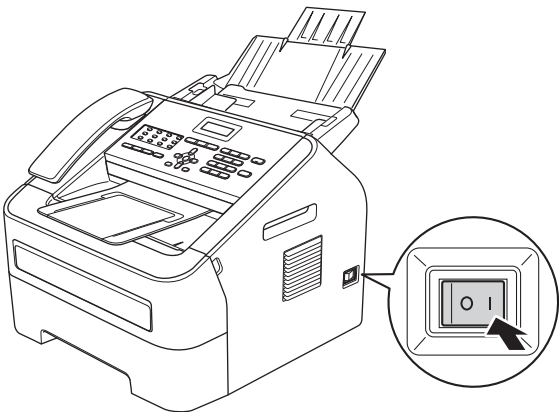
c Connect the telephone line cord. Connect one end of the telephone line cord to the socket on the machine marked **LINE** and the other end to a telephone wall socket.

(Example for Australia)
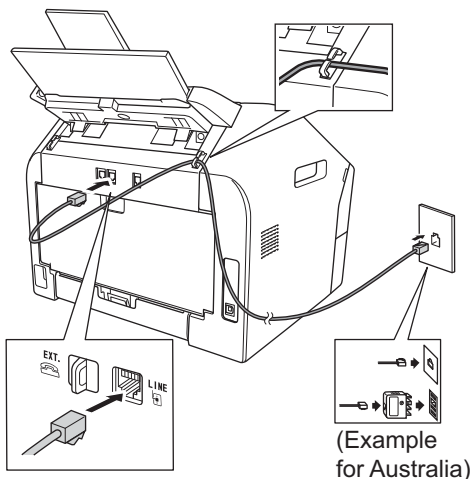
! IMPORTANT

The telephone line cord MUST be connected to the socket on the machine marked LINE.

⚠ WARNING

The machine must be grounded using an earthed plug.

Since the machine is grounded through the electrical socket, you can protect yourself from potentially hazardous electrical conditions on the telephone network by keeping the power cord connected to your machine when you connect it to a telephone line. Similarly, you can protect yourself when you want to move your machine by disconnecting the telephone line first and then the power cord.

📝 Note

If you are sharing one telephone line with an external telephone, connect it as shown below.

Before you connect the external telephone, remove the protective cap ❸ from the **EXT.** socket on the machine.
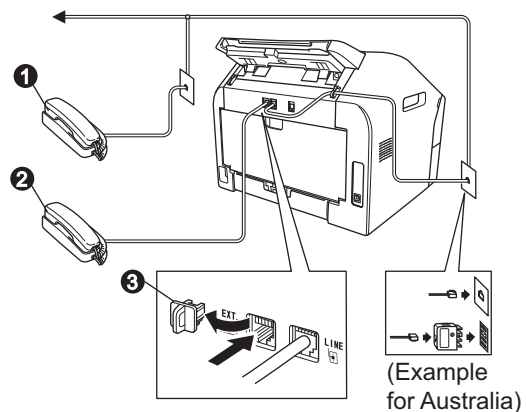
(Example for Australia)

❶ Extension telephone

❷ External telephone

❸ Protective cap

If you are sharing one telephone line with an external telephone answering machine, connect it as shown below.

Before you connect the external telephone answering machine, remove the protective cap ❸ from the **EXT.** socket on the machine.

(Example for Australia)
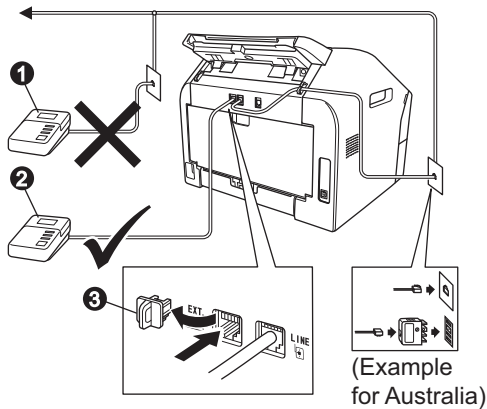
❶ Extension telephone answering machine (not allowed)

❷ External telephone answering machine

❸ Protective cap

Set the receive mode to External TAD if you have an external answering machine. See *Choose a Receive Mode* on page 9. For additional details, see *Connecting an external TAD* in the *Basic User's Guide*.

7 Set your country

This procedure may not be available, depending on the model of your machine.
In this case, proceed to the next step.
You must set your country so that the machine works correctly on local telecommunication lines in each country.

a Check that the power is turned on by plugging in the power cord and turn the power switch on.
Press **OK**.

```
Set Country
Press OK Key
```

b Press ▲ or ▼ to select your country (Australia, New Zealand, South Africa, Turkey or others).

```
Australia
Select ▲▼ or OK
```

c Press **OK** when the LCD shows your country.

d The LCD prompts you to make sure of the country again.

```
Australia?
1.Yes 2.No
```

e Do one of the following:
■ If the LCD shows the correct country, press **1** to go to Step **f**.
■ Press **2** to go back to Step **b** to select the country again.

f After the LCD shows Accepted, the machine will restart automatically. After the restart, the LCD shows Please Wait.

8 Choose a Receive Mode

There are four possible receive modes: `Fax Only`, `Fax/Tel`, `Manual` and `External TAD`.

Do you want to use the telephone features of your machine (if available) or an external telephone or external telephone answering device connected on the same line as the machine?

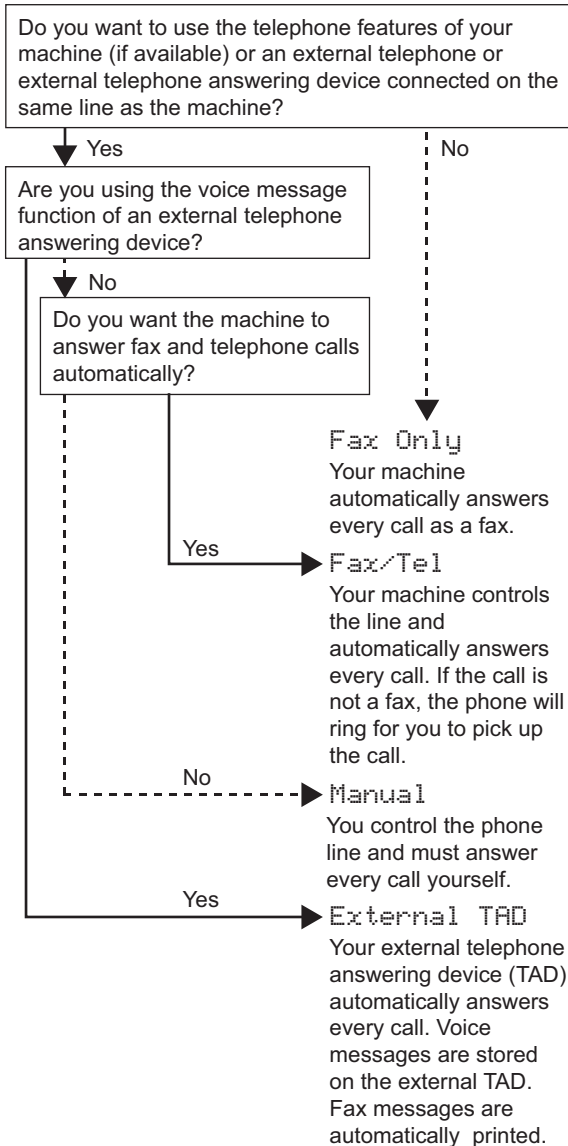**Yes** → Are you using the voice message function of an external telephone answering device?

No ↓

No → Do you want the machine to answer fax and telephone calls automatically?

No → `Fax Only`
Your machine automatically answers every call as a fax.

Yes → `Fax/Tel`
Your machine controls the line and automatically answers every call. If the call is not a fax, the phone will ring for you to pick up the call.

No → `Manual`
You control the phone line and must answer every call yourself.

Yes → `External TAD`
Your external telephone answering device (TAD) automatically answers every call. Voice messages are stored on the external TAD. Fax messages are automatically printed.

a Press **Menu**, **0**, **1**.

b Press ▲ or ▼ to choose the receive mode.
Press **OK**.

c Press **Stop/Exit**.

🔍 For more details, see *Using receive modes* in the *Basic User's Guide*.

9 Set the LCD contrast (if needed)

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

a Press **Menu**, **1**, **5**.

b Press ▶ to increase the contrast.
—OR—
Press ◀ to decrease the contrast.
Press **OK**.

c Press **Stop/Exit**.

10 Set the date and time

The machine displays the time, and if you set up the station ID the date and time will be added to each fax you send.

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

b Enter the last two digits of the year on the dial pad, and then press **OK**.

```
Date&Time
Year:2013
```
(e.g. Enter **1**, **3** for 2013.)

c Enter the two digits for the month on the dial pad, and then press **OK**.

```
Date&Time
Month:03
```
(e.g. Enter **0**, **3** for March.)

d Enter the two digits for the day on the dial pad, and then press **OK**.

```
Date&Time
Day:25
```
(e.g. Enter **2**, **5** for 25th.)

e Enter the time in 24-hour format on the dial pad, and then press **OK**.

```
Date&Time
Time:15:25
```
(e.g. Enter **1**, **5**, **2**, **5** for 15:25.)

f Press **Stop/Exit**.

11 Enter personal information (Station ID)

The machine displays the date and time, and if you set up the Station ID, it will add it to each fax you send.

a Press **Menu**, **0**, **3**.

b Enter your fax number (up to 20 digits) on the dial pad, and then press **OK**.

```
Station ID
Fax:
```

c Enter your telephone number (up to 20 digits) on the dial pad, and then press **OK**. If your telephone number and fax number are the same, enter the same number again.

```
Station ID
Tel:
```

d Use the dial pad to enter your name (up to 20 characters), and then press **OK**.

```
Station ID
Name:
```

📝 **Note**

- See the following chart for entering your name.
- If you need to enter a character that is on the same key as the last character, press ▶ to move the cursor to the right.
- If you entered a character incorrectly and want to change it, press ◀ or ▶ to move the cursor to the incorrect character, press **Clear**.

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

🔍 For more details, see *Entering text* in the *Basic User's Guide*.

e Press **Stop/Exit**.

📝 **Note**

If you make a mistake and want to start again, press **Stop/Exit** and go back to step **a**.

12 Fax Transmission Report

Your Brother machine is equipped with a Transmission Verification Report that can be used as confirmation that you sent a fax. This report lists the name or fax number of the receiving party, the date, time, and duration of the transmission, the number of pages transmitted, and whether or not the transmission was successful. If you want to use the Fax Transmission Report feature see *Printing reports* in the *Advanced User's Guide*.

13 Set tone or pulse dialling mode (not available in New Zealand)

Your machine comes set for a Tone dialling service. If you have a Pulse dialling service (rotary), you need to change the dialling mode.

a Press **Menu**, **0**, **4**.

b Press ▲ or ▼ to choose Pulse (or Tone). Press **OK**.

c Press **Stop/Exit**.

14 Set the telephone line compatibility

If you are connecting the machine to a VoIP service (over the Internet) you need to change the compatibility setting.

📝 **Note**

If you are using an analogue telephone line you can skip this step.

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

b Press ▲ or ▼ to choose Basic(for VoIP). Press **OK**.

c Press **Stop/Exit**.

15 Set the telephone line type (Middle East and Africa only)

If you are connecting the machine to a line that features a PABX (PBX) or ISDN to send and receive faxes, it is also necessary to change the phone line type accordingly by completing the following steps.

a Press **Menu**, **0**, **6**.

b Press ▲ or ▼ to choose PBX, ISDN or Normal. Press **OK**.

Do one of the following:
- If you choose ISDN or Normal, go to step **f**.
- If you choose PBX, go to step **c**.

c Do one of the following:
- If you want to change the current prefix number, press **1** and go to step **d**.
- If you do not want to change the current prefix number, press **2** and go to step **f**.

✎ **Note**

The default setting is "!". When you press **Tel/Mute/R** and **Shift** at the same time, "!" will be displayed on the LCD.

d Press **Clear** to delete the default setting, then enter the prefix number (up to 5 digits) on the dial pad, and then press **OK**.

✎ **Note**

- You can use the numbers 0 to 9, #, ✳ and !. (Press **Tel/Mute/R** and **Shift** at the same time to display "!".)
- You cannot use ! with any other numbers or characters.
- If your telephone system requires a timed break recall, press **Tel/Mute/R** and **Shift** at the same time to enter the break.

e Press ▲ or ▼ to choose On or Always and press **OK**.

✎ **Note**

- If you choose On, pressing **Tel/Mute/R** and **Shift** at the same time (the screen displays "!") will let you access an outside line.
- If you choose Always, you can access an outside line without pressing **Tel/Mute/R** and **Shift** at the same time.

f Press **Stop/Exit**.

✎ **Note**

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

16 Dial Prefix (not available in Middle East and Africa)

The dial prefix setting will automatically dial a predefined number before every fax number you dial. For example: If your phone system requires a 9 to dial an outside number this setting will automatically dial 9 for every fax you send.

a Press **Menu**, **0**, **6**.

(For New Zealand, press **Menu**, **0**, **5**.)

b Enter the prefix number (up to 5 digits) on the dial pad, and then press **OK**.

✎ **Note**

- You can use the numbers 0 to 9, #, ✳ and !. (Press **Hook/Hold** to display "!".)
- You cannot use ! with any other numbers or characters.
- If your telephone system requires a timed break recall (hookflash), press **Hook/Hold** to enter the break.
- (Not available in New Zealand) If the pulse dialling mode is on, # and ✳ are not available to use.

c Press **Stop/Exit**.

17 Set Daylight Saving Time (Oceania and Asia only)

You can set the machine to change for Daylight Saving Time. If you choose On, it will reset the time forward one hour and if you choose Off, it will reset the time backward one hour.

a Press **Menu**, **0**, **2**, **2**.

b Press ▲ or ▼ to choose `On` or `Off`.
Press **OK**.

c Press **1** or **2** to choose `1.Change` or `2.Exit`.

d Press **Stop/Exit**.

18 Automatic Daylight Savings Time (Middle East and Africa only)

You can set the machine to change automatically for Daylight Saving Time. It will reset itself forward one hour in the Spring and backward one hour in the Autumn.

a Press **Menu**, **0**, **2**, **2**.

b Press ▲ or ▼ to choose `On` (or `Off`).
Press **OK**.

c Press **Stop/Exit**.

19 Choose your Operating System

These installation instructions are for Windows® XP Home/Windows® XP Professional, Windows® XP Professional x64 Edition, Windows Vista®, Windows® 7, and Mac OS X (versions 10.5.8, 10.6.x, 10.7.x).

Note

• You can visit us at http://solutions.brother.com/ where you can get product support, the latest driver updates and utilities, and answers to frequently asked questions (FAQs) and technical questions.

• For Linux®, visit your model page at http://solutions.brother.com/.

USB
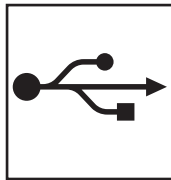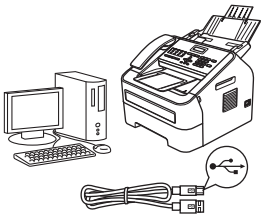
Windows®

Macintosh

For Windows® Users

(Windows® XP/XP Professional x64 Edition/Windows Vista®/Windows® 7)

20 Before you install

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

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

📝 Note

The installer CD-ROM includes Nuance™ PaperPort™ 12SE. This software supports Windows® XP (SP3 or greater), XP Professional x64 Edition (SP2 or greater), Windows Vista® (SP2 or greater) and Windows® 7. Update to the latest Windows® Service Pack before installing MFL-Pro Suite.

b Turn off the machine and make sure the USB interface cable is **NOT** connected to the machine. If you have already connected the cable, disconnect it.
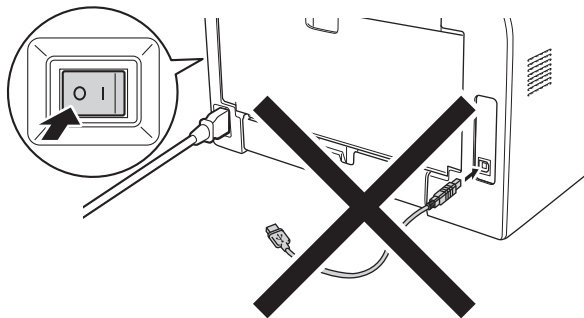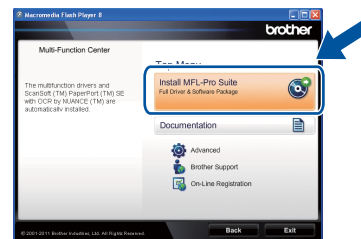
21 Install MFL-Pro Suite

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

📝 Note

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

b Click **Install MFL-Pro Suite**, and click **Yes** if you accept the license agreements.

📝 Note

- If the installation does not continue automatically, open the top menu again by ejecting and then reinserting the CD-ROM or double-click the **start.exe** program from the root folder, and continue from step **b** to install MFL-Pro Suite.
- For Windows Vista® and Windows® 7 users, when the **User Account Control** screen appears, click **Allow** or **Yes**.
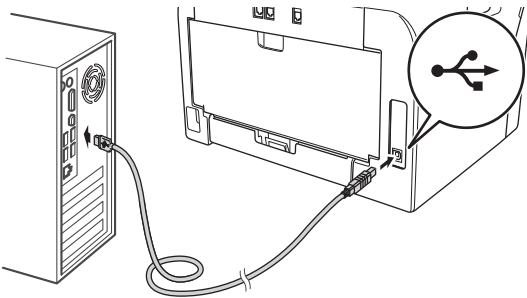
c Choose **Standard** and then click **Next**.

d Follow the on-screen instructions until this screen appears.
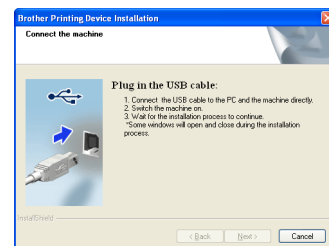
e Connect the USB cable to the USB port

marked with the ⟨⟩ symbol on your machine and then connect the cable to your computer.

f Turn the machine on.

The installation will automatically start. Follow the on-screen instructions.

⚠ IMPORTANT

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

📝 Note

For Windows Vista® and Windows® 7 users, when the **Windows Security** screen appears, select the check box and click **Install** to complete the installation correctly.

g When the **On-Line Registration** screen appears, make your selection and follow the on-screen instructions. Once you have completed the registration process, click **Next**.

h When the **Setup Complete** screen appears, check the box of the action you want to perform, and then click **Next**.
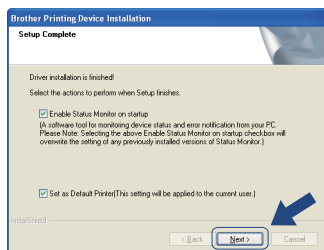
22 Finish and restart

a Click **Finish** to restart your computer. After restarting the computer, you must be logged on with Administrator rights.

📝 Note

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

• Depending on your security settings, a Windows® Security or antivirus software window may appear when using the machine or its software. Please allow or permit the window to continue.

> Finish   **The installation is now complete.**

📝 Note

XML Paper Specification Printer Driver

The XML Paper Specification Printer Driver is the most suitable driver for Windows Vista® and Windows® 7 when printing from applications that use the XML Paper Specification documents. Please download the latest driver by accessing the Brother Solutions Center at http://solutions.brother.com/.

Windows®
USB
Macintosh

15

## For Macintosh Users (Mac OS X 10.5.8 - 10.7.x)

20 Before you install

a Make sure your machine is connected to the power and your Macintosh is ON. You must be logged on with Administrator rights.
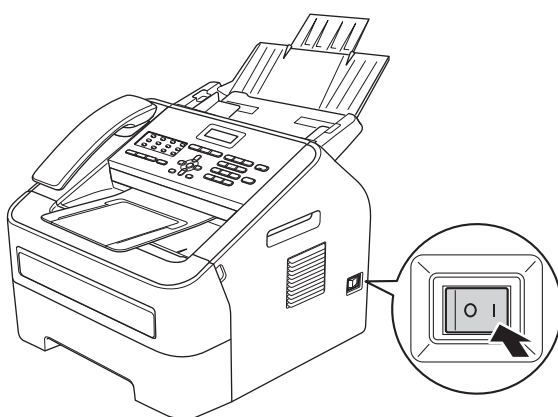
> **❗ IMPORTANT**
>
> For users of Mac OS X 10.5.7 or lower, upgrade to Mac OS X 10.5.8 - 10.7.x. (For the latest drivers and information for the Mac OS X you are using, visit http://solutions.brother.com/.)

b Connect the USB cable to the USB port

marked with the 🔌 symbol on your machine and then connect the cable to your Macintosh.
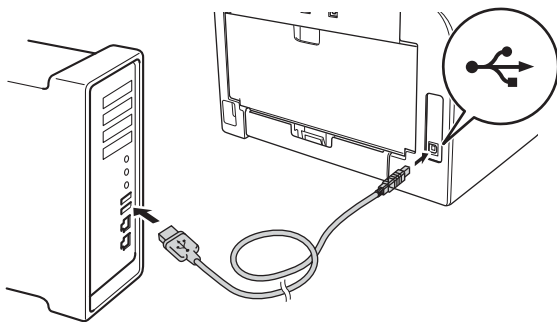
**c** Make sure your machine's power switch is on.

21 Install MFL-Pro Suite

a Put the installer CD-ROM into your CD-ROM drive.

b Double-click the **Start Here OSX** icon. If prompted, select your model and then follow the on-screen instructions.
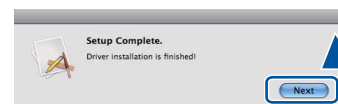

> **❗ IMPORTANT**
>
> DO NOT cancel any of the screens during the installation. It may take a few minutes for the installation to complete.

c Choose your machine from the list, and then click **OK**.
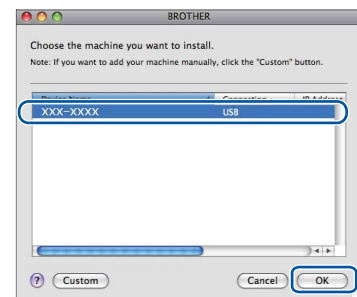
**d** When this screen appears, click **Next**.

OK! The installation of MFL-Pro Suite is now complete.
Go to step 22 on page 17.

22 Download and install Presto! PageManager

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

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

Finish **The installation is now complete.**

Other Information
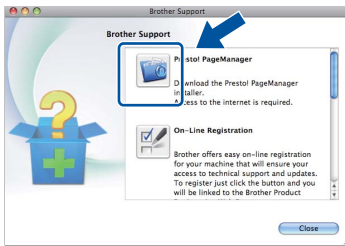
Brother CreativeCentre

BROTHER CREATIVECENTRE

Get inspired. If you're using Windows®, double-click the Brother CreativeCentre icon on your desktop to access our FREE web site with many ideas and resources for personal and professional use. This icon appears after installing MFL-Pro Suite or the optional software available from the Brother Solutions Center.
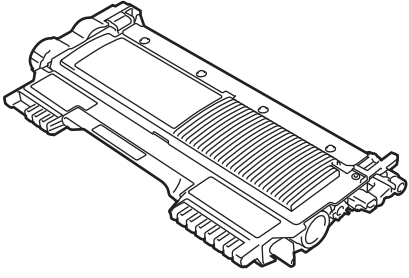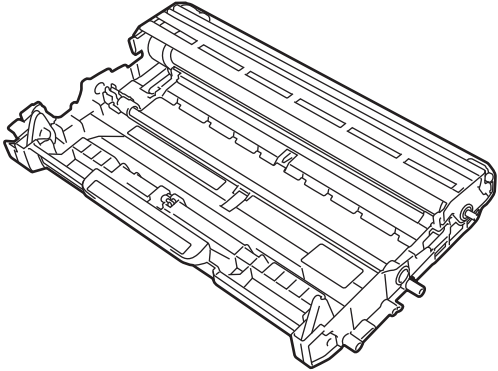
Mac users can access Brother CreativeCentre at this web address:
http://www.brother.com/creativecenter/

Consumables

Consumables

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

Toner cartridges	Drum unit
Standard Toner: TN-2230 (For Oceania), TN-2260 (For Asia, Middle East and Africa) High Yield Toner: TN-2250 (For Oceania), TN-2280 (For Asia, Middle East and Africa)	DR-2225 (For Oceania) DR-2255 (For Asia, Middle East and Africa)

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