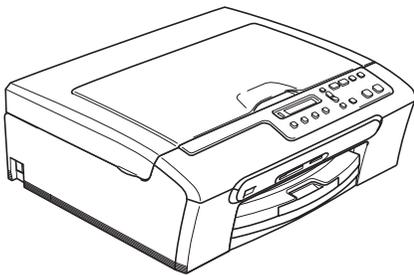


brother®

USER'S GUIDE



DCP-155C

Compilation and Publication Notice

Under the supervision of Brother Industries Ltd., this manual has been compiled and published, covering the latest product descriptions and specifications.

The contents of this manual and the specifications of this product are subject to change without notice.

Brother reserves the right to make changes without notice in the specifications and materials contained herein and shall not be responsible for any damages (including consequential) caused by reliance on the materials presented, including but not limited to typographical and other errors relating to the publication.

Use only GENUINE brother supplies

Brother multifunction machines are designed to work ink of a particular specification and work to a level of optimum performance when used with genuine Brother ink cartridges. Brother cannot guarantee this optimum performance if ink or ink cartridges of other specifications are used. Brother does not therefore recommend the use of cartridges other than genuine Brother cartridges with this machine or the refilling of empty cartridges with ink from other sources. If damage is caused to the print head or other parts of this machine as a result of the use of ink or ink cartridges other than genuine Brother products due to the incompatibility or lack of suitability of those products with this machine, any repairs required as a result will not be covered by the warranty.

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General

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Using the documentation

Thank you for buying a Brother machine! Reading the documentation will help you make the most of your machine.

Symbols and conventions used in the documentation

The following symbols and conventions are used throughout the documentation.

Bold Bold typeface identifies specific keys on the machine's control panel.

Italics Italicized typeface emphasizes an important point or refers you to a related topic.

`Courier New` Text in the Courier New font identifies messages on the LCD of the machine.



Warnings tell you what to do to prevent possible personal injury.



Electrical Hazard icons alert you to possible electrical shock.



Cautions specify procedures you must follow or avoid to prevent possible damage to the machine or other objects.



Notes tell you how you should respond to a situation that may arise or give tips about how the operation works with other features.



Improper Setup icons alert you to devices and operations that are not compatible with the machine.

Accessing the Software User's Guide

This User's Guide does not contain all the information about the machine such as how to use the advanced features of the Printer and Scanner. When you are ready to learn detailed information about these operations, read the Software User's Guide that is on the CD-ROM.

Viewing Documentation

Viewing Documentation (For Windows®)

To view the documentation, from the **Start** menu, point to **Brother, DCP-XXXX** (where XXXX is your model number) from the programs group, and then select **User's Guides in HTML format**.

If you have not installed the software, you can find the documentation by following the instructions below:

- 1 Turn on your PC. Insert the Brother CD-ROM into your CD-ROM drive.
- 2 If the model name screen appears, click your model name.

- 3 If the language screen appears, click your language. The CD-ROM main menu will appear.



Note

If this window does not appear, use Windows® Explorer to run the start.exe program from the root directory of the Brother CD-ROM.

- 4 Click **Documentation** to view the **Software User's Guide** in HTML format.
- 5 Click the documentation you want to read.
 - **HTML documents: Software User's Guide and Network User's Guide** in HTML format.
This format is recommended for viewing on your computer.
 - **PDF documents: User's Guide** for stand-alone operations, **Software User's Guide** in PDF format.
This format is recommended for printing the manuals. Click to go to the Brother Solutions Center, where you can view or download the PDF documents. (Internet access and PDF Reader software are required.)

How to find Scanning instructions

There are several ways you can scan documents. You can find the instructions as follows:

Software User's Guide

- *Scanning* (For Windows® 2000 Professional/Windows® XP and Windows Vista™)
- *ControlCenter3* (For Windows® 2000 Professional/Windows® XP and Windows Vista™)

Viewing Documentation (For Macintosh®)

- 1 Turn on your Macintosh®. Insert the Brother CD-ROM into your CD-ROM drive. The following window will appear.



- 2 Double-click the **Documentation** icon.
- 3 Double-click your language folder.
- 4 Double-click the top page file to view the **Software User's Guide** in HTML format.
- 5 Click the documentation you want to read.
 - **Software User's Guide:** Software User's Guide in HTML format

How to find Scanning instructions

There are several ways you can scan documents. You can find the instructions as follows:

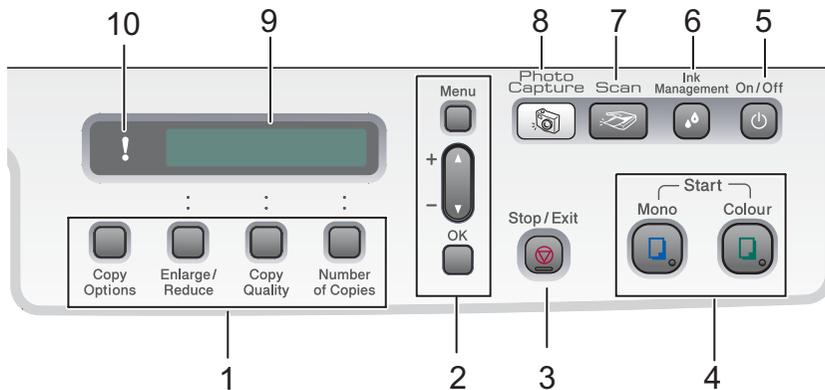
Software User's Guide

- *Scanning*
(For Mac OS® X 10.2.4 or greater)
- *ControlCenter2*
(For Mac OS® X 10.2.4 or greater)

Presto!® PageManager® User's Guide

- Instructions for scanning directly from Presto!® PageManager®. The complete Presto!® PageManager® User's Guide can be viewed from the Help selection in the Presto!® PageManager® application.

Control panel overview



1 Copy keys

Lets you temporarily change the copy settings when in copy mode.

■ Copy Options

You can quickly and easily select temporary settings for copying.

■ Enlarge/Reduce

Lets you enlarge or reduce copies depending on the ratio you select.

■ Copy Quality

Use this key to temporarily change the quality of your copies.

■ Number of Copies

Use this key to make multiple copies.

2 Menu keys:

■ Menu

Lets you access the main menu.

■ +▲ or -▼

Press to scroll through the menus and options.

■ OK

Lets you select a setting.

3 Stop/Exit

Stops an operation or exits from a menu.

4 Start keys:

■ Mono Start

Lets you start making copies in monochrome. Also lets you start a scanning operation (in colour or mono, depending on the scanning setting in the ControlCenter software).

■ Colour Start

Lets you start making copies in full colour. Also lets you start a scanning operation (in colour or mono, depending on the scanning setting in the ControlCenter software).

5 On/Off

You can turn the machine on and off.

If you turn the machine off, it will periodically clean the print head to maintain print quality.

6 Ink Management

Lets you clean the print head, check the print quality, and check the available ink volume.

7 Scan

Lets you access Scan mode.

8 PhotoCapture

Lets you access PhotoCapture Center™ mode.

9 LCD (liquid crystal display)

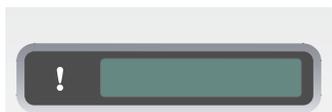
Displays messages on the screen to help you set up and use your machine.

10 Warning LED

Turns red when the LCD displays an error or an important status message.

Warning LED indications

The status LED (Light Emitting Diode) is a light that shows the DCP status. The LCD shows the current machine status when the machine is idle.



LED	DCP status	Description
! Off	Ready	The DCP is ready for use.
! Red	Cover open	The cover is open. Close the cover. (See <i>Error messages</i> on page 55.)
	Ink empty	Replace the Ink cartridge with a new one. (See <i>Replacing the ink cartridges</i> on page 60.)
	Paper error	Put paper in the tray or clear the paper jam. Check the LCD message. (See <i>Troubleshooting and Routine Maintenance</i> on page 52.)
	Other messages	Check the LCD message. (See <i>Troubleshooting and Routine Maintenance</i> on page 52.)

Printing Reports

The following reports are available:

- **Help List**
A help list about how to quickly program your machine.
- **User Settings**
Lists your settings.

How to print a report

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 3. **Print Reports**. Press **OK**.
- 3 Press **▲** or **▼** to choose the report you want. Press **OK**.
- 4 Press **Mono Start**.
- 5 Press **Stop/Exit**.

2

Loading documents and paper

Loading documents

You can make copies and scan from the scanner glass.

Using the scanner glass

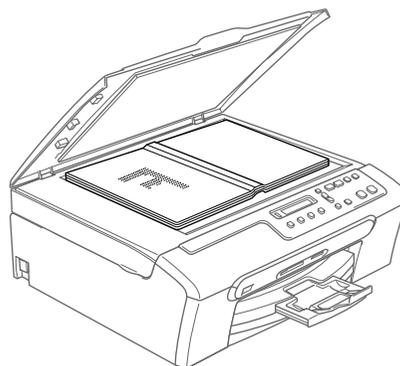
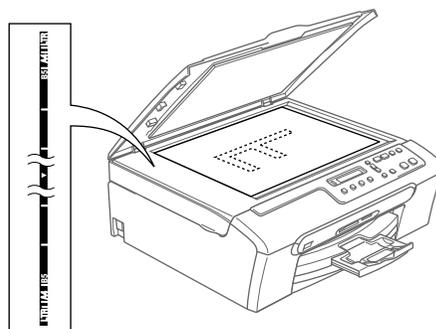
You can use the scanner glass to copy or scan pages of a book or one page at a time.

Document Sizes Supported

- Size: Up to A4 size [215.9 to 297 mm]
- Weight: Up to 2 kg

How to load documents

- 1 Lift the document cover.
- 2 Using the document guidelines on the left, center the document face down on the scanner glass.



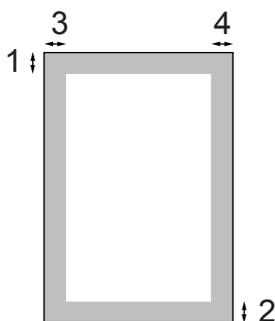
- 3 Close the document cover.

! CAUTION

If you are scanning a book or thick document, DO NOT slam the cover or press on it.

Scannable area

The scannable area depends on the settings in the application you are using. The figures below show the areas you cannot scan on Letter and A4 paper.



Usage	Document Size	Top (1) Bottom (2)	Left (3) Right (4)
Copy	Letter	3 mm	3 mm
	A4	3 mm	3 mm
Scan	Letter	3 mm	3 mm
	A4	3 mm	0 mm

Acceptable paper and other media

The print quality can be affected by the type of paper you are using in the machine.

To get the best print quality for the settings you have chosen, always set the Paper Type to match the type of paper you load.

You can use plain paper, inkjet paper (coated paper), glossy paper, transparencies and envelopes.

We recommend testing various paper types before buying large quantities.

For best results, use the Brother paper.

- When you print on inkjet paper (coated paper), transparencies and photo paper, be sure to choose the correct media in the 'Basic' tab of the printer driver or in the Paper Type setting of the menu.
- When you print on Brother photo paper, load the instruction sheet included with the photo paper in the paper tray first, and then put the photo paper on the instruction sheet.
- When you use transparencies or photo paper, remove each sheet at once to prevent smudging or paper jams.
- Avoid touching the printed surface of the paper immediately after printing; the surface may not be completely dry and may stain your fingers.

Recommended media

To get the best print quality, we suggest using Brother paper. (See table below.)

If Brother paper is not available in your country, we recommend testing various papers before purchasing large quantities.

We recommend using '3M Transparency Film' when you print on transparencies.

Brother paper

Paper Type	Item
A4 Plain	BP60PA
A4 Glossy Photo	BP61GLA
A4 Inkjet (Matte)	BP60MA
10 x 15 cm Glossy	BP61GLP

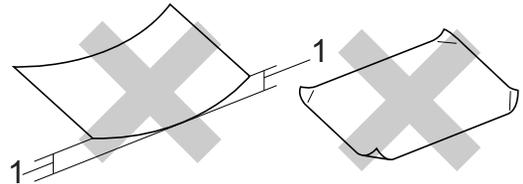
Handling and using media

- Store paper in its original packaging, and keep it sealed. Keep the paper flat and away from moisture, direct sunlight and heat.
- The coated side of photo paper is shiny. Avoid touching the shiny (coated) side. Load photo paper with the shiny side facing down.
- Avoid touching either side of transparencies because they absorb water and perspiration easily, and this may cause decreased output quality. Transparencies designed for laser printers/copiers may stain your next document. Use only transparencies recommended for inkjet printing.

Improper Setup

DO NOT use the following kinds of paper:

- Damaged, curled, wrinkled, or irregularly shaped paper



1 2 mm or longer

- Extremely shiny or highly textured paper
- Paper already printed on by a printer
- Paper that cannot be arranged uniformly when stacked
- Paper made with a short grain

Paper capacity of the output paper tray

Up to 50 sheets of 20 lb Letter or 80 g/m² A4 paper.

- Transparencies or photo paper must be picked up from the output paper tray one page at a time to avoid smudging.

Choosing the right media

Paper type and size for each operation

Paper Type	Paper Size		Usage		
			Copy	Photo Capture	Printer
Cut Sheet	Letter	216 × 279 mm (8 1/2 × 11 in.)	Yes	Yes	Yes
	A4	210 × 297 mm (8.3 × 11.7 in.)	Yes	Yes	Yes
	Legal	216 × 356 mm (8 1/2 × 14 in.)	Yes	–	Yes
	Executive	184 × 267 mm (7 1/4 × 10 1/2 in.)	–	–	Yes
	JIS B5	182 × 257 mm (7.2 × 10.1 in.)	–	–	Yes
	A5	148 × 210 mm (5.8 × 8.3 in.)	Yes	–	Yes
	A6	105 × 148 mm (4.1 × 5.8 in.)	–	–	Yes
Cards	Photo	10 × 15 cm (4 × 6 in.)	Yes	Yes	Yes
	Photo 2L	13 × 18 cm (5 × 7 in.)	–	Yes	Yes
	Index Card	127 × 203 mm (5 × 8 in.)	–	–	Yes
	Post Card 1	100 × 148 mm (3.9 × 5.8 in.)	–	–	Yes
	Post Card 2 (Double)	148 × 200 mm (5.8 × 7.9 in.)	–	–	Yes
Envelopes	C5 Envelope	162 × 229 mm (6.4 × 9 in.)	–	–	Yes
	DL Envelope	110 × 220 mm (4.3 × 8.7 in.)	–	–	Yes
	COM-10	105 × 241 mm (4 1/8 × 9 1/2 in.)	–	–	Yes
	Monarch	98 × 191 mm (3 7/8 × 7 1/2 in.)	–	–	Yes
	JE4 Envelope	105 × 235 mm (4.1 × 9.3 in.)	–	–	Yes
Transparencies	Letter	216 × 279 mm (8 1/2 × 11 in.)	Yes	–	Yes
	A4	210 × 297 mm (8.3 × 11.7 in.)	Yes	–	Yes

Paper weight, thickness and capacity

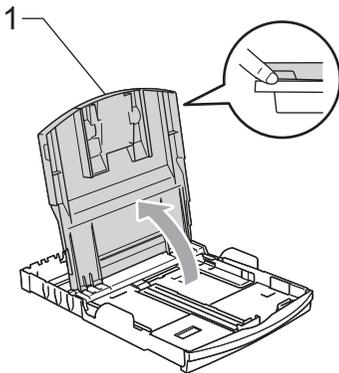
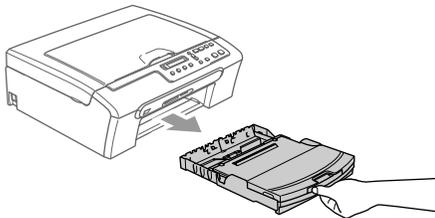
Paper Type		Weight	Thickness	No. of sheets
Cut Sheet	Plain Paper	64 to 120 g/m ² (17 to 32 lb)	0.08 to 0.15 mm (0.003 to 0.006 in.)	100 ¹
	Inkjet Paper	64 to 200 g/m ² (17 to 53 lb)	0.08 to 0.25 mm (0.003 to 0.01 in.)	20
	Glossy Paper	Up to 220 g/m ² (Up to 58 lb)	Up to 0.25 mm (Up to 0.01 in.)	20
Cards	Photo Card	Up to 240 g/m ² (Up to 64 lb)	Up to 0.28 mm (Up to 0.01 in.)	20
	Index Card	Up to 120 g/m ² (Up to 32 lb)	Up to 0.15 mm (Up to 0.006 in.)	30
	Post Card	Up to 200 g/m ² (Up to 53 lb)	Up to 0.23 mm (Up to 0.01 in.)	30
Envelopes		75 to 95 g/m ² (20 to 25 lb)	Up to 0.52 mm (Up to 0.02 in.)	10
Transparencies		–	–	10

¹ Up to 50 sheets for Legal size paper 80 g/m² (20 lb).
Up to 100 sheets of 80 g/m² (20 lb) paper.

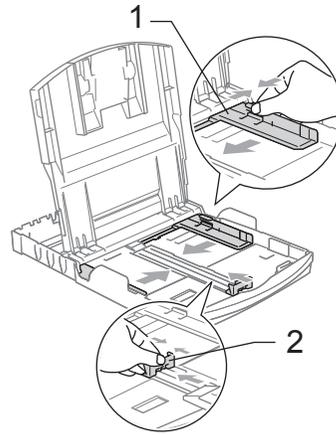
Loading paper, envelopes and other media

Loading paper and other media

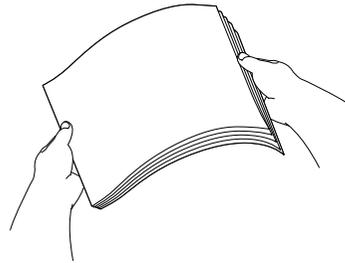
- 1 Pull the paper tray completely out of the machine. Lift the output paper tray cover (1).



- 2 Press and slide the paper side guides (1) and paper length guide (2) to fit the paper size.



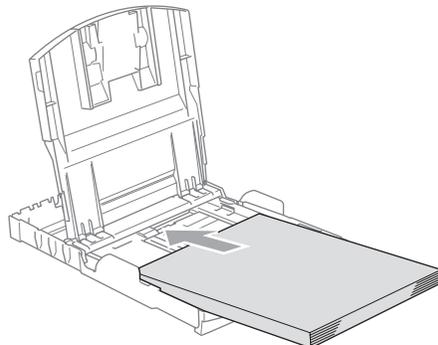
- 3 Fan the stack of paper well to avoid paper jams and misfeeds.



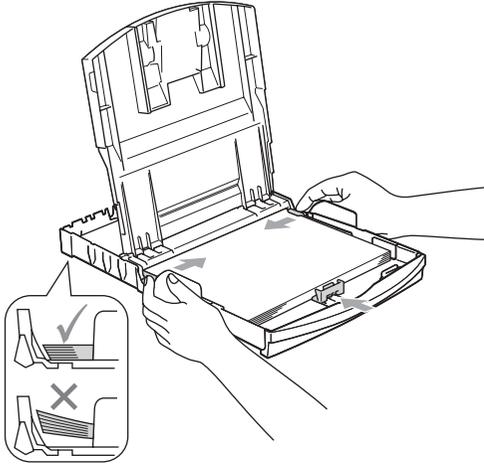
Note

Always make sure that the paper is not curled.

- 4 Gently put the paper into the paper tray print side down and top edge first. Check that the paper is flat in the tray.



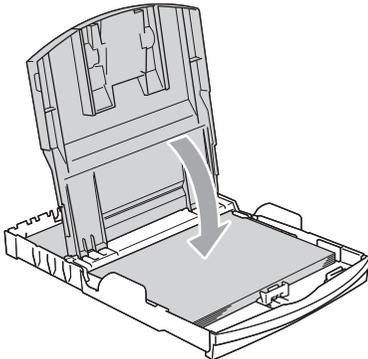
- 5 Gently adjust the paper side guides to the paper with both hands. Make sure the paper side guides touch the sides of the paper.



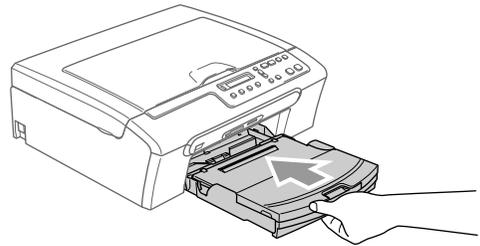
Note

Be careful that you do not push the paper in too far; it may lift at the back of the tray and cause feed problems.

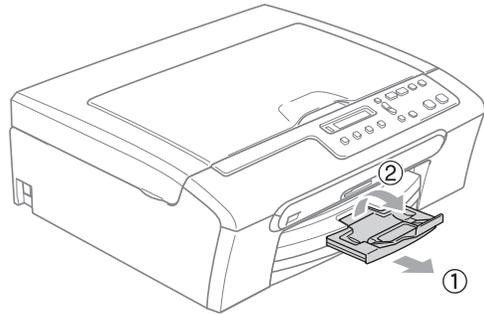
- 6 Close the output paper tray cover.



- 7 Slowly push the paper tray completely into the machine.



- 8 While holding the paper tray in place, pull out the paper support (1) until it clicks and unfold the paper support flap (2).



Note

Do not use the paper support flap for Legal paper.

Loading envelopes and post cards

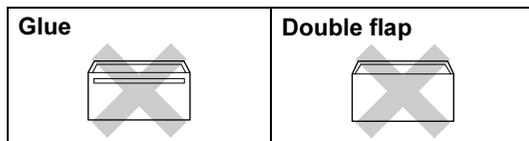
Loading envelopes

- Use envelopes that weigh from 75 to 95 g/m².
- Some envelopes need margin settings to be set in the application. Make sure you do a test print first.

! CAUTION

DO NOT use any of the following types of envelopes, as they will cause paper feed problems:

- If they are of a baggy construction.
- That are embossed (have raised writing on them).
- That have clasps or staples.
- That are pre-printed on the inside.



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

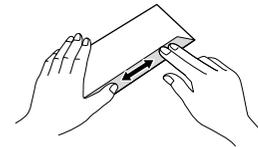
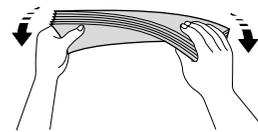
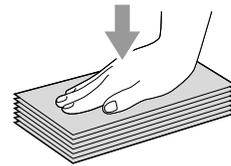
How to load envelopes and post cards

- 1 Before loading, press the corners and sides of the envelopes or post cards to make them as flat as possible.

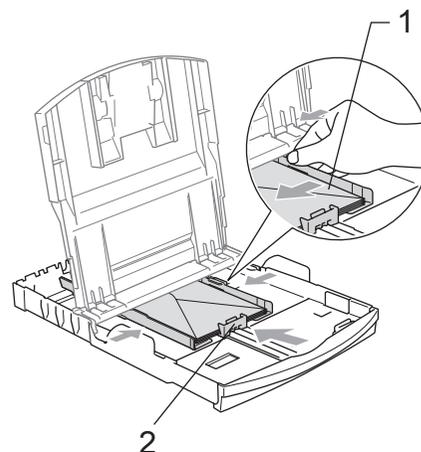


Note

If the envelopes or post cards are 'double-feeding', put one envelope in the paper tray at a time.

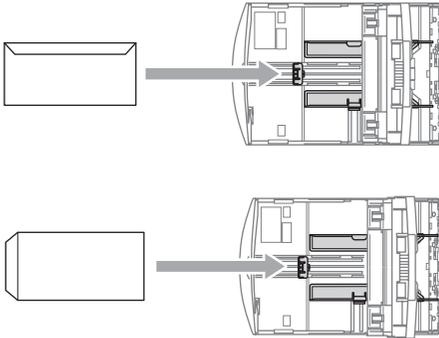


- 2 Put the envelopes or post cards into the paper tray with the address side down and the leading edge (top of the envelopes) in first. Slide the paper side guides (1) and paper length guide (2) to fit the size of the envelopes or post cards.



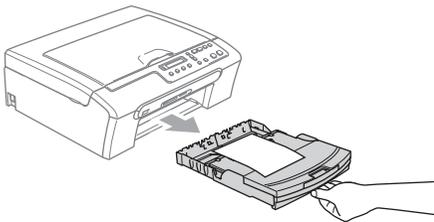
If you have problems when printing on envelopes, try the following suggestions:

- 1 Open the envelope flap.
- 2 Make sure the open flap is either to the side of the envelope or to the back edge of the envelope when printing.
- 3 Adjust the size and margin in your application.



Removing small printouts from the machine

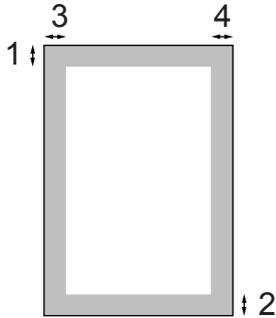
When the machine ejects small paper onto the output paper tray you may not be able to reach it. Make sure printing has finished, and then pull the tray completely out of the machine.



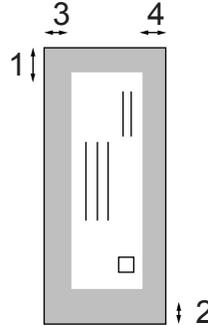
Printable area

The printable area depends on the settings in the application you are using. The figures below show the unprintable areas on cut sheet paper and envelopes. The machine can only print in the shaded areas when the Borderless print feature is available and turned on.

Cut Sheet Paper



Envelopes



	Top (1)	Bottom (2)	Left (3)	Right (4)
Cut Sheet	3 mm	3 mm	3 mm	3 mm
Envelopes	12 mm	24 mm	3 mm	3 mm



Note

The Borderless feature is not available for envelopes.



Copy

Making copies

18

3

Making copies

How to copy

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

Making a single copy

- 1 Load your document.
- 2 Press **Mono Start** or **Colour Start**.

Making multiple copies

You can make up to 99 copies.

- 1 Load your document.
- 2 Press **Number of Copies** repeatedly until the number of copies you want appears (up to 99).
Or press ▲ or ▼ to change the number of copies.
- 3 Press **Mono Start** or **Colour Start**.

Stop copying

To stop copying, press **Stop/Exit**.

Copy options

When you want to quickly change the copy settings temporarily for the next copy, use the temporary Copy keys. You can use different combinations.



Copy
Options



Enlarge/
Reduce



Copy
Quality



Number
of Copies

The machine returns to its default settings 1 minute after it finishes copying.



Note

You can save the copy settings you use most often by setting them as default. You can find instructions on how to do this in the section for each feature.

Changing copy speed and quality

You can select from a range of quality settings. The default setting is **Normal**.

To temporarily change the quality setting, follow the instructions below:

<p>Press</p>  <p>Copy Quality</p>	Normal	Normal is the recommended mode for ordinary print outs. This produces good copy quality with good copy speed.
	Fast	Fast copy speed and lowest ink consumption. Use to save time printing documents to be proof-read, large documents or many copies.
	Best	Use best mode to copy precise images such as photographs. This provides the highest resolution and the slowest speed.

- 1 Load your document.
- 2 Press **Copy Quality** repeatedly to choose **Fast**, **Normal** or **Best**.
- 3 Press **Mono Start** or **Colour Start**.

To change the default setting, follow the instructions below:

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 1. **Copy**. Press **OK**.
- 3 Press **▲** or **▼** to choose 3. **Quality**. Press **OK**.
- 4 Press **▲** or **▼** to choose **Fast**, **Normal** or **Best**. Press **OK**.
- 5 Press **Stop/Exit**.

Enlarging or reducing the image copied

You can select the following enlargement or reduction ratios:

Custom (25-400%) allows you to enter a ratio from 25% to 400%.

<p>Press</p>  <p>Enlarge / Reduce</p>	Custom (25-400%)
	200%
	198% 10x15cm→A4
	186% 10x15cm→LTR
	142% A5→A4
	104% EXE→LTR
	100%
	97% LTR→A4
	93% A4→LTR
	83%
	78%
	69% A4→A5
	50%

To enlarge or reduce the next copy follow the instruction below:

- 1 Load your document.
- 2 Press **Enlarge/Reduce**.
- 3 Do one of the following:
 - Press ▲ or ▼ to choose the enlargement or reduction ratio you want. Press **OK**.
 - Press ▲ or ▼ to choose Custom(25-400%). Press **OK**. Press ▲ or ▼ repeatedly to enter an enlargement or reduction ratio from 25% to 400%. Press **OK**.
- 4 Press **Mono Start** or **Colour Start**.



Note

Page Layout Options 2 in 1 (P), 2 in 1 (L), 4 in 1 (P), 4 in 1 (L) or Poster(3 x 3) are *not* available with **Enlarge/Reduce**.

Making N in 1 copies or a poster

You can reduce the amount of copies by using the N in 1 copy feature. This allows you to copy two or four pages onto one page, which allows you to save paper.

You can also produce a poster. When you use the poster feature your machine divides your document into sections, then enlarges the sections so you can assemble them into a poster.

Important

- Please make sure paper size is set to Letter, Legal, or A4.
- You cannot use the Enlarge/Reduce setting with the N in 1 and Poster features.
- N in 1 colour copies are not available.
- (P) means Portrait and (L) means Landscape.
- You can only make one poster copy at a time.

Press  Copy Options and then ▲ or ▼ to choose Page Layout	Off(1 in 1)
	2 in 1 (P)
	2 in 1 (L)
	4 in 1 (P)
	4 in 1 (L)
	Poster(3 x 3)

- 1 Load your document.
- 2 Press **Copy Options** and ▲ or ▼ to choose Page Layout. Press **OK**.
- 3 Press ▲ or ▼ to choose 2 in 1 (P), 2 in 1 (L), 4 in 1 (P), 4 in 1 (L), Poster(3 x 3) or Off(1 in 1). Press **OK**.
- 4 Press **Mono Start** to scan the document. You can also press **Colour Start** if you are using the Poster layout.
- 5 After the machine scans the page, press ▲ (Yes) to scan the next page.

Next Page?

▲ Yes ▼ No

- 6 Put the next document on the scanner glass. Press **OK**. Repeat 5 and 6 for each page of the layout.

Set Next Page

Then Press OK

- 7 After all the pages have been scanned, press **▼ (No)** to finish.



Note

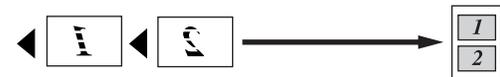
If any photo paper is selected as the paper type setting for N in 1 copies, the images will be printed as if plain paper had been selected.

Place your document face down in the direction shown below:

■ **2 in 1 (P)**



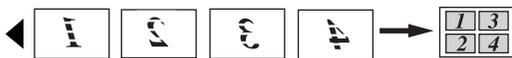
■ **2 in 1 (L)**



■ **4 in 1 (P)**

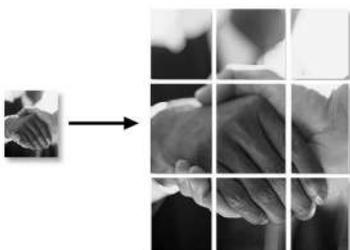


■ **4 in 1 (L)**



■ **Poster (3x3)**

You can make a poster size copy of a photograph.



Adjusting Brightness, Contrast and Colour

Brightness

To temporarily change the brightness setting, follow the instruction below:

<p>Press</p> <p>Copy Options</p> <p>and then ▲ or ▼ to choose Brightness</p>	<p>-□□■□□+</p>
--	----------------

- 1 Load your document.
- 2 Press **Copy Options** and **▲** or **▼** to choose **Brightness**. Press **OK**.

-□□■□□+
- 3 Press **▲** or **▼** to make a lighter or darker copy. Press **OK**.
- 4 Press **Mono Start** or **Colour Start**.
To change the default setting follow the instructions below:
 - 1 Press **Menu**.
 - 2 Press **▲** or **▼** to choose 1.Copy. Press **OK**.
 - 3 Press **▲** or **▼** to choose 4.Brightness. Press **OK**.
 - 4 Press **▲** or **▼** to make a lighter or darker copy. Press **OK**.
 - 5 Press **Stop/Exit**.

Contrast

Adjust the contrast to help an image look sharper and more vivid.

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 1.Copy.
Press **OK**.
- 3 Press **▲** or **▼** to choose 5.Contrast.
Press **OK**.
- 4 Press **▲** or **▼** to increase or decrease the contrast.
Press **OK**.
- 5 Press **Stop/Exit**.

Colour saturation

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 1.Copy.
Press **OK**.
- 3 Press **▲** or **▼** to choose 6.Color Adjust.
Press **OK**.
- 4 Press **▲** or **▼** to choose 1.Red, 2.Green or 3.Blue.
Press **OK**.
- 5 Press **▲** or **▼** to change the colour saturation.
Press **OK**.
- 6 Do one of the following:
 - Return to 4 to select the next colour.
 - Press **Stop/Exit**.

Paper options

Paper type

If you are copying on special paper, be sure to select the type of paper you are using so you will get the best print quality.

<p>Press</p>  <p>Copy Options</p> <p>and then ▲ or ▼ to choose Paper Type</p>	Plain Paper
	Inkjet Paper
	Brother Photo
	Other Photo
	Transparency

- 1 Load your document.
- 2 Press **Copy Options** and **▲** or **▼** to choose Paper Type.
Press **OK**.
- 3 Press **▲** or **▼** to choose the type of paper you are using.
Press **OK**.
- 4 Press **Mono Start** or **Colour Start**.

To change the default setting, follow the instruction below:

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 1.Copy.
Press **OK**.
- 3 Press **▲** or **▼** to choose 1.Paper Type.
Press **OK**.
- 4 Press **▲** or **▼** to choose Plain Paper, Inkjet Paper, Brother Photo, Other Photo or Transparency.
Press **OK**.
- 5 Press **Stop/Exit**.

Paper size

If copying on paper other than A4 size, you will need to change the paper size setting. You can copy on Letter, Legal, A4, A5 or Photo Card (10×15 cm) paper.

<p>Press</p>  <p>Copy Options</p>	Letter
	Legal
	A4
	A5
and then ▲ or ▼ to choose Paper Size	10 (W) x 15 (H) cm

- 1 Load your document.
- 2 Press **Copy Options** and ▲ or ▼ to choose Paper Size.
Press **OK**.
- 3 Press ▲ or ▼ to choose the size of paper you are using.
Press **OK**.
- 4 Press **Mono Start** or **Colour Start**.

To change the default setting, follow the instruction below:

- 1 Press **Menu**.
- 2 Press ▲ or ▼ to choose 1.Copy.
Press **OK**.
- 3 Press ▲ or ▼ to choose 2.Paper Size.
Press **OK**.
- 4 Press ▲ or ▼ to choose the paper size you are using, Letter, Legal, A4, A5 or 10x15cm.
Press **OK**.
- 5 Press **Stop/Exit**.



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Printing photos from a memory card or USB Flash memory drive

PhotoCapture Center™ Operations

Printing from a memory card or USB Flash memory drive without a PC

Even if your machine is not connected to your computer, you can print photos directly from digital camera media or a USB Flash memory drive. (See *How to print from a memory card or USB Flash memory drive* on page 29.)

Scanning to a memory card or USB Flash memory drive without a PC

You can scan documents and save them directly to a memory card or USB Flash memory drive. (See *Scan to a memory card or USB Flash memory drive* on page 35.)

Using PhotoCapture Center™ from your computer

You can access a memory card that is inserted in front of the machine from your PC.

(See *PhotoCapture Center™* for Windows® or *PhotoCapture Center™* for Macintosh® in the Software User's Guide on the CD-ROM.)

Using memory card or USB Flash memory drive

Your Brother machine has media drives (slots) for use with popular digital camera media: CompactFlash®, Memory Stick®, Memory Stick Pro™, SecureDigital, MultiMediaCard™ and xD-Picture Card™ and USB Flash memory drives.



CompactFlash®



Memory Stick®

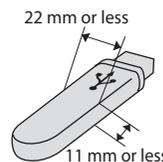
Memory Stick Pro™



SecureDigital
MultiMediaCard™



xD-Picture Card™



USB Flash memory
drive

- miniSD™ can be used with a miniSD™ adapter.
- Memory Stick Duo™ can be used with a Memory Stick Duo™ adapter.
- Memory Stick Pro Duo™ can be used with a Memory Stick Pro Duo™ adapter.
- Adapters are not included with the machine. Contact a third party supplier for adapters.

The PhotoCapture Center™ feature lets you print digital photos from your digital camera at high resolution to get photo quality printing.

Memory cards or USB Flash memory drive folder structure

Your machine is designed to be compatible with modern digital camera image files and memory cards; however, please read the points below to avoid errors:

- The image file extension must be .JPG (Other image file extensions like .JPEG, .TIF, .GIF and so on will not be recognized).
- PhotoCapture Center™ printing without using a PC must be performed separately from PhotoCapture Center™ operations using the PC. (Simultaneous operation is not available.)
- IBM Microdrive™ is not compatible with the machine.
- The machine can read up to 999 files on a memory card.
- CompactFlash® Type II is not supported.
- This product supports xD-Picture Card™ Type M / Type H.
- The DPOF file on the memory cards or USB Flash memory drive must be in a valid format. (See *DPOF printing* on page 31.)

Please be aware of the following:

- When printing the INDEX or IMAGE, the PhotoCapture Center™ will print all the valid images, even if one or more images have been corrupted. A portion of the corrupted image may be printed. The corrupted image will not be deleted.

■ (Memory card users)

Your machine is designed to read memory cards that have been formatted by a digital camera.

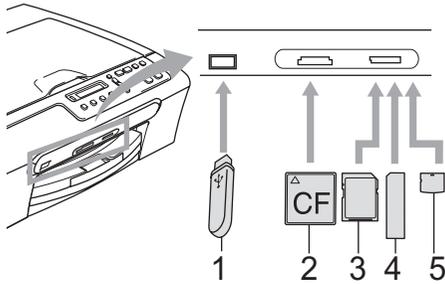
When a digital camera formats a memory card it creates a special folder into which it copies image data. If you need to modify the image data stored on a memory card with your PC, we recommend that you do not modify the folder structure created by the digital camera. When saving new or modified image files to the memory card we also recommend you use the same folder your digital camera uses. If the data is not saved to the same folder, the machine may not be able to read the file or print the image.

■ (USB Flash memory drive users)

This machine supports USB Flash memory drives that have been formatted by Windows®.

Getting started

Firmly put a memory card or USB Flash memory drive into the correct slot.

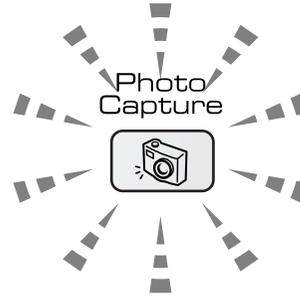


- 1 USB Flash memory drive
- 2 CompactFlash®
- 3 SecureDigital, MultiMediaCard™
- 4 Memory Stick®, Memory Stick Pro™
- 5 xD-Picture Card™

! CAUTION

The USB direct interface supports only a USB Flash memory drive, a PictBridge compatible camera, or a digital camera that uses the USB mass storage standard. Any other USB devices are not supported.

PhotoCapture key indications:



- **PhotoCapture** light is on, the memory card or USB Flash memory drive is properly inserted.
- **PhotoCapture** light is off, the memory card or USB Flash memory drive is not properly inserted.
- **PhotoCapture** light is blinking, the memory card or USB Flash memory drive is being read or written to.

! CAUTION

DO NOT unplug the power cord or remove the memory card or USB Flash memory drive from the media drive (slot) or USB direct interface while the machine is reading or writing to the memory card or USB Flash memory drive (the **PhotoCapture** key is blinking). **You will lose your data or damage the card.**

The machine can only read one device at a time so do not put more than one device in a slot.

How to print from a memory card or USB Flash memory drive

Before printing a photo you must first print a thumbnail index to choose the number of the photo you want to print. Follow the instructions below to start printing directly from your memory card:

- 1 Make sure you have put the memory card or USB Flash memory drive in the correct slot. The LCD will show the following message:

C.Flash Active

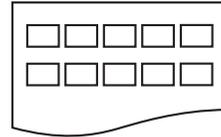
Press PhotoCa...
- 2 Press **PhotoCapture**. For DPOF printing, see *DPOF printing* on page 31.
- 3 Press **▲** or **▼** to choose `Print Index` and then press **OK**.
- 4 Press **Colour Start** to start printing the index sheet. Make a note of the image number you want to print. See *Print Index (Thumbnails)* on page 29 .
- 5 To print images press **▲** or **▼** to choose `Print Images` in 3 and then press **OK**. See *Printing Images* on page 30.
- 6 Enter the image number and press **OK**.
- 7 Press **Colour Start** to start printing.

Print Index (Thumbnails)

The PhotoCapture Center™ assigns numbers for images (such as No.1, No.2, No.3, and so on).



The PhotoCapture Center™ does not recognise any other numbers or file names that your digital camera or PC has used to identify the pictures (Index page with 5 images per line). This will show all the pictures on the media card or USB Flash memory drive.



Note

- File names cannot be printed correctly if they are Chinese. However it does not affect any functions.
- Only file names that are 8 characters or less will be printed correctly on the index sheet.

- 1 Make sure you have put the memory card in the correct slot.
Press  (**PhotoCapture**).
- 2 Press **▲** or **▼** to choose `Print Index`. Press **OK**.
- 3 Press **▲** or **▼** to choose the type of paper you are using, Plain Paper, Inkjet Paper, Brother Photo or Other Photo.
Press **OK**.

- 4 Press ▲ or ▼ to choose the paper size you are using, *Letter* or *A4*. Press **OK**.
- 5 Press **Colour Start** to print.

Printing Images

Before you can print an individual image, you have to know the image number.

- 1 Make sure you have put the memory card or USB Flash memory drive in the correct slot.
- 2 Print the index first. (See *Print Index (Thumbnails)* on page 29.)
Press  (**PhotoCapture**).
- 3 Press ▲ or ▼ to choose *Print Images*. Press **OK**.



Note

If your memory card or USB Flash memory drive contains valid DPOF information, the LCD will show *DPOF Print:Yes*, see *DPOF printing* on page 31.

- 4 Press ▲ repeatedly to enter the image number that you want to print from the thumbnail index.
Press **OK**.

No.:1,3,6



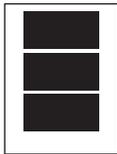
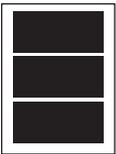
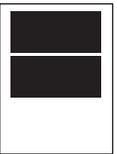
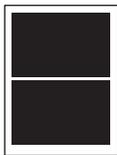
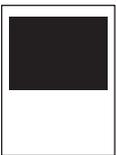
Note

- Press ▼ to decrease the image number.
- You can enter a range of numbers at one time by using the **Copy Options** key for hyphen. (For example, enter **1**, **Copy Options**, **5** to print images No.1 to No.5).
- You can enter up to 12 characters (including commas) for the image numbers you want to print.

- 5 After you have selected the images you want to print, press **OK** to select your settings.
If you have already chosen your settings, press **Colour Start**.
- 6 Press ▲ or ▼ to choose the type of paper you are using, *Plain Paper*, *Inkjet Paper*, *Brother Photo* or *Other Photo*.
Press **OK**.
- 7 Press ▲ or ▼ to choose the paper size you are using, *Letter*, *A4*, *10x15cm* or *13x18cm*.
Press **OK**.
 - If you selected *Letter* or *A4*, go to 8.
 - If you selected another size, go to 9.
 - If you have finished choosing settings, press **Colour Start**.
- 8 Press ▲ or ▼ to choose the print size (*10 x 8cm*, *13 x 9cm*, *15 x 10cm*, *18 x 13cm*, *20 x 15cm* or *Max. Size*).
Press **OK**.
- 9 Do one of the following:
 - To choose the number of copies go to 10.
 - If you have finished choosing settings, press **Colour Start**.
- 10 Press ▲ or ▼ to enter the number of copies you want. Press **OK**.

11 Press **Colour Start** to print.

The printing positions when using A4 paper are shown below.

1 10 x 8cm	2 13 x 9cm	3 15 x 10cm
		
4 18 x 13cm	5 20 x 15cm	6 Max. Size
		

DPOF printing

DPOF stands for Digital Print Order Format.

Major digital camera manufacturers (Canon Inc., Eastman Kodak Company, Fuji Photo Film Co. Ltd., Matsushita Electric Industrial Co. Ltd. and Sony Corporation) created this standard to make it easier to print images from a digital camera.

If your digital camera supports DPOF printing, you will be able to choose on the digital camera display the images and number of copies you want to print.

When a memory card (CompactFlash[®], Memory Stick[®], Memory Stick Pro[™], SecureDigital MultiMediaCard[™] or xD-Picture Card[™]) containing DPOF information is put into your machine, you can print the chosen image easily.

To print directly from a memory card or USB Flash memory drive containing DPOF information on it follow the instructions below:

- 1 Firmly insert the memory card into the correct slot.

C.Flash Active

Press  (**PhotoCapture**).

- 2 Press **▲** or **▼** to choose **Print Images**. Press **OK**.

- 3 If there is a DPOF file on the card, the LCD will show:

DPOF Print:Yes **↓**

- 4 Press **▲** or **▼** to choose **DPOF Print:Yes**. Press **OK**.
- 5 Press **▲** or **▼** to choose the type of paper you are using, **Plain Paper**, **Inkjet Paper**, **Brother Photo** or **Other Photo**. Press **OK**.
- 6 Press **▲** or **▼** to choose the paper size you are using, **Letter**, **A4**, **10x15cm** or **13x18cm**. Press **OK**.
 - If you selected **Letter** or **A4**, go to **7**.
 - If you selected another size, go to **8**.
 - If you have finished choosing settings, press **Colour Start**.
- 7 Press **▲** or **▼** to choose the print size (**10 x 8cm**, **13 x 9cm**, **15 x 10cm**, **18 x 13cm**, **20 x 15cm** or **Max. Size**). Press **OK**.
- 8 Press **Colour Start** to print.

PhotoCapture Center™ print settings

These settings will remain until you change them again.

Print quality

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 2.PhotoCapture.
Press **OK**.
- 3 Press **▲** or **▼** to choose 1.Print Quality.
Press **OK**.
- 4 Press **▲** or **▼** to choose Normal or Photo.
Press **OK**.
- 5 Press **Stop/Exit**.

Paper Options

Paper Type

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 2.PhotoCapture.
Press **OK**.
- 3 Press **▲** or **▼** to choose 2.Paper Type.
Press **OK**.
- 4 Press **▲** or **▼** to choose Plain Paper, Inkjet Paper, Brother Photo or Other Photo.
Press **OK**.
- 5 Press **Stop/Exit**.

Paper Size

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 2.PhotoCapture.
Press **OK**.
- 3 Press **▲** or **▼** to choose 3.Paper Size.
Press **OK**.
- 4 Press **▲** or **▼** to choose the paper size you are using, Letter, A4, 10x15cm or 13x18cm.
Press **OK**.
- 5 Press **Stop/Exit**.

Print Size

This setting is available only when you select Letter or A4 in the paper size setting.

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 2.PhotoCapture.
Press **OK**.
- 3 Press **▲** or **▼** to choose 4.Print Size.
Press **OK**.
- 4 Press **▲** or **▼** to choose the print size you are using, 10 x 8cm, 13 x 9cm, 15 x 10cm, 18 x 13cm, 20 x 15cm or Max. Size.
Press **OK**.
- 5 Press **Stop/Exit**.

Adjusting Brightness, Contrast and Colour

Brightness

- 1 Press **Menu**.
- 2 Press ▲ or ▼ to choose 2.PhotoCapture.
Press **OK**.
- 3 Press ▲ or ▼ to choose 5.Brightness.
Press **OK**.
- 4 Press ▲ or ▼ to make a lighter or darker print.
Press **OK**.
- 5 Press **Stop/Exit**.

Contrast

You can select the contrast setting. More contrast will make an image look sharper and more vivid.

- 1 Press **Menu**.
- 2 Press ▲ or ▼ to choose 2.PhotoCapture.
Press **OK**.
- 3 Press ▲ or ▼ to choose 6.Contrast.
Press **OK**.
- 4 Press ▲ or ▼ to increase or decrease the contrast.
Press **OK**.
- 5 Press **Stop/Exit**.

Colour Enhancement

You can turn on the colour enhancement feature to print more vivid images. Printing time will be slower.

- 1 Press **Menu**.
- 2 Press ▲ or ▼ to choose 2.PhotoCapture.
Press **OK**.

- 3 Press ▲ or ▼ to choose 7.Color Enhance.
Press **OK**.
- 4 Press ▲ or ▼ to choose On (or Off).
Press **OK**.
 - If selecting Off, then go to 7.
- 5 Press ▲ or ▼ to choose 1.White Balance, 2.Sharpness or 3.Color Density.
Press **OK**.
- 6 Press ▲ or ▼ to adjust the degree of the setting.
Press **OK**.
- 7 Press **Stop/Exit**.



Note

- **White Balance**

This setting adjusts the hue of the white areas of an image. Lighting, camera settings and other influences will effect the appearance of white. The white areas of a picture may be slightly pink, yellow or some other colour. By using this, you can correct this effect and bring the white areas back to pure white.

- **Sharpness**

This setting enhances the detail of an image, similar to adjusting the fine focus on a camera. If the image is not in true focus and you cannot see the fine details of the picture, then adjust the sharpness.

- **Colour Density**

This setting adjusts the total amount of colour in the image. You can increase or decrease the amount of colour in an image to improve a washed out or weak picture.

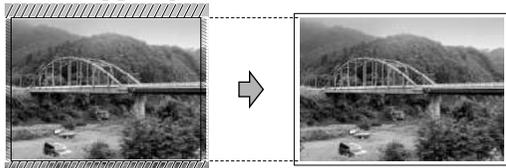
Cropping

If your photo is too long or wide to fit the available space on your chosen layout, part of the image will be automatically cropped.

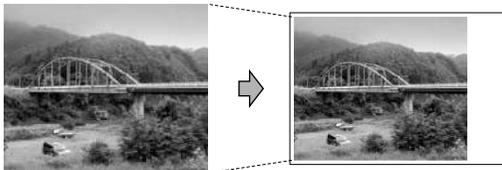
The default setting is *On*. If you want to print the whole image, turn this setting to *Off*.

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 2. *PhotoCapture*. Press **OK**.
- 3 Press **▲** or **▼** to choose 8. *Cropping*. Press **OK**.
- 4 Press **▲** or **▼** to choose *Off* (or *On*). Press **OK**.
- 5 Press **Stop/Exit**.

Cropping: On



Cropping: Off



Borderless printing

This feature expands the printable area to the edges of the paper. Printing time will be slightly slower.

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 2. *PhotoCapture*. Press **OK**.
- 3 Press **▲** or **▼** to choose 9. *Borderless*. Press **OK**.
- 4 Press **▲** or **▼** to choose *Off* (or *On*). Press **OK**.
- 5 Press **Stop/Exit**.

Scan to a memory card or USB Flash memory drive

You can scan monochrome and colour documents into a memory card or USB Flash memory drive. Monochrome documents will be stored in PDF (*.PDF) or TIFF file formats (*.TIF). Colour documents may be stored in PDF (*.PDF) or JPEG (*.JPG) file formats. The default setting is *Color 150 dpi* and the default file format is PDF. The machine automatically creates file names based on the current date. (For details, see the Quick Setup Guide.) For example, the fifth image scanned on June 1, 2007 would be named 01060705.PDF. You can change the colour and quality.

Quality	Selectable File Format
Color 150 dpi	JPEG / PDF
Color 300 dpi	JPEG / PDF
Color 600 dpi	JPEG / PDF
B/W 200x100 dpi	TIFF / PDF
B/W 200 dpi	TIFF / PDF

- 1 Insert a CompactFlash[®], Memory Stick[®], Memory Stick Pro[™], SecureDigital, MultiMediaCard[™], xD-Picture Card[™] or USB Flash memory drive into your machine.



WARNING

DO NOT take out the memory card while **PhotoCapture** is blinking to avoid damaging the card or data stored on the card.

- 2 Load your document.
- 3 Press  (**Scan**).

- 4 Press **▲** or **▼** to choose *Scan to Media*, do one of the following:
 - To change the quality press **OK** and go to step 5.
 - To start scanning press **Mono Start** or **Colour Start**.
- 5 Press **▲** or **▼** to choose the quality, and then press **OK**. Do one of the following.
 - To change the file type, go to step 6.
 - To start scanning press **Mono Start** or **Colour Start**.
- 6 Press **▲** or **▼** to choose the file type and then press **OK**. Press **Mono Start** or **Colour Start**.

Changing the image quality

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose *2.PhotoCapture*. Press **OK**.
- 3 Press **▲** or **▼** to choose *0.Scan to Media*. Press **OK**.
- 4 Press **▲** or **▼** to choose *1.Quality*. Press **OK**.
- 5 Press **▲** or **▼** to choose *B/W 200x100 dpi, B/W 200 dpi, Color 150 dpi, Color 300 dpi or Color 600 dpi*. Press **OK**.
- 6 Press **Stop/Exit**.

Changing the monochrome file format

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 2.PhotoCapture.
Press **OK**.
- 3 Press **▲** or **▼** to choose 0.Scan to Media.
Press **OK**.
- 4 Press **▲** or **▼** to choose 2.B/W File Type.
Press **OK**.
- 5 Press **▲** or **▼** to choose TIFF or PDF.
Press **OK**.
- 6 Press **Stop/Exit**.

Changing the colour file format

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to choose 2.PhotoCapture.
Press **OK**.
- 3 Press **▲** or **▼** to choose 0.Scan to Media.
Press **OK**.
- 4 Press **▲** or **▼** to choose 3.ColorFile Type.
Press **OK**.
- 5 Press **▲** or **▼** to choose JPEG or PDF.
Press **OK**.
- 6 Press **Stop/Exit**.

Understanding the Error Messages

Once you are familiar with the types of errors that can occur while you are using PhotoCapture Center™, you can easily identify and troubleshoot any problems.

■ Hub is Unusable.

This message will appear if a Hub or USB Flash memory drive with a Hub has been put into the USB direct interface.

■ Media Error

This message will appear if you put in a memory card that is either bad or not formatted, or when there is a problem with the media drive. To clear this error, take out the memory card.

■ No File

This message will appear if you try to access a memory card or USB Flash memory drive in the drive (slot) that does not contain a .JPG file.

■ Out of Memory

This message will appear if you are working with images that are too large for the machine's memory.
This message will also appear when a memory card or USB Flash memory drive you are using does not have enough available space to scan the documents.

■ Media is Full.

This message will appear if you are trying to save more than 999 files in a memory card or USB Flash memory drive.

■ Unusable Device

This message will appear if a USB device or USB Flash memory drive that is not supported has been connected to the USB direct interface (For more information, visit us at <http://solutions.brother.com>). This message can also appear if you connect a broken device to the USB direct interface.

Printing photos directly from a PictBridge camera



Your Brother machine supports the PictBridge standard, allowing you to connect to and print photos directly from any PictBridge compatible digital camera.

If your camera supports the USB Mass Storage standard, you can also print photos from a digital camera without PictBridge. See *Printing photos directly from a digital camera (without PictBridge)* on page 39.

PictBridge requirements

To avoid errors, remember the following points:

- The machine and the digital camera must be connected using a suitable USB cable.
- The image file extension must be .JPG (Other image file extensions like .JPEG, .TIF, .GIF and so on will not be recognized).
- PhotoCapture Center™ operations are not available when using the PictBridge feature.

Setting your digital camera

Make sure your camera is in PictBridge mode. Some of the settings listed below may not be available for your PictBridge compatible digital camera.

Depending on your camera some of these settings may not be available.

Camera Menu Selections	Options
Paper Size	Letter, A4, 10x15 cm, Printer Settings (Default setting) ²
Paper Type	Plain Paper, Glossy Paper, Inkjet Paper, Printer Settings (Default setting) ²
Layout	Borderless: On, Borderless: Off, Printer Settings (Default setting) ²
DPOF setting ¹	-
Print Quality	Normal, Fine, Printer Settings (Default setting) ²
Color Enhancement	On, Off, Printer Settings (Default setting) ²

¹ See *DPOF printing* on page 38 for more details.

² If your camera is set to use the Printer Settings (Default setting), the machine will print your photo using the following settings.

Settings	Options
Paper Size	10x15 cm
Paper Type	Glossy Paper
Layout	Borderless: On
Print Quality	Fine
Color Enhancement	Off

- When your camera does not have any menu selections, this setting is also used.
- The names and availability of each setting depends on the specification of your camera.

Please refer to the documentation supplied with your camera for more detailed information on changing PictBridge settings.

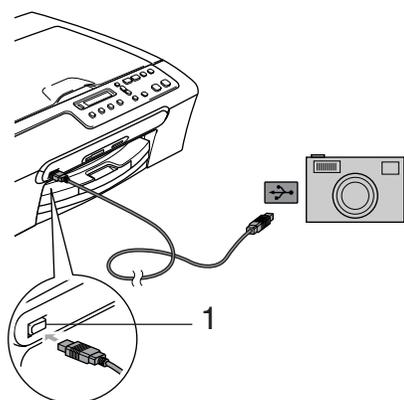
Printing Images



Note

Remove any memory cards or USB Flash memory drive from the machine before connecting a digital camera.

- 1 Make sure that your camera is turned off. Connect your camera to the USB direct interface (1) port on the machine using the USB cable.



1 USB direct interface

- 2 Turn on the camera. When the machine has recognized the camera, the LCD shows the following message:

Camera Connected

- 3 Choose the photo you want to print following the instructions from your camera. When the machine starts printing a photo, the LCD will show *Printing*.



WARNING

To prevent damage to your machine, do not connect any device other than a digital camera or USB Flash memory drive to the USB direct interface.

DPOF printing

DPOF stands for Digital Print Order Format.

Major digital camera manufacturers (Canon Inc., Eastman Kodak Company, Fuji Photo Film Co. Ltd., Matsushita Electric Industrial Co. Ltd. and Sony Corporation) created this standard to make it easier to print images from a digital camera.

If your digital camera supports DPOF printing, you will be able to choose on the digital camera display the images and number of copies you want to print.

Printing photos directly from a digital camera (without PictBridge)

If your camera supports (and is currently using) the USB Mass Storage standard, you can connect your camera in storage mode. This enables you to print photos from your camera.

If you would like to print photos in PictBridge mode, see *Printing photos directly from a PictBridge camera* on page 37.



Note

The name, availability and operation differ among digital cameras. Please refer to the documentation supplied with your camera for detailed information, such as how to switch from PictBridge mode to USB mass storage mode.

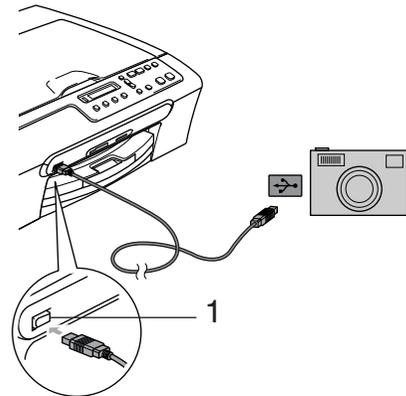
Printing Images



Note

Remove any memory cards or USB Flash memory drive from the machine before connecting the digital camera.

- 1 Connect your camera to the USB direct interface (1) on the machine using the USB cable.



1 USB direct interface

- 2 Turn on the camera.
- 3 Follow the steps in *Printing Images* on page 30.



WARNING

To prevent damages to your machine, do not connect any device other than a digital camera or USB Flash memory drive to the USB direct interface.

Understanding the Error Messages

Once you are familiar with the types of errors that can occur while you are using PictBridge, you can easily identify and troubleshoot any problems.

■ Out of Memory

This message will appear if you are working with images that are too large for the machine's memory.

■ Unusable Device

This message will appear if you connect a camera which is not in PictBridge mode nor using the USB Mass storage standard. This message can also appear if you connect a broken device to the USB direct interface.

For more detailed solutions see *Error messages* on page 55.



Software

Software features

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Software features

The CD-ROM includes the Software User's Guide for features available when connected to a computer (for example, printing and scanning). The guide has easy to use links that, when clicked, will take you directly to a particular section.

You can find information on these features:

- Printing
- Scanning
- ControlCenter3 (for Windows®)
- ControlCenter2 (for Macintosh®)
- PhotoCapture Center™

How to read the HTML User's Guide

This is a quick reference to use the HTML User's Guide.

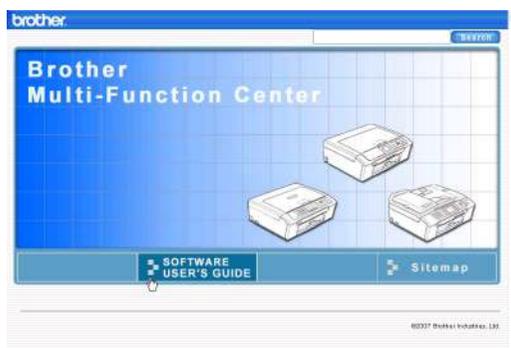
(For Windows®)



Note

If you have not installed the software, see *Viewing Documentation* on page 3.

- 1 From the **Start** menu, point to **Brother, DCP-XXXX** (where **XXXX** is your model number) from the programs group, then click **User's Guides in HTML format**.
- 2 Click **SOFTWARE USER'S GUIDE** from the top menu.



- 3 Click the heading you would like to read from the list at the left of the window.



(For Macintosh®)

- 1 Make sure your Macintosh® is turned on. Insert the Brother CD-ROM into your CD-ROM drive.
- 2 Double-click the **Documentation** icon.
- 3 Double-click your language folder, and then double-click the top page file.
- 4 Click **SOFTWARE USER'S GUIDE** in the top menu, and then click the heading you would like to read from the list at the left of the window.





Appendixes

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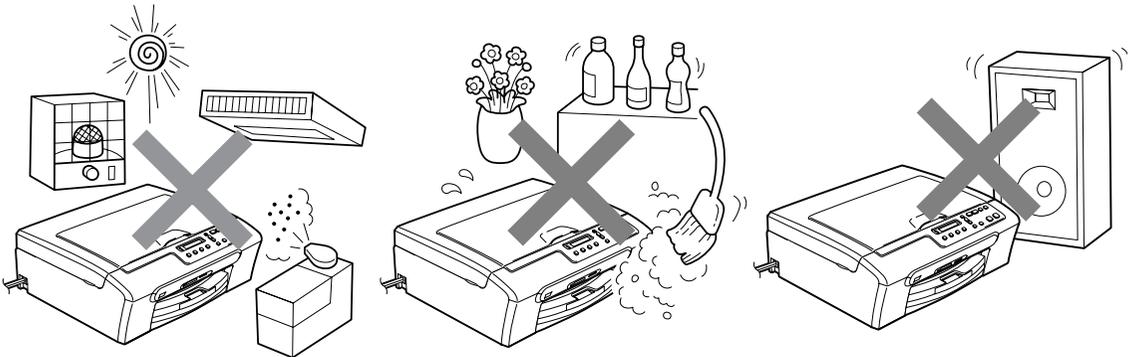
Safety and Legal

Choosing a location

Put your machine on a flat, stable surface that is free of vibration and shocks, such as a desk. Put the machine near a standard, grounded electrical socket. Choose a location where the temperature remains between 10° C and 35° C.

! CAUTION

- Avoid placing your machine in a high-traffic area.
- Avoid placing your machine on a carpet.
- DO NOT put the machine near heaters, air conditioners, refrigerators, medical equipment, chemicals or water.
- DO NOT expose the machine to direct sunlight, excessive heat, moisture, or dust.
- DO NOT connect your machine to electrical sockets controlled by wall switches or automatic timers.
- Disruption of power can wipe out information in the machine's memory.
- Do not connect your machine to electrical sockets 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 non-Brother cordless phones.



To use the machine safely

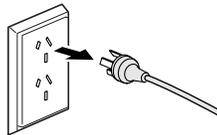
Please keep these instructions for later reference and read them before attempting any maintenance.



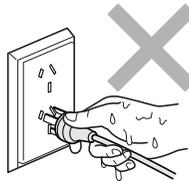
WARNING



There are high voltage electrodes inside the machine. Before you clean the inside of the machine, make sure you have unplugged the power cord from the electrical socket. Doing this will prevent an electrical shock.



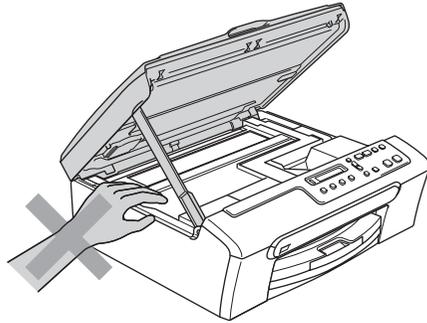
DO NOT handle the plug with wet hands. Doing this might cause an electrical shock.



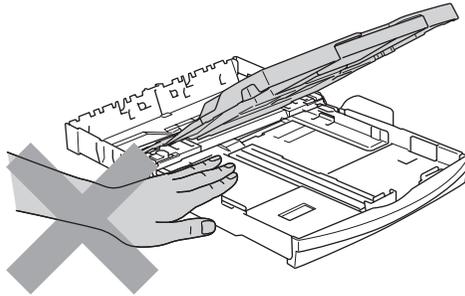
DO NOT pull in the middle of the power cord. Doing this might cause an electrical shock.



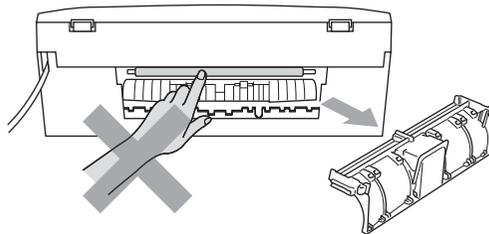
DO NOT put your hands on the edge of the machine under the scanner cover. Doing this may cause injury.



DO NOT put your hands on the edge of the paper tray under the output paper tray cover. Doing this may cause injury.

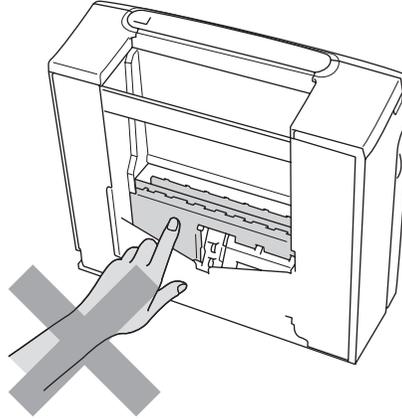


DO NOT touch the paper feed roller. Doing this may cause injury.

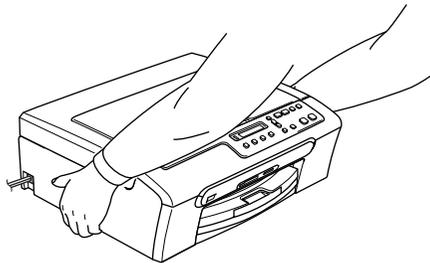




DO NOT touch the area shaded in the illustration. Doing this may cause injury.



When moving the machine you must lift it from the base, by placing a hand at each side of the unit as shown in the illustration. DO NOT carry the machine by holding the scanner cover.



DO NOT use flammable substances or any type of spray to clean the inside or outside of the machine. Doing this may cause a fire or electrical shock.

If the machine becomes hot, releases smoke, or generates any strong smells, immediately turn off the power switch and unplug the machine from the electrical socket. Call your Brother dealer or Brother Customer Service.

If metal objects, water or other liquids get inside the machine, immediately turn off the power switch and unplug the machine from the electrical socket. Call your Brother dealer or Brother Customer Service.



WARNING

- This product must be installed near an electrical socket that is easily accessible. In case of an emergency, you must unplug the power cord from the electrical socket to shut off the power completely.
- Always make sure the plug is fully inserted.

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 wall socket before cleaning the inside of the machine. **DO NOT** use liquid or aerosol cleaners. Use a damp cloth for cleaning.
- 5 **DO NOT** use this product near water.
- 6 **DO NOT** place this product on an unstable cart, stand, or table. The product may fall, causing serious damage to the product.
- 7 Slots and openings in the cabinet 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 surface. This product should never be placed near or over a radiator or heater. This product should never be placed in a built-in installation unless adequate ventilation is provided.
- 8 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, call your dealer or local power company.
- 9 Use only the power cord supplied with this machine.
- 10 This product is equipped with a 3-wire grounded plug, a plug having a third (grounded) pin. This plug will only fit into a grounded power outlet. This is a safety feature. If you are unable to insert the plug into the outlet, call your electrician to replace your obsolete outlet. **DO NOT** defeat the purpose of the grounded plug.
- 11 **DO NOT** allow anything to rest on the power cord. **DO NOT** place this product where people can walk on the cord.
- 12 **DO NOT** place anything in front of the machine that will block printing. **DO NOT** place anything in the path of printing.
- 13 Wait until pages have exited the machine before picking them up.
- 14 Unplug this product from the power socket and refer all servicing to Brother Authorized Service Personnel under the following conditions:
 - When the power cord is damaged or frayed.
 - If liquid has been spilled into the product.
 - If the product has been exposed to rain or water.

- If the product does not operate normally when the operating instructions are followed, adjust only those controls that are covered by the operating instructions. Incorrect 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.
 - If the product has been dropped or the casing has been damaged.
 - If the product exhibits a distinct change in performance, indicating a need for service.
- 15 To protect your product against power surges, we recommend the use of a power protection device (Surge Protector).
- 16 To reduce the risk of fire, electric shock and injury to people, note the following:
- DO NOT use this product near appliances that use water, a swimming pool or in a wet basement.
 - DO NOT use the machine during an electrical storm (there is the remote possibility of an electrical shock) or to report a gas leak in the vicinity of the leak.

IMPORTANT - For your safety

To ensure safe operation, the supplied three-pin plug must be inserted only into a standard three-pin electrical socket that is effectively grounded through the normal household wiring.

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.

A

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It is an offence to make reproductions of certain items or documents with the intent to commit fraud. This memorandum is intended to be a guide rather than a complete list.

We suggest you check with relevant legal authorities if in doubt about a particular item or document.

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- Certificates of Deposit
- Armed Forces Service or Draft papers.
- Passports
- Postage Stamps (cancelled or uncanceled)
- Immigration Papers
- Welfare documents
- Cheques or Drafts drawn by Governmental Agencies
- Identification Documents, badges or insignias
- Licences and Certificates of Title to motor vehicles

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B

Troubleshooting and Routine Maintenance

Troubleshooting

If you think there is a problem with your machine, check the chart below and follow the troubleshooting tips.

Most problems can be easily resolved by yourself. If you need additional help, the Brother Solutions Center offers latest FAQs and troubleshooting tips. Visit us at <http://solutions.brother.com>.

If you are having difficulty with your machine

Printing

Difficulty	Suggestions
No printout	Check the interface cable connection on both the machine and your computer.
	Make sure the machine is plugged in and not turned off.
	One or more ink cartridges are empty. (See <i>Replacing the ink cartridges</i> on page 60.)
	Check to see if the LCD is showing an error message. (See <i>Error messages</i> on page 55.)
	Check that the correct printer driver has been installed and chosen.
	Make sure the machine is online. Click Start and then Printers and Faxes . Right-click and choose Brother DCP-XXXX (where XXXX is your model name), and make sure that 'Use Printer Offline' is unchecked.
Poor print quality	Check the print quality. (See <i>Checking the print quality</i> on page 65.)
	Make sure that the Printer Driver or Paper Type setting in the menu matches the type of paper you are using. (See <i>Printing for Windows®</i> or <i>Printing and Faxing for Macintosh®</i> in the Software User's Guide on the CD-ROM.)
	Make sure that your ink cartridges are fresh. The following may cause ink to clog: <ul style="list-style-type: none"> ■ The expiration date written on the cartridge package has passed. (Cartridges stay usable for up to two years if kept in their original packaging.) ■ The ink cartridge was in your machine over six months. ■ The ink cartridge may not have been stored properly before use.
	Try using the recommended types of paper. (See <i>Acceptable paper and other media</i> on page 8.)
	The recommended environment for your machine is between 20° C to 33° C (68° F to 91° F).
White horizontal lines appear in text or graphics.	Clean the print head. (See <i>Cleaning the print head</i> on page 64.)
	Try using the recommended types of paper. (See <i>Acceptable paper and other media</i> on page 8.)
The machine prints blank pages.	Clean the print head. (See <i>Cleaning the print head</i> on page 64.)
Characters and lines are stacked.	Check the printing alignment. (See <i>Checking the print alignment</i> on page 66.)

Printing (Continued)

Difficulty	Suggestions
Printed text or images are skewed.	Make sure the paper is loaded properly in the paper tray and the paper side guide is adjusted correctly. (See <i>Loading paper and other media</i> on page 12.)
	Make sure the Jam Clear cover is set properly.
Smudged stain at the top center of the printed page.	Make sure the paper is not too thick or curled. (See <i>Acceptable paper and other media</i> on page 8.)
Printing appears dirty or ink seems to run.	Make sure you are using the recommended types of paper. (See <i>Acceptable paper and other media</i> on page 8.) Don't handle the paper until the ink is dry.
Stains appear on the reverse side or at the bottom of the page.	Make sure the printer platen is not dirty with ink. (See <i>Cleaning the machine printer platen</i> on page 63.)
	Make sure you are using the paper support flap. (See <i>Loading paper and other media</i> on page 12.)
The machine prints dense lines on the page.	Check Reverse Order in the Basic tab of the printer driver.
The printouts are wrinkled.	In the printer driver Basic tab, click Settings , and uncheck Bi-Directional Printing .
Cannot perform '2 in 1' or '4 in 1' printing.	Check that the paper size setting in the application and in the printer driver are the same.
Print speed is too slow.	Try changing the printer driver setting. The highest resolution needs longer data processing, sending and printing time. Try the other quality settings in the printer driver Basic tab. Also, click the Settings tab, and make sure you uncheck Colour Enhancement .
	Set the borderless feature off. Borderless printing is slower than normal printing. (See <i>Printing for Windows®</i> or <i>Printing and Faxing for Macintosh®</i> in the <i>Software User's Guide on the CD-ROM</i> .)
Colour Enhancement is not working properly.	If the image data is not full colour in your application (such as 256 colour), Colour Enhancement will not work. Use at least 24 bit colour data with the Colour Enhancement feature.
Machine feeds multiple pages	Make sure the paper is loaded properly in the paper tray. (See <i>Loading paper and other media</i> on page 12.)
	Check that more than two types of paper are not loaded in the paper tray at any one time.
Printed pages are not stacked neatly.	Make sure you are using the paper support flap. (See <i>Loading paper and other media</i> on page 12.)
Printed pages re-feed and cause a paper jam.	Make sure you pull out the paper support until it clicks and unfold the paper support flap.
Machine does not print from Paint Brush.	Try setting the Display setting to '256 colours'.
Machine does not print from Adobe Illustrator.	Try to reduce the print resolution. (See <i>Printing for Windows®</i> or <i>Printing and Faxing for Macintosh®</i> in the <i>Software User's Guide on the CD-ROM</i> .)
The machine cannot print full pages of a document. Out of Memory message occurs.	Reduce the printing resolution. (See <i>Printing for Windows®</i> or <i>Printing and Faxing for Macintosh®</i> in the <i>Software User's Guide on the CD-ROM</i> .)
	Reduce the complexity of your document and try again. Reduce the graphic quality or the number of font sizes within your application software.

Copying Difficulties

Difficulty	Suggestions
Vertical streaks appear on copies	If you see vertical streaks on copies, clean the scanner. (See <i>Cleaning the scanner</i> on page 62.)

Scanning Difficulties

Difficulty	Suggestions
TWAIN/WIA errors appear when starting to scan.	Make sure the Brother TWAIN/WIA driver is chosen as the primary source. In Presto!® PageManager® with OCR, click File, Scan or Get Photo and click Select to choose the Brother TWAIN/WIA driver.

Software Difficulties

Difficulty	Suggestions
Cannot install software or print	Run the Repair MFL-Pro Suite program on the CD-ROM. This program will repair and reinstall the software.
'Device Busy'	Make sure the machine is not showing an error message on the LCD.
Cannot print images from FaceFilter Studio.	To use FaceFilter Studio, you must install the FaceFilter Studio application from the CD-ROM supplied with your machine. To install FaceFilter Studio see the <i>Quick Setup Guide</i> . Also, before you start FaceFilter Studio for the first time, you must make sure your Brother machine is turned On and connected to your computer. This will allow you to access all the functions of FaceFilter Studio.

PhotoCapture Center™ Difficulties

Difficulty	Suggestions
Removable Disk does not work properly.	<ol style="list-style-type: none"> 1 Have you installed the Windows® 2000 update? If not, do the following: <ol style="list-style-type: none"> 1) Unplug the USB cable. 2) Install the Windows® 2000 update using one of the following methods. <ul style="list-style-type: none"> ■ Install MFL-Pro Suite from the CD-ROM. (See the <i>Quick Setup Guide</i>.) ■ Download the latest service pack from the Microsoft Web site. 3) Wait about 1 minute after you restart the PC, and then connect the USB cable. 2 Take out the memory card and put it back in again. 3 If you have tried 'Eject' from within Windows®, take out the memory card before you continue. 4 If an error message appears when you try to eject the memory card, it means the card is being accessed. Wait a while and then try again. 5 If all of the above do not work, turn off your PC and machine, and then turn them on again. (You will have to unplug the power cord of the machine to turn it off.)
Cannot access Removable Disk from Desktop icon.	Make sure that you have correctly inserted the memory card or USB Flash memory drive.

Error messages

As with any sophisticated office product, errors may occur. If this happens, your machine identifies the error and shows an error message. The most common error messages are shown below.

You can correct most errors by yourself. If you need more help, the Brother Solutions Center offers latest FAQs and troubleshooting tips.

Visit us at <http://solutions.brother.com>.

Error Message	Cause	Action
Cover is Open	The scanner cover is not closed completely.	Lift the scanner cover and then close it again.
Data Remaining	Print data is left in the machine's memory.	Re-start printing from your computer.
	Print data is left in the machine's memory. The USB cable was unplugged while the computer was sending the data to the machine.	Press Stop/Exit . The machine will cancel the job and clear it from the memory. Try to print again.
High Temperature	The print head is too warm.	Allow the machine to cool down.
Hub is Unusable.	A Hub or USB Flash memory drive with a Hub has been connected to the USB direct interface.	A Hub or USB Flash memory drive with a Hub are not supported. Unplug the device from the USB direct interface.
Init Unable XX	The machine has a mechanical problem. —OR— A foreign object such as a clip or ripped paper is in the machine.	Open the scanner cover and remove any foreign objects inside the machine. If the error message continues, disconnect the machine from the power source for several minutes then reconnect it.
Ink Empty Black	The indicated ink cartridge is empty. The machine will stop all print operations.	Replace the ink cartridge indicated on the display. (See <i>Replacing the ink cartridges</i> on page 60.)
Ink Empty Yellow		
Ink Empty Cyan		
Ink Empty Magent		
Low Temperature	The print head is too cold.	Allow the machine to warm up.
Media Error	The memory card is either corrupted, improperly formatted, or there is a problem with the memory card.	Put the card firmly into the slot again to make sure it is in the correct position. If the error remains, check the media drive (slot) of the machine by putting in another media card that you know is working.
Media is Full.	The memory card or USB flash memory drive you are using already contains 999 files.	Your machine can only save to your memory card or USB flash memory drive if it contains less than 999 files. Try deleting unused files to free some space and try again.
Near Empty Black	The indicated ink cartridge is running out of ink.	Order a new ink cartridge.
Near Empty Yellow		
Near Empty Cyan		
Near Empty Mgent		

B

Error Message	Cause	Action
No Cartridge	An ink cartridge is not installed properly.	Take out the ink cartridge and put it in again seating it properly. (See <i>Replacing the ink cartridges</i> on page 60.)
No File	The memory card or USB Flash memory drive in the media drive does not contain a .JPG file.	Put the correct memorycard or USB Flash memory drive into the slot again.
No Paper Fed	The machine is out of paper or paper is not properly loaded in the paper tray.	Do one of the following: <ul style="list-style-type: none"> ■ Refill the paper in the paper tray, and then press Mono Start or Colour Start. ■ Remove the paper and load it again and then press Mono Start or Colour Start.
	The paper is jammed in the machine.	See <i>Printer jam or paper jam</i> on page 58.
Out of Memory	The machine's memory is full.	Copy operation in progress Press Stop/Exit and wait until the other operations in progress finish and then try again. Printing operation in progress Reduce print resolution. (For details, see <i>Printing for Windows®</i> or <i>Printing and Fxing for Macintosh®</i> in the <i>Software User's Guide</i> on the CD-ROM.)
	The memory card or USB Flash memory drive you are using does not have enough free space to scan the document.	Delete unused files from your memory card or USB Flash memory drive to make some free space and then try again.
Paper Jam	Paper is jammed in the machine.	Remove the Jam Clear Cover (at the back of the machine) and pull out the jammed paper. (See <i>Printer jam or paper jam</i> on page 58.)
Print Unable XX	The machine has a mechanical problem. —OR— A foreign object such as a clip or ripped paper is in the machine.	Open the scanner cover and remove any foreign objects inside the machine. If the error message continues, disconnect the machine from the power source for several minutes then reconnect it.
Scan Unable XX	The machine has a mechanical problem. —OR— A foreign object such as a clip or ripped paper is in the machine.	Open the scanner cover and remove any foreign objects inside the machine. If the error message continues, disconnect the machine from the power source for several minutes then reconnect it.
Unusable Device	A broken device has been connected to the USB direct interface.	Unplug the device from the USB direct interface, then press On/Off to turn the machine off then on again.

Error Message	Cause	Action
Unusable Device Please Disconnect USB Device.	A USB device or USB Flash memory drive that is not supported has been connected to the USB direct interface. For more information, visit us at http://solutions.brother.com .	Unplug the device from the USB direct interface.

Changing LCD language

You can change the LCD language.

- 1 Press **Menu**.
- 2 Press ▲ or ▼ to choose 0.Initial Setup.
Press **OK**.
- 3 Press ▲ or ▼ to choose 0.Local Language.
Press **OK**.
- 4 Press ▲ or ▼ to choose your language.
Press **OK**.
- 5 Press **Stop/Exit**.

Improving the LCD viewing

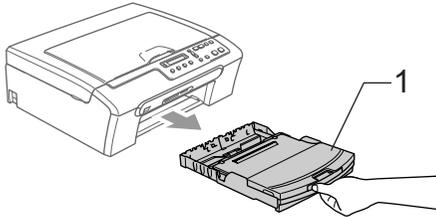
You can adjust the LCD contrast for a sharper and more vivid display. If you are having difficulty reading the LCD, try changing the contrast setting.

- 1 Press **Menu**.
- 2 Press ▲ or ▼ to choose 0.Initial Setup.
Press **OK**.
- 3 Press ▲ or ▼ to choose 2.LCD Contrast.
Press **OK**.
- 4 Press ▲ or ▼ to choose Light or Dark.
Press **OK**.
- 5 Press **Stop/Exit**.

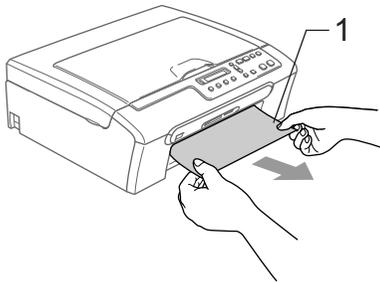
Printer jam or paper jam

Take out the jammed paper depending on where it is jammed in the machine. Open and close the scanner cover to clear the error.

- 1 Pull the paper tray (1) out of the machine.

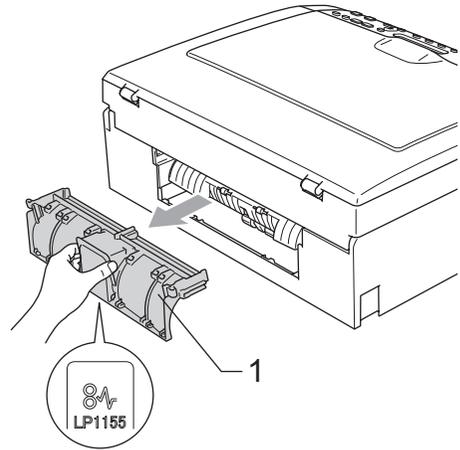


- 2 Pull out the jammed paper (1) and press **Stop/Exit**.



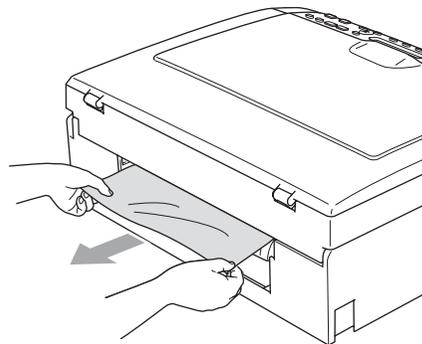
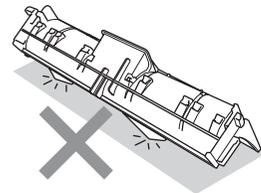
- If you cannot remove the jammed paper from the front side, or the error message still appears on the LCD after you remove the jammed paper, please go to the next step.

- 3 Remove the Jam Clear Cover (1). Pull the jammed paper out of the machine.

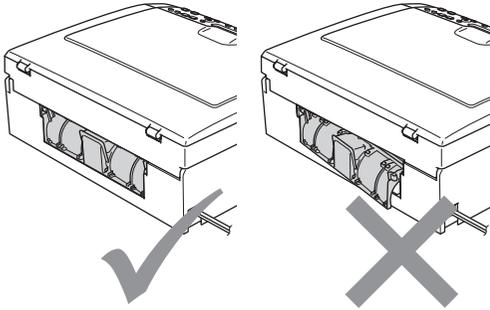


! CAUTION

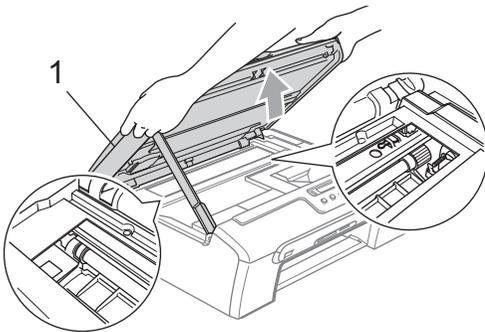
DO NOT place the jam clear cover face down as shown in the illustration. You may damage the cover and cause paper jams.



- 4 Put the Jam Clear Cover back on. Make sure the Cover is set properly.



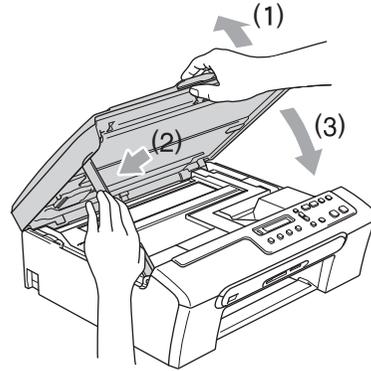
- 5 Lift the scanner cover (1) from the front of the machine until it locks securely into the open position. Make sure that there is no jammed paper left inside the machine. Check both ends of the print carriage.



Note

If the paper is jammed under the print head, unplug the machine from the power source, and then move the print head to take out the paper.

- 6 Lift the scanner cover to release the lock (1). Gently push the scanner cover support down (2) and close the scanner cover (3).

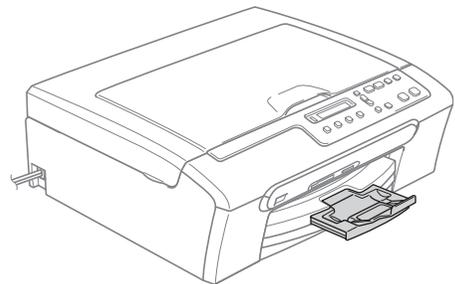


- 7 Slowly push the paper tray completely into the machine.



Note

Make sure you pull out the paper support until it clicks.



Routine maintenance

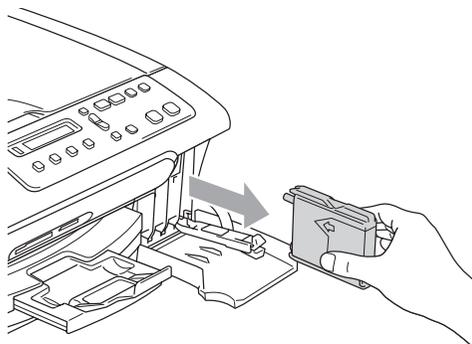
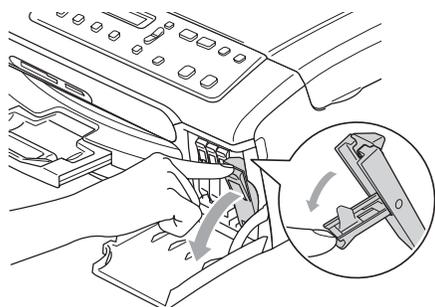
Replacing the ink cartridges

Your machine is equipped with an ink dot counter. The ink dot counter automatically monitors the level of ink in each of the 4 cartridges. When the machine detects an ink cartridge is running out of ink, the machine will tell you with a message on the LCD.

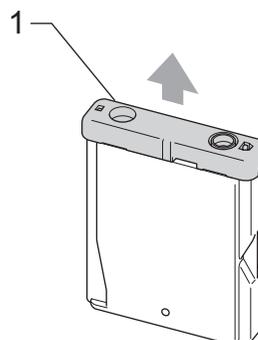
The LCD will tell you which ink cartridge is low or needs replacing. Be sure to follow the LCD prompts to replace the ink cartridges in the correct order.

Even though the machine tells you that an ink cartridge is empty, there will be a small amount of ink left in the ink cartridge. It is necessary to keep some ink in the ink cartridge to prevent air from drying out and damaging the print head assembly.

- 1 Open the ink cartridge cover. If one or more ink cartridges are empty, for example Black, the LCD shows Ink Empty Black and Replace Ink.
- 2 Pull the lock release lever and take out the ink cartridge for the colour shown on the LCD.

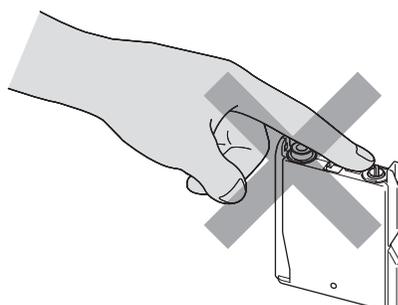


- 3 Open the new ink cartridge bag for the colour shown on the LCD, and then take out the ink cartridge.
- 4 Take out the protective yellow cap (1).



Improper Setup

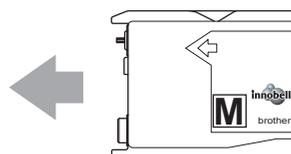
DO NOT touch the area shown in the illustration below.



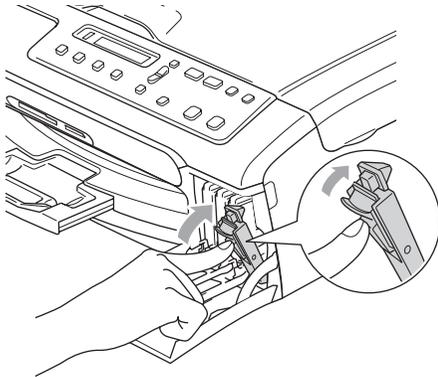
Note

If the protective yellow caps come off when you open the bag, the cartridge will not be damaged.

- 5 Each colour has its own correct position. Insert the ink cartridge in the direction of the arrow on the label.



- 6 Lift each lock release lever and push it until it clicks, and then close the ink cartridge cover.



- 7 The machine will automatically reset the ink dot counter.



Note

- If you replaced an ink cartridge, for example Black, before the LCD shows Near Empty Black or Ink Empty Black, the LCD will ask you to verify that it was a brand new one (Did You Change Blck?). For each new cartridge you installed, press ▲ (Yes) to automatically reset the ink dot counter for that colour. If the ink cartridge you installed is not a brand new one, be sure to press ▼ (No).
- If the LCD shows No Cartridge after you install the ink cartridge, check that the ink cartridges are installed properly.



WARNING

If ink gets in your eyes, wash them out with water at once and call a doctor if you are concerned.

! CAUTION

DO NOT take out ink cartridges if you do not need to replace them. If you do so, it may reduce the ink quantity and the machine will not know the quantity of ink left in the cartridge.

DO NOT touch the cartridge insertion slots. If you do so, the ink may stain your skin.

If ink stains your skin or clothing, wash with soap or detergent at once.

If you mix the colours by installing an ink cartridge in the wrong position, clean the print head several times after correcting the cartridge installation.

Once you open an ink cartridge, install it in the machine and use it up within six months of installation. Use unopened ink cartridges by the expiration date written on the cartridge package.

DO NOT dismantle or tamper with the ink cartridge, this can cause the ink to leak out of the cartridge.

Brother multifunction machines are designed to work with ink of a particular specification and will work to a level of optimum performance when used with genuine Brother Branded ink cartridges. Brother cannot guarantee this optimum performance if ink or ink cartridges of other specifications are used. Brother does not therefore recommend the use of cartridges other than genuine Brother Branded cartridges or the refilling of empty cartridges with ink from other sources. If damage is caused to the print head or other parts of this machine as a result of using incompatible products with this machine, any repairs required as a result may not be covered by the warranty.

Cleaning the outside of the machine

! CAUTION

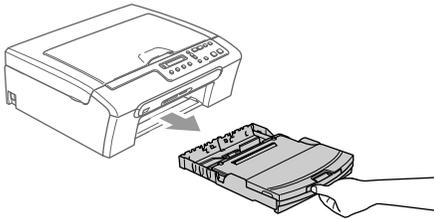
Use neutral detergents. Cleaning with volatile liquids such as thinner or benzene will damage the outside surface of the machine.

DO NOT use cleaning materials that contain ammonia.

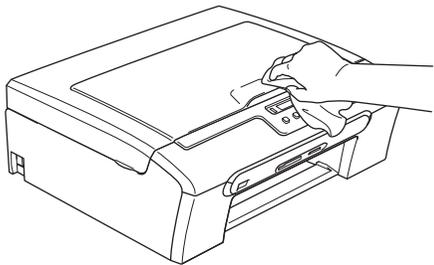
DO NOT use isopropyl alcohol to remove dirt from the control panel. It may crack the panel.

Clean the outside of the machine as follows:

- 1 Pull the paper tray completely out of the machine.

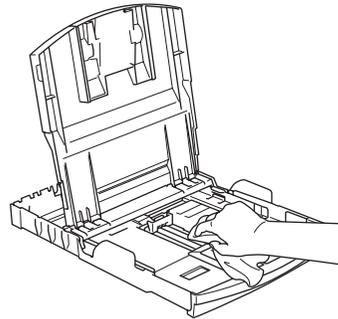


- 2 Wipe the outside of the machine with a soft cloth to remove dust.



- 3 Lift the output paper tray cover and remove anything that is stuck inside the paper tray.

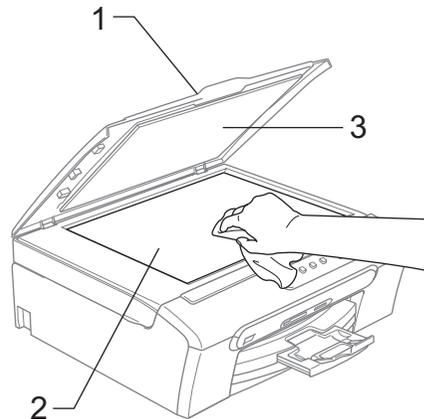
- 4 Wipe the inside and outside of the paper tray with a soft cloth to remove dust.



- 5 Close the output paper tray cover and slowly push the paper tray completely into the machine.

Cleaning the scanner

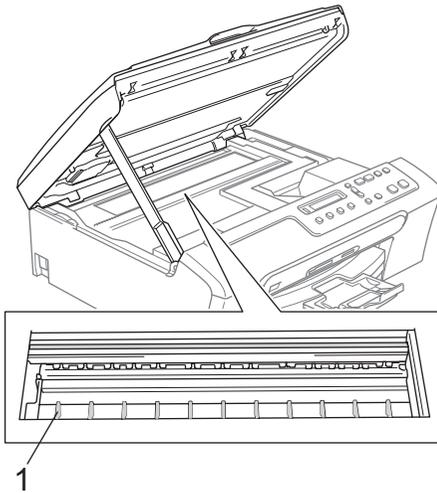
- 1 Lift the document cover (1). Clean the scanner glass (2) and white plastic (3) with a soft lint-free cloth moistened with a non-flammable glass cleaner.



Cleaning the machine printer platen

WARNING

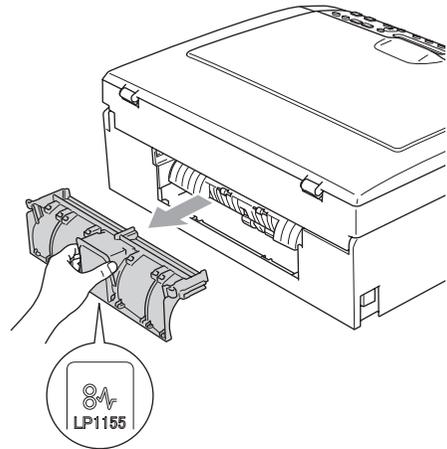
Unplug the machine from the electrical socket before cleaning the printer platen (1).



- 1 Clean the machine printer platen (1) and the area around it, wiping off any scattered ink with a soft, dry, lint-free cloth.

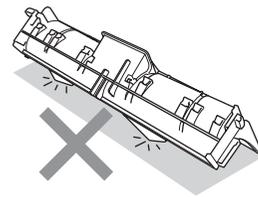
Cleaning the Paper Pick-up Roller

- 1 Pull the paper tray completely out of the machine.
- 2 Unplug the machine from the electrical socket and remove the Jam Clear Cover.

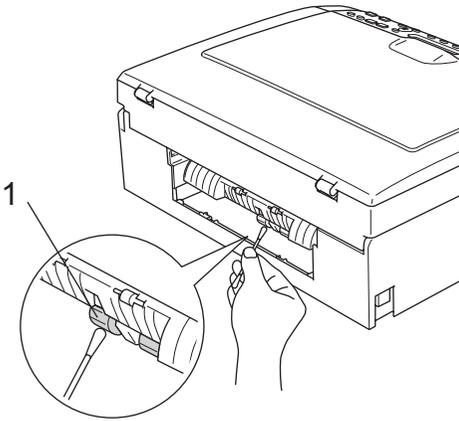


CAUTION

DO NOT place the jam clear cover face down as shown in the illustration. You may damage the cover and cause paper jams.



- 3 Clean the Paper Pick-up Roller (1) with isopropyl alcohol on a cotton swab.



- 4 Put the Jam Clear Cover back on. Make sure the Cover is set properly.
- 5 Re-connect the power cord.
- 6 Put the paper tray firmly back in the machine.

Cleaning the print head

To maintain print quality, the machine will automatically clean the print head when needed. You can start the cleaning process manually if there is a print quality problem.

Clean the print head and ink cartridges if you get a horizontal line in the text or graphics on your printed pages. You can clean Black only, three colours at a time (Cyan/Yellow/Magenta), or all four colours at once.

Cleaning the print head consumes ink. Cleaning too often uses ink unnecessarily.

! CAUTION

DO NOT touch the print head. Touching the print head may cause permanent damage and may void the print head's warranty.

- 1 Press **Ink Management**.
- 2 Press **▲** or **▼** to choose **Cleaning**. Press **OK**.
- 3 Press **▲** or **▼** to choose **Black**, **Color** or **All**. Press **OK**.
The machine cleans the print head. When cleaning is finished, the machine will go back to standby mode automatically.



Note

If you clean the print head at least five times and the print has not improved, call your Brother dealer.

Checking the print quality

If faded or streaked colours and text appear on your output, some of the nozzles may be clogged. You can check this by printing the Print Quality Check Sheet and looking at the nozzle check pattern.

- 1 Press **Ink Management**.
- 2 Press ▲ or ▼ to choose **Test Print**. Press **OK**.
- 3 Press ▲ or ▼ to choose **Print Quality**. Press **OK**.
- 4 Press **Colour Start**. The machine begins printing the Print Quality Check Sheet.
- 5 Check the quality of the four colour blocks on the sheet.

Is Quality OK?

▲ Yes ▼ No
- 6 Do one of the following:
 - If all lines are clear and visible, press ▲ to choose **Yes**, and go to step 10.
 - If you can see missing short lines as shown below, press ▼ to choose **No**.

OK



Poor



- 7 The LCD asks you if the print quality is OK for black and three colours.

Black OK?

▲ Yes ▼ No

Press ▲ (Yes) or ▼ (No).

- 8 The LCD asks you if you want to start cleaning.

Start Cleaning?

▲ Yes ▼ No

Press ▲ (Yes).

The machine starts cleaning the print head.

- 9 After cleaning is finished, press **Colour Start**.

The machine starts printing the Print Quality Check Sheet again and then return to step 5.

- 10 Press **Stop/Exit**.

If you repeat this procedure at least five times and the print quality is still poor, replace the ink cartridge for the clogged colour.

After replacing the ink cartridge, check the print quality. If the problem still exists, repeat the cleaning and test print procedures at least five times for the new ink cartridge. If ink is still missing, call your Brother dealer.

! CAUTION

DO NOT touch the print head. Touching the print head may cause permanent damage and may void the print head's warranty.

Note



When a print head nozzle is clogged the printed sample looks like this.



After the print head nozzle is cleaned, the horizontal lines are gone.

Checking the print alignment

You may need to adjust the print alignment. If after transporting the machine your printed text becomes blurred or images become faded then adjustments may need to be made.

- 1 Press **Ink Management**.
- 2 Press **▲** or **▼** to choose `Test Print`. Press **OK**.
- 3 Press **▲** or **▼** to choose `Alignment`. Press **OK**.
- 4 Press **Mono Start** or **Colour Start**. The machine starts printing the Alignment Check Sheet.

Is Alignment OK?

▲ Yes ▼ No

- 5 Check the 600 dpi and 1200 dpi test prints to see if number 5 most closely matches number 0.
 - If the number 5 samples of both the 600 dpi and 1200 dpi test prints are the best matches, press **▲** (Yes) to finish Alignment Check, and go to step 8.
 - If another test print number is a better match for either 600 dpi or 1200 dpi, press **▼** (No) to choose it.

- 6 For 600 dpi, press **▲** or **▼** to select the number of the test print that most closely matches the number 0 sample (1-8).

600dpi Adjust

Select Best #5

Press **OK**.

- 7 For 1200 dpi, press **▲** or **▼** to select the number of the test print that most closely matches the number 0 sample (1-8).

1200dpi Adjust

Select Best #5

Press **OK**.

- 8 Press **Stop/Exit**.

Checking the ink volume

You can check the ink that is left in the cartridge.

- 1 Press **Ink Management**.
- 2 Press **▲** or **▼** to select `Ink Volume`. Press **OK**. The LCD shows the ink volume.

Bk: -□□□□■□□+ ↕
- 3 Press **▲** or **▼** to choose the colour you want to check.
- 4 Press **Stop/Exit**.



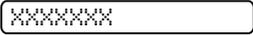
Note

You can check the ink volume from your computer. (See *Printing for Windows*[®] or *Printing and Faxing for Macintosh*[®] in the Software User's Guide on the CD-ROM.)

Machine Information

Checking the serial number

You can see the machine's serial number on the LCD.

- 1 Press **Menu**.
- 2 Press **▲** or **▼** to select 4.Machine Info..
Press **OK**.
- 3 Press **▲** or **▼** to select 1.Serial No..
Press **OK**.

- 4 Press **Stop/Exit**.

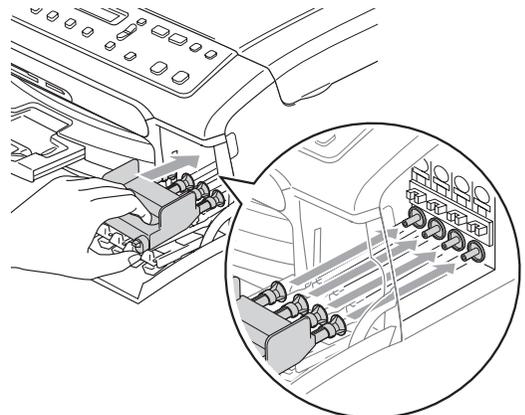
Packing and shipping the machine

When you transport the machine, use the packing materials that came with your machine. If you do not pack the machine properly, you could void your warranty.

CAUTION

It is important to allow the machine to 'park' the print head after a print job. Listen carefully to the machine before unplugging it to make sure that all mechanical noise has stopped. Not allowing the machine to finish this parking process may lead to print problems and possible damage to the print head.

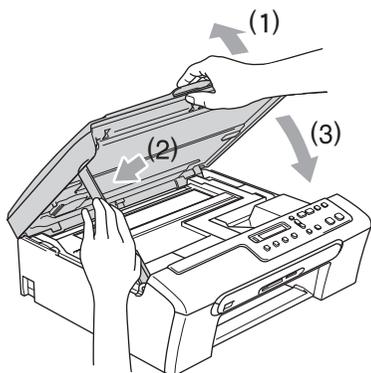
- 1 Open the ink cartridge cover.
- 2 Pull the lock release levers down and take out all the ink cartridges. (See *Replacing the ink cartridges* on page 60.)
- 3 Install the yellow protective part, lift each lock release lever and push it until it clicks, and then close the ink cartridge cover.



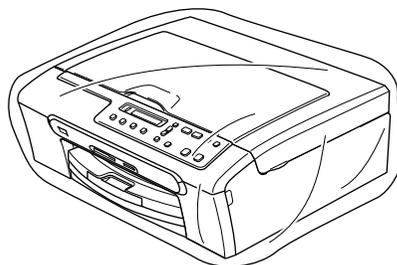
! CAUTION

If you are not able to find the yellow protective parts, DO NOT remove the ink cartridges before shipping. It is essential that the machine be shipped with either the yellow protective parts or the ink cartridges in position. Shipping without them will cause damage to your machine and may void your warranty.

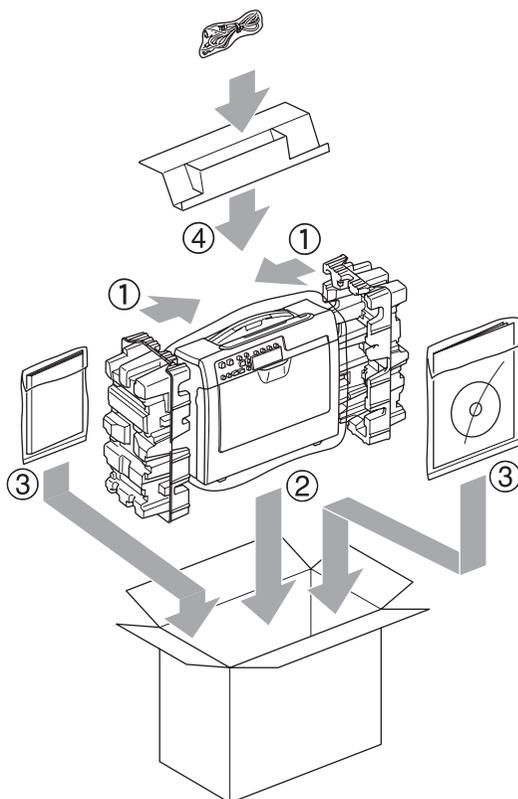
- 4 Unplug the machine from the electrical socket.
- 5 Using both hands, use the plastic tabs on both sides of the machine to lift the scanner cover until it locks securely into the open position. Then unplug the interface cable from the machine, if it is connected.
- 6 Lift the scanner cover (1) to release the lock. Gently push the scanner cover support down (2) and close the scanner cover (3).



- 7 Wrap the machine in the bag and put it in the original carton with the original packing material.



- 8 Pack the printed materials in the original carton as shown below. Do not pack the used ink cartridges in the carton.



- 9 Close the carton and tape it shut.

On-screen programming

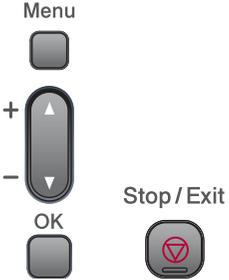
Your machine is designed to be easy to use with LCD on-screen programming using the menu keys. User-friendly programming helps you take full advantage of all the menu selections your machine has to offer.

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

Menu table

You can program your machine by using the menu table that begins on page 71. These pages list the menu selections and options.

Menu keys

	
Menu 	Access the menu.
+  - 	Scroll through the current menu level.
OK 	Go to the next menu level. Accept an option.
Stop / Exit 	Exit the menu.

To access the menu mode:

- 1 Press **Menu**.
- 2 Choose an option.
You can scroll more quickly through each menu level by pressing ▲ or ▼ for the direction you want.

1.Copy

2.PhotoCapture

3.Print Reports

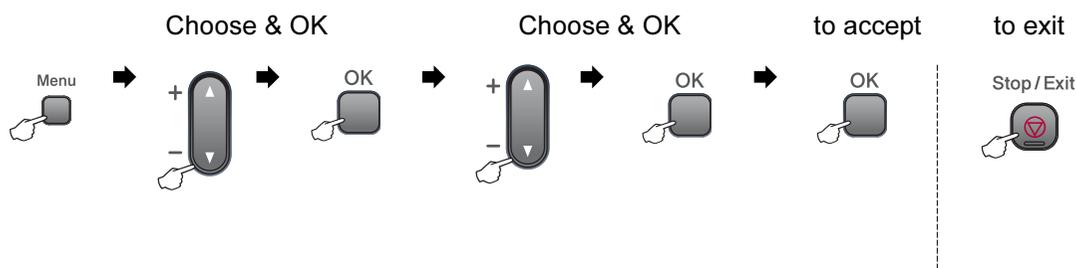
4.Machine Info.

0.Initial Setup

- 3 Press **OK** when that option appears on the LCD.
The LCD will then show the next menu level.
- 4 Press ▲ or ▼ to scroll to your next menu selection.
- 5 Press **OK**.
When you finish setting an option, the LCD shows *Accepted*.

Menu Table

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



Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
1. Copy	1. Paper Type	—	Plain Paper* Inkjet Paper Brother Photo Other Photo Transparency	Sets the type of paper in the paper tray.	22
	2. Paper Size	—	Letter Legal A4* A5 10x15cm	Sets the size of the paper in the paper tray.	23
	3. Quality	—	Fast Normal* Best	Chooses the copy resolution for your type of document.	19
	4. Brightness	—	-□□□■+ -□□■□+ -□■□□+* -■□□□+ -■□□□+	Adjusts the brightness for copies.	21
	5. Contrast	—	-□□□■+ -□□■□+ -□■□□+* -■□□□+ -■□□□+	Adjusts the contrast for copies.	22
 The factory settings are shown in Bold with an asterisk.					

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
1. Copy (Continued)	6. Color Adjust	1. Red	R: -□□□□■+ R: -□□□■□+ R: -□□■□□+* R: -□■□□□+ R: -■□□□□+	Adjusts the amount of Red in copies.	22
		2. Green	G: -□□□□■+ G: -□□□■□+ G: -□□■□□+* G: -□■□□□+ G: -■□□□□+	Adjusts the amount of Green in copies.	
		3. Blue	B: -□□□□■+ B: -□□□■□+ B: -□□■□□+* B: -□■□□□+ B: -■□□□□+	Adjusts the amount of Blue in copies.	
2. PhotoCapture	1. Print Quality	—	Normal Photo*	Selects the print quality.	32
	2. Paper Type	—	Plain Paper Inkjet Paper Brother Photo Other Photo*	Selects the paper type.	32
	3. Paper Size	—	Letter A4 10x15cm* 13x18cm	Selects the paper size.	32



The factory settings are shown in Bold with an asterisk.

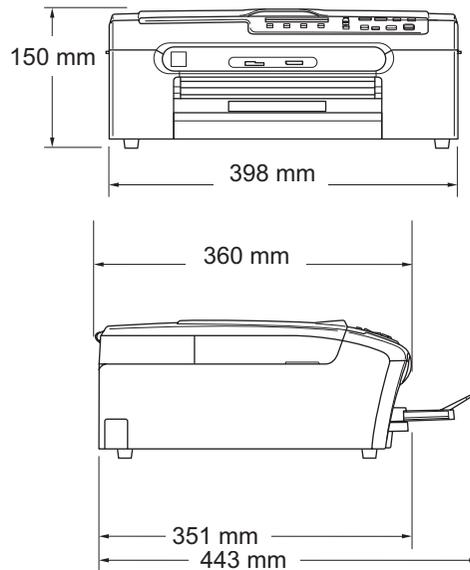
Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
2.PhotoCapture (Continued)	4.Print Size	—	10 x 8cm 13 x 9cm 15 x 10cm 18 x 13cm 20 x 15cm Max. Size*	Selects the print size. (Appears when A4 or Letter is selected in the Paper Size menu.)	32
	5.Brightness	—	-□□□■+ -□□■□+ -□■□□+* -■□□□+ -■□□□+	Adjusts the brightness.	33
	6.Contrast	—	-□□□■+ -□□■□+ -□■□□+* -■□□□+ -■□□□+	Adjusts the contrast.	33
	7.Color Enhance	Enhance:On Enhance:Off*	1.White Balance -□□□■+ -□□■□+ -□■□□+* -■□□□+ -■□□□+ 2.Sharpness -□□□■+ -□□■□+ -□■□□+* -■□□□+ -■□□□+ 3.Color Density -□□□■+ -□□■□+ -□■□□+* -■□□□+ -■□□□+	Adjusts the hue of the white areas. Enhances the detail of the image. Adjusts the total amount of colour in the image.	33
 The factory settings are shown in Bold with an asterisk.					

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
2. PhotoCapture (Continued)	8. Cropping	—	On* Off	Crops the image around the margin to fit the paper size or print size. Turn this feature off if you want to print whole images or prevent unwanted cropping.	34
	9. Borderless	—	On* Off	Expands the printable area to fit the edges of the paper.	34
	0. Scan to Media (When a memory card or USB Flash memory drive is inserted)	1. Quality		B/W 200x100 dpi B/W 200 dpi Color 150 dpi* Color 300 dpi Color 600 dpi	Selects the Scan resolution for your type of document.
2. B/W File Type			TIFF* PDF	Selects the default file format for black and white scanning.	
3. Color File Type			PDF* JPEG	Selects the default file format for colour scanning.	
3. Print Reports	1. Help List	—	—	You can print these lists and reports.	6
	2. User Settings	—	—		
4. Machine Info.	1. Serial No.	—	—	Lets you check the serial number of your machine.	67
0. Initial Setup	1. Date&Time	—	—	Puts the date and time in your machine.	See <i>Quick Setup Guide</i>
	2. LCD Contrast	—	Light Dark*	Adjusts the contrast of the LCD.	57
	0. Local Language	—	English Chinese	Allows you to change the LCD language for your country.	57
 The factory settings are shown in Bold with an asterisk.					

General

Memory Capacity	16 MB
Paper Tray	100 Sheets [80 g/m ² (20 lb)]
Printer Type	Ink Jet
Print Method	Black: Piezo with 94 × 1 nozzle Colour: Piezo with 94 × 3 nozzles
LCD (Liquid Crystal Display)	10 Chinese Characters (20 Alphabetical characters) × 1line
Power Source	AC 220 to 240 V 50/60 Hz
Power Consumption	Power Save Mode: Average 4 W Standby: Average 6 W Operating: Average 20 W

Dimensions



Weight	7.1 kg
Noise	Operating: 50 db or less ¹
Temperature	Operating: 10 to 35° C Best Print Quality: 20 to 33° C
Humidity	Operating: 20 to 80% (without condensation) Best Print Quality: 20 to 80% (without condensation)

¹ This depends on printing conditions.

Print media

Paper Input

Paper Tray

■ Paper type:

Plain paper, inkjet paper (coated paper), glossy paper², transparencies^{1 2} and envelopes

■ Paper size:

Letter, Legal, Executive, A4, A5, A6, JIS B5, envelopes (commercial No.10, DL, C5, Monarch, JE4), Photo card, Index card and Post card³.

Width: 89 mm (3.5 in.)-216 mm (8.5 in.)

Height: 127 mm (5.0 in.)-356 mm (14.0 in.)

For more details, see *Paper weight, thickness and capacity* on page 11.

■ Maximum paper tray capacity: Approx. 100 sheets of 80 g/m² (20 lb) plain paper

Paper Output

Up to 50 sheets of A4 plain paper (face up print delivery to the output paper tray)²

¹ Use only transparencies recommended for inkjet printing.

² For glossy paper or transparencies, we recommend removing printed pages from the output paper tray immediately after they exit the machine to avoid smudging.

³ See *Paper type and size for each operation* on page 10.

Copy

Colour/Monochrome	Yes/Yes
Document Size	Scanner Glass Width: Max. 216 mm Scanner Glass Height: Max. 297 mm
Copy Speed	Monochrome: Up to 20 pages/minute (A4 paper) ¹ Colour: Up to 18 pages/minute (A4 paper) ¹
Multiple Copies	Stacks up to 99 pages
Enlarge/Reduce	25% to 400% (in increments of 1%)
Resolution	(Monochrome) <ul style="list-style-type: none"> ■ Scans up to 600×1200 dpi ■ Prints up to 1200×1200 dpi (Colour) <ul style="list-style-type: none"> ■ Scans up to 600×1200 dpi ■ Prints up to 600×1200 dpi

¹ Based on Brother standard pattern (Fast mode/Stack Copy). Copy speeds vary with the complexity of the document.

PhotoCapture Center™

Available Media ¹	CompactFlash® Version 1.0 (Type I only) (Microdrive™ is not compatible) (Compact I/O card such as Compact LAN card and Compact Modem card are not supported.) Memory Stick® Memory Stick Pro™ (Not available for music data with MagicGate™) Memory Stick Duo™ with adapter MultiMediaCard™ SecureDigital miniSD™ with adapter xD-Picture Card™ ² USB Flash memory drive ³
Resolution	Up to 1200×2400 dpi
File Extension (Media Format) (Image Format)	DPOF, EXIF, DCF Photo Print: JPEG ⁴ Scan to Media: JPEG, PDF (Colour) TIFF, PDF (Monochrome)
Number of Files	Up to 999 files in the memory card (the folder inside memory cards or USB Flash memory drive is also counted)
Folder	File must be in the 4th folder level of the memory card or USB Flash memory drive.
Borderless	Letter, A4, Photo Card ⁵

¹ Memory cards, adapters and USB Flash memory drive are not included.

² xD-Picture Card™ Conventional Card from 16MB to 512MB
xD-Picture Card™ Type M from 256MB to 2GB
xD-Picture Card™ Type H from 256MB to 2GB

³ USB 2.0 standard
USB Mass Storage Class from 16MB to 8GB
Support format: FAT12/FAT16/FAT32

⁴ Progressive JPEG format is not supported.

⁵ See *Paper type and size for each operation* on page 10.

PictBridge

Compatibility

Supports the Camera & Imaging Products Association PictBridge standard CIPA DC-001. Visit <http://www.cipa.jp/pictbridge> for more information.

Interface

PictBridge (USB) Port

Scanner

Colour/Monochrome	Yes/Yes
TWAIN Compliant	Yes (Windows® 2000 Professional/XP/XP Professional x64 Edition/Windows Vista™) Mac OS® X 10.2.4 or greater
WIA Compliant	Yes (Windows® XP ¹ /Windows Vista™)
Colour Depth	36 bit colour Processing (Input) 24 bit colour Processing (Output) (Actual Input: 30 bit colour/Actual Output: 24 bit colour)
Resolution	Up to 19200 × 19200 dpi (interpolated) ² Up to 600 × 2400 dpi (optical)
Scanning Speed	Monochrome: Up to 3.82 sec. Colour: Up to 6.02 sec. (A4 size in 100 × 100 dpi)
Document Size	Scanner Glass Width: Max. 215.9 mm Scanner Glass Height: Max. 297 mm
Scanning Width	210 mm
Greyscale	256 levels

¹ Windows® XP in this User's Guide includes Windows® XP Home Edition, Windows® XP Professional, and Windows® XP Professional x64 Edition.

² Maximum 1200 × 1200 dpi scanning when using the WIA Driver for Windows® XP, and Windows Vista™ (resolution up to 19200 × 19200 dpi can be selected by using the Brother scanner utility)

Printer

Printer Driver	Windows® 2000 Professional/XP/XP Professional x64 Edition/ Windows Vista™ driver supporting Brother Native Compression mode Brother Ink Driver For Mac OS® X 10.2.4 or greater
Resolution	Up to 1200 × 6000 dpi 1200 × 2400 dpi 1200 × 1200 dpi 600 × 600 dpi 600 × 300 dpi 600 × 150 dpi
Print Speed	Monochrome: Up to 27 pages/minute ¹ Colour: Up to 22 pages/minute ¹
Printing Width	204 mm (210 mm) ² (A4 size)
Disk-Based Fonts	35 TrueType (Windows® only)
Borderless	Letter, A4, A6, Photo Card, Index Card, Post Card ³

¹ Based on Brother standard pattern.
A4 size in draft mode.

² When you set the Borderless feature to On.

³ See *Paper type and size for each operation* on page 10.

Interfaces

USB A USB 2.0 interface cable that is no longer than 2.0m. ¹ ²

¹ Your machine has a full-speed USB 2.0 interface. This interface is compatible with Hi-Speed USB 2.0; however, the maximum data transfer rate will be 12 Mbits/s. The machine can also be connected to a computer that has a USB 1.1 interface.

² Third party USB ports are not supported for Macintosh®.

Computer requirements

SUPPORTED OPERATING SYSTEMS AND SOFTWARE FUNCTIONS						
Operating Systems		Supported Functions	Interface	Minimum Processor	Recommended RAM	Required HARD Disk Space
Windows® ¹	2000 Professional	Printing, Scanning, Removable Disk ³	USB	Intel® Pentium® II or AMD equivalent	256MB	480MB
	XP Home XP Professional				512MB	
	XP Professional x64 Edition			AMD Opteron™ AMD Athlon™ 64 Intel® Xeon™ with Intel® EM64T Intel® Pentium® 4 with Intel® EM64T		
	Windows Vista™			1 GHz 32-bit (x86) or 64-bit (x64) processor	1GB	
Mac® ⁴	OS X 10.2.4 or greater	Printing, Scanning, Removable Disk ³	USB ²	PowerPC G4/G5, Intel® Core™ Solo/Duo PowerPC G3 350MHz	256MB	480MB
Conditions:				For the latest driver updates, visit www.brother.com . All trademarks, brand and product names are property of their respective companies.		
<ol style="list-style-type: none"> ¹ Microsoft® Internet Explorer 5.5 or greater. ² Third party USB ports are not supported. ³ Removable disk is a function of PhotoCapture Center™. ⁴ Presto!® PageManager® on the CD-ROM supports Mac OS X 10.3.9 or higher. For Mac OS X 10.2.4-10.3.8 Presto!® PageManager® is available as a download from the Brother Solutions Center. 						

Consumable items

Ink

The machine uses individual Black, Yellow, Cyan and Magenta ink cartridges that are separate from the print head assembly.

Service Life of Ink Cartridge

Replacement Ink Cartridges

The first time you install the ink cartridges the machine will use extra ink to fill the ink delivery tubes. This is a one-time process that enables high quality printing. Afterward, replacement ink cartridges will print the specified number of pages.

Black - Approximately 500 pages at 5% coverage

Yellow, Cyan and Magenta - Approximately 400 pages at 5% coverage

- The above figures assume continuous printing at a resolution of 600 x 600 dpi in normal mode after installing new ink cartridge.
- The number of pages a cartridge will print may change depending on how often you use the machine and how many pages you print with each use.
- The machine will automatically and periodically clean the print head assembly, a process that uses a small amount of ink.
- When the machine identifies a cartridge as empty there may be a small amount of ink left in it. This is necessary to prevent air from drying out and damaging the print head assembly.

Replacement Consumables

<Black> LC960BK, <Yellow> LC960Y, <Cyan> LC960C, <Magenta> LC960M

What is Innobella™?

Innobella™ is a range of genuine consumables offered by Brother. The name "Innobella™" derives from the words "Innovation" and "Bella" (meaning "Beautiful" in Italian) and is a representation of the "innovative" technology providing you with "beautiful" and "long lasting" print results.

When you print photo images, Brother recommends Innobella™ glossy photo paper (BP61GL series) for high quality. Brilliant prints are made easier with Innobella™ Ink and paper.



E

Glossary

This is a comprehensive list of features and terms that appear in Brother manuals. Availability of these features depends on the model you purchased.

Brightness

Changing the Brightness makes the whole image lighter or darker.

Contrast

Setting to compensate for dark or light documents, by making faxes or copies of dark documents lighter and light documents darker.

Greyscale

The shades of grey available for copying and scanning.

Help list

A printout of the complete Menu table that you can use to program your machine when you do not have the User's Guide with you.

Innobella™

Innobella™ is a range of genuine consumables offered by brother. For best quality results Brother recommends Innobella™ Ink and Paper.

LCD (liquid crystal display)

The display screen on the machine that shows interactive messages during On-Screen Programming and shows the date and time when the machine is idle.

Menu mode

Programming mode for changing your machine's settings.

OCR (optical character recognition)

The bundled Presto!® PageManager® software application converts an image of text to text you can edit.

PhotoCapture Center™

Allows you to print digital photos from your digital camera at high resolution for photo quality printing.

PictBridge

Allows you to print photos directly from your digital camera at high resolution for photo quality printing.

Scan to Media

You can scan a monochrome or colour document into a memory card or USB Flash memory drive. Monochrome images can be in TIFF or PDF file format and colour images can be in PDF or JPEG file format.

Scanning

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

Temporary settings

You can choose certain options for each copy without changing the default settings.

User Settings

A printed report that shows the current settings of the machine.

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Windows®	
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