# brother®

DCP-120C

Quick Setup Guide

Before you can use the machine, you must set up the hardware and install the software.
Please read this 'Quick Setup Guide' for the correct setup procedure and installation instructions.

STEP 1
Setting Up the Machine

STEP 2
Installing the Driver & Software

Setup is Complete!

Keep this 'Quick Setup Guide', the User's Guide and the supplied CD-ROM in a convenient place for quick and easy reference at all times.

To use the machine safely

⚠️ **Warning**	🚫 Improper Setup	❗ Caution
Warnings tell you what to do to prevent possible personal injury.	Improper Setup icons alert you to devices and operations that are not compatible with the machine.	Cautions specify procedures you must follow or avoid to prevent possible damage to the machine or other objects.
📝 Note	🔍 User's Guide or Software User's Guide	
Notes tell you how you should respond to a situation that may arise or give tips about how the current operation works with other features.	Indicates reference to the User's Guide or Software User's Guide which is on the CD-ROM we have supplied.	

Table of Contents

Carton components

Carton components may vary from one country to another.
Save all packing materials and the carton in case for any reason you must ship your machine.

|			
Quick Setup Guide	**CD-ROMs** **For Windows®** **For Macintosh®**	**User's Guide**	**Accessory Order Form**
Black (LC41 BK)	**Magenta** (LC41M)	**Yellow** (LC41Y)	**Cyan** (LC41C)
	Ink Cartridges		
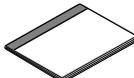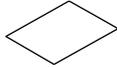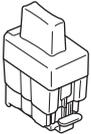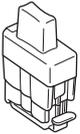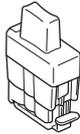
If you are connecting the machine via USB:

■ The interface cable is not a standard accessory. Please purchase an appropriate USB 2.0 interface cable.

■ Please make sure you use a USB 2.0 cable that is no longer than 6 feet long (2 meters).

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

■ DO NOT connect the interface cable at this time.
Connecting the interface cable is done during the software installation process.
When you use a USB cable, make sure you connect it to the USB port of your computer and not to a USB port on a keyboard or a non-powered USB hub.

Control panel
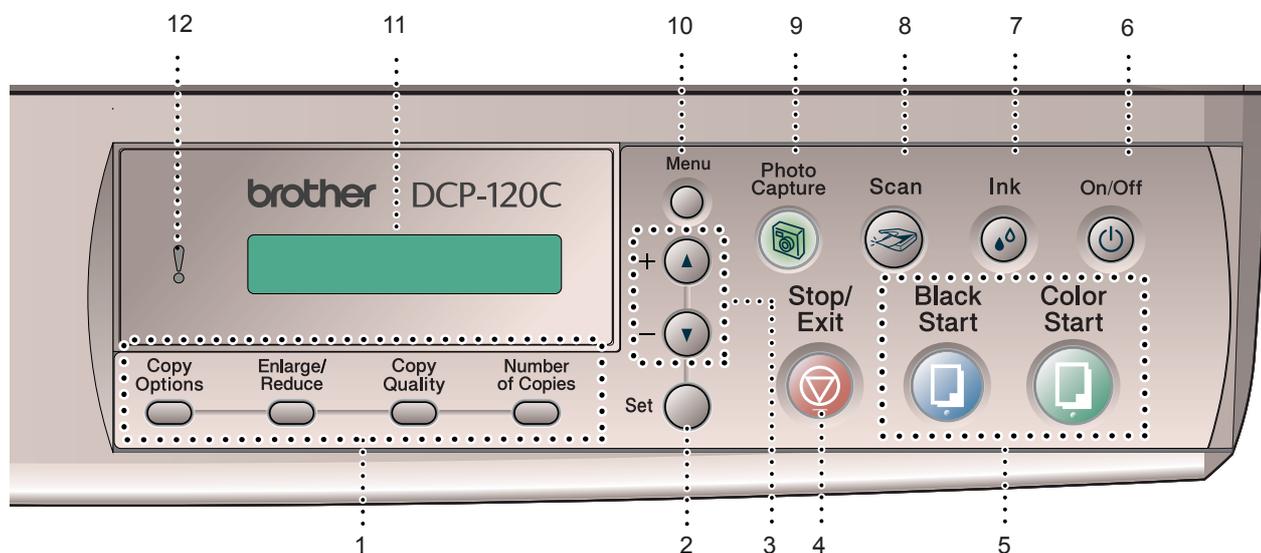
1	Copy keys	7	Ink key
2	Set key	8	Scan key
3	Navigation keys	9	PhotoCapture key
4	Stop/Exit key	10	Menu key
5	Start keys	11	LCD (Liquid Crystal Display)
6	On/Off key	12	Warning LED

For the details of the control panel, see Control panel overview in Chapter 1 of the User's Guide.

■ The screens for Windows® in this Quick Setup Guide are based on Windows® XP.

■ The screens for Mac OS® in this Quick Setup Guide are based on Mac OS® X 10.3.

1 Removing the protective parts

1 Remove the protective tape and scanner glass protection sheet.

🚫 Improper Setup

**DO NOT connect the USB cable. Connecting the USB cable is done during the software installation process.**

2 Loading paper

🔍 *You can load up to 100 sheets of 20 lb (80 g/m^2) paper.*
For details, see About paper in Chapter 1 of the User's Guide.

1 Pull the paper tray completely out of the machine and remove the output paper tray.
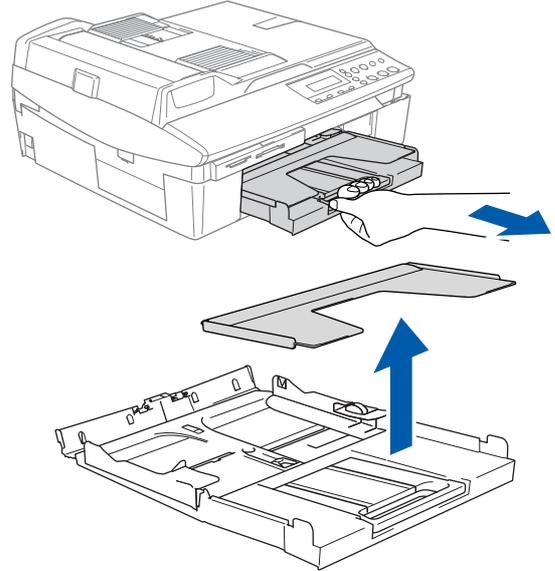
2 Press and slide the paper guide (1) to fit the paper width.
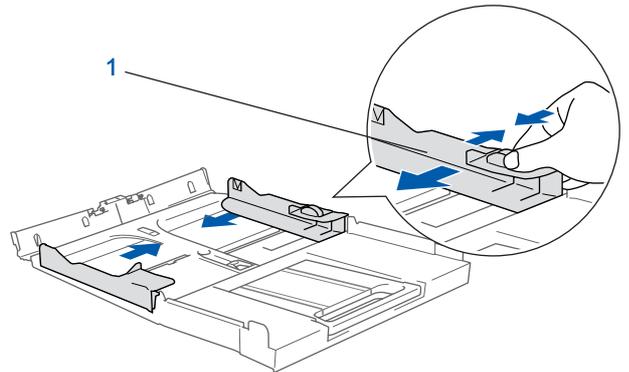
**3** Pull out the paper support (1) and unfold the paper support flap (2).
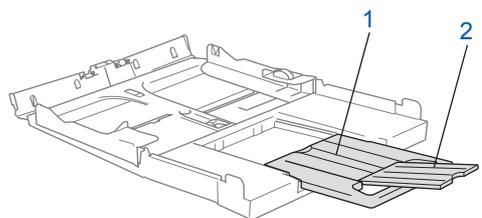
📝 Note

*Use the paper support flap for Letter, Legal and A4 paper.*

4 Fan the stack of paper well to avoid paper jams and misfeeds.
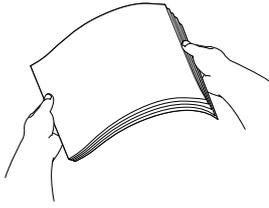
5 Gently put the paper into the paper tray print side down and top edge first.
Check that the paper is flat in the tray and below the maximum paper mark (1).
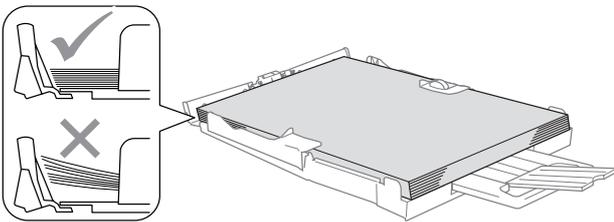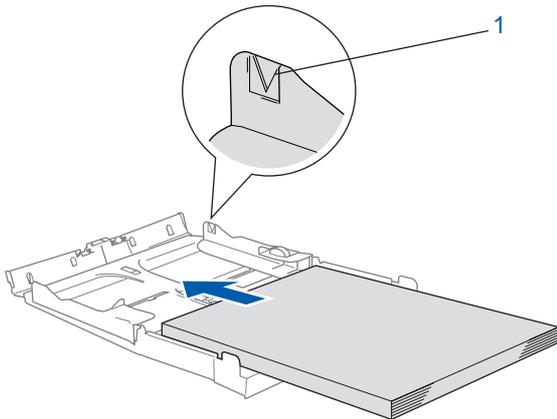
Note
• *Make sure the paper side guides touch the sides of the paper.*
• *Be careful that you do not push the paper in too far; it may lift at the back of the tray and cause paper feed problems.*

6 Put the output paper tray back on and push the paper tray firmly back into the machine.
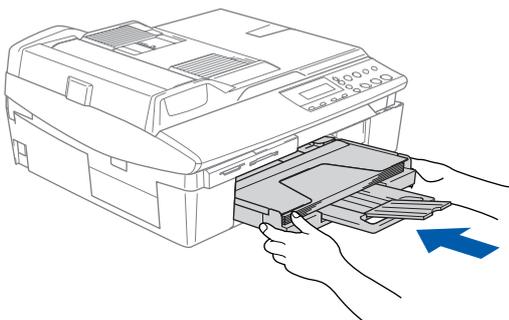
3 **Installing the power cord**

1 Connect the power cord.
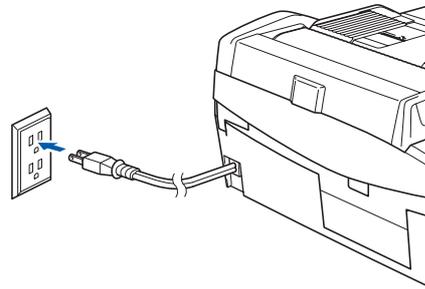
⊘ **Improper Setup**
DO NOT connect the USB cable yet.

Note
The control panel warning LED will stay on until you have installed the ink cartridges.

5

4 Installing the ink cartridges

⚠️ **Warning**

If ink gets in your eyes, wash them out with water at once, and if irritation occurs consult a doctor.

1 Make sure that the power is turned on.
The LCD shows:

    No Cartridge

2 Lift the scanner cover (1) from the right-hand side of the machine until it locks securely into the open position.
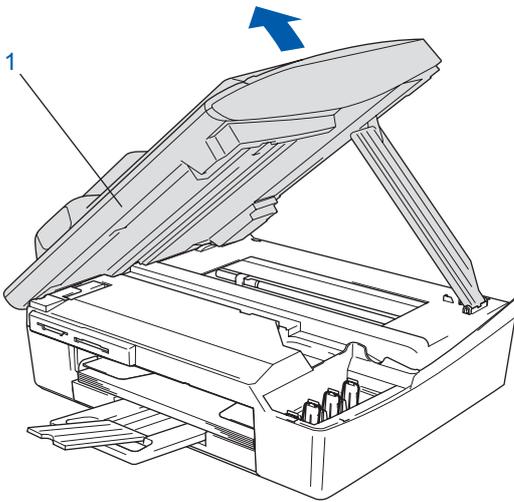
3 Remove the protective parts (1).
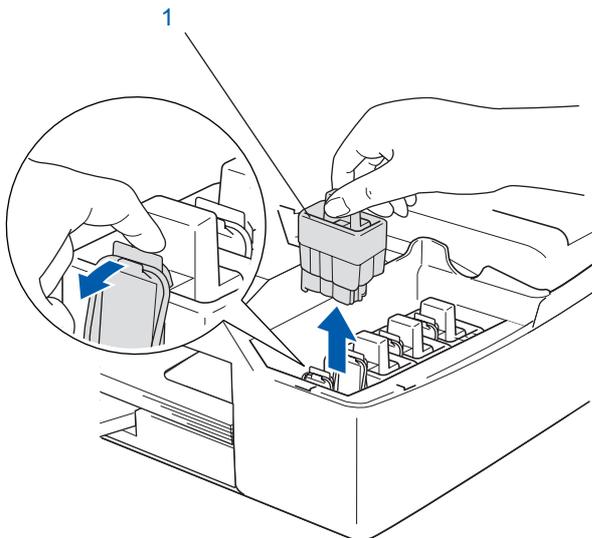
📝 **Note**

*Do not throw away the protective parts. You will need them if you transport the machine.*

4 Take out the ink cartridge.
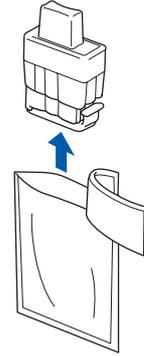
5 Carefully remove the protective yellow cap (1).
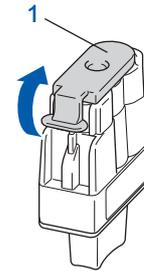
🚫 **Improper Setup**

DO NOT touch the area shown in the illustration below.
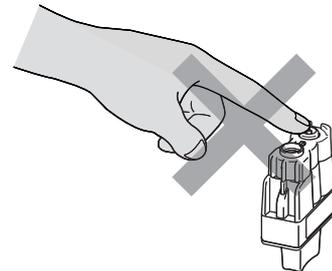
📝 **Note**

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

Keep the ink cartridge in an upright position when you put it into the slot.
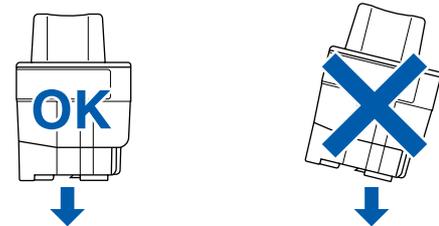
6 Press firmly down on the ink cartridge until the hook snaps over it, taking care to match the slot color (1) with the cartridge color (2), as shown in the diagram below.
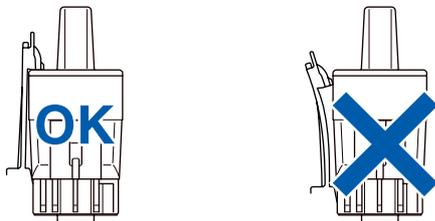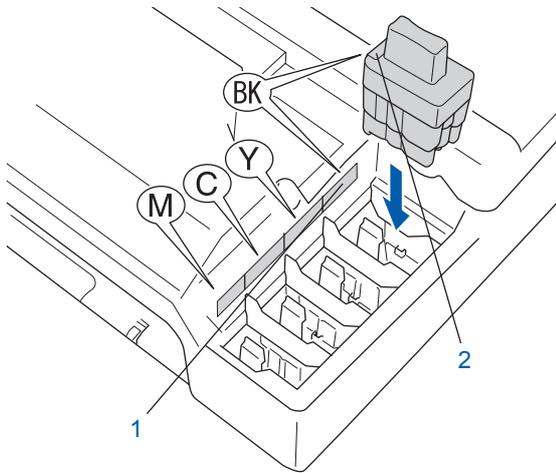
7 Lift the scanner cover to release the lock. Gently push the scanner cover support down and close the scanner cover.

Note

If the LCD shows Install xxxx after you install the ink cartridges, check that the ink cartridges are installed properly.
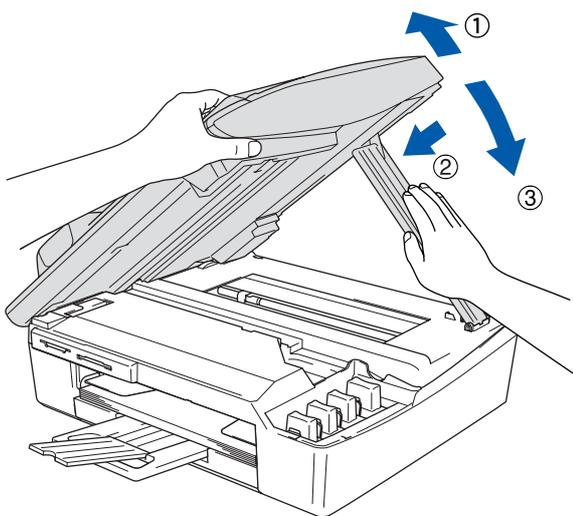

The machine will clean the ink tube system for use for the first time. This process will occur only once, the first time ink cartridges are installed. The cleaning process will last approximately four minutes.
The LCD shows:

Preparing System

⇕

Approx 4 Minutes

⚠ 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 shake the ink cartridges. If ink stains your skin or clothing, wash with soap or detergent at once.**
- **DO NOT repeatedly insert and remove the cartridges. If you do so, ink may seep out of the cartridge.**
- **If you mix the colors by installing an ink cartridge in the wrong position, clean the print head several times after correcting the cartridge installation. (See *Cleaning the print head in chapter 11 of the User's Guide*.)**
- **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 strongly recommends that you do not refill the ink cartridges provided with your machine. We also strongly recommend that you continue to use only Genuine Brother Brand replacement ink cartridges. Using or attempting to use potentially incompatible inks and/or cartridges in your machine may cause damage to the machine itself and/or it may result in unsatisfactory print quality. Our warranty coverage does not apply to any problem that was caused by the use of unauthorized third party ink and/or cartridges. To protect your investment and guarantee your print quality please continue to replace consumed ink cartridges with only Genuine Brother Branded Supplies.**

5 Print quality check

1 After the cleaning cycle is finished, the LCD shows:

```
Set Paper and
```
↕
```
Press Start
```

2 Make sure the paper is loaded in the paper tray.
Press **Color Start**.
The machine starts printing the Print Quality Check Sheet (only during initial ink cartridge installation).

3 Check the quality of the four color blocks on the sheet.
(black/ cyan/ yellow/ magenta)

Print Quality Check

1. Check the quality of the four-color blocks formed by the short lines.
2. If all the short lines are clear and visible, the quality is acceptable. the quality is acceptable. Select **(Yes)**. If you can see missing short lines, select **(No)** to begin the color cleaning process and follow the prompts on the LCD.

🚫 **Improper Setup**

Avoid touching the printed surface of the paper immediately after printing, the surface may not be completely dry and may stain your fingers.

4 The LCD shows:

```
Is Quality OK?
```
↕
```
▲ Yes  ▼ No
```

5 Do one of the following:
■ If all lines are clear and visible, press ▲ (Yes) to finish the quality check.
■ If you can see missing short lines, press ▼ (No) and go to step **6**.

OK   Poor

6 The LCD asks you if the print quality is OK for black and color. Press ▲ (Yes) or ▼ (No) .

```
Black OK?
```
↕
```
▲ Yes  ▼ No
```

After pressing ▲ (Yes) or ▼ (No) for both black and color, the LCD shows:

```
Start Cleaning?
```
↕
```
▲ Yes  ▼ No
```

7 Press ▲ (Yes), the machine will then start cleaning the colors.

8 After cleaning is finished, press **Color Start**. The machine starts printing the Print Quality Check Sheet again and goes back to step **3**.

6 Choosing your language (Canada only)

1 Press **Menu**.

2 Press ▲ or ▼ to choose `0.Initial Setup`
Press **Set**.

3 Press ▲ or ▼ to choose `0.Local Language`
Press **Set**.

4 Press ▲ or ▼ to choose your language.

5 Press **Set**.

```
Language:English
```

6 Press **Stop/Exit**.

7 Setting the date and time

Setting the date and time allows the machine to clean the print head regularly and maintain optimum print quality. It also allows the machine to name files created when using the Scan to Card feature.

1 Press **Menu**.

2 Press ▲ or ▼ to choose `0.Initial Setup`, and then press **Set**.

3 Press ▲ or ▼ to choose `1.Date/Time`, and then press **Set**.

4 Press ▲ repeatedly to enter the last two digits of the year, and then press **Set**.

```
Year:2005
```

(e.g. Enter **0 5** for 2005.)

5 Press ▲ repeatedly to enter the two digits for the month, and then press **Set**.

```
Month:03
```

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

6 Press ▲ repeatedly to enter the two digits for the day, and then press **Set**.

```
Day:01
```

(e.g. Enter **0 1** for the first of the month.)

7 Press ▲ repeatedly to enter the two digits for the hour in 24-hour format, and then press **Set**.

```
Time:15:XX
```

(e.g. Enter **1 5** for 3:00 P.M.)

8 Press ▲ repeatedly to enter the two digits for the minute, and then press **Set**.

```
Time:15:25
```

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

✎ Note

You can increase or decrease the number rapidly by holding down ▲ or ▼.

9 Press **Stop/Exit**.

✎ Note

*If you want to start again, press **Stop/Exit** to go back to Step **1**.*

🔍 *To confirm the current date and time, print out the Users Settings Report. (See "Printing reports" in Appendix A of the User's Guide.)*

Now go to

Supplied CD-ROM 'MFL-Pro Suite'

Supplied CD-ROM 'MFL-Pro Suite'

Windows®

Install MFL-Pro Suite

You can install the MFL-Pro Suite software and multifunction drivers.

Install Optional Applications

You can install additional MFL-Pro Suite software utilities.

Documentation

View the User's Guide and other documents in PDF format (Viewer included). The User's Guide on the CD-ROM includes the Software and Network User's Guides for features available when connected to a computer (e.g. Printing and Scanning).

On-Line Registration

You will be pointed to the Brother Product Registration Web page for quick registration of your machine.

Brother Support

View contact information for Brother Customer Service and how to find a Brother Authorized Service Center.

Repair MFL-Pro Suite (USB only)

If an error occurred during the installation of the MFL-Pro Suite, use this selection to automatically repair and re-install the MFL-Pro Suite.

Note

MFL-Pro Suite includes Printer Driver, Scanner Driver, ScanSoft® PaperPort® 9.0SE, ScanSoft® OmniPage® and True Type® fonts.

PaperPort® 9.0SE is a document management application for viewing scanned documents.

ScanSoft® OmniPage®, which is integrated into PaperPort® 9.0SE, is an OCR application that converts an image into text and puts it into your default word processor.

Macintosh®

Start Here OS 9.1-9.2

You can install the printer driver, scanner driver and Presto!® PageManager® for Mac OS® 9.1-9.2.

Start Here OSX

You can install the MFL-Pro Suite that includes the printer driver, scanner driver and the Brother ControlCenter 2 for Mac OS® 10.2.4 or greater. You can also install Presto!® PageManager® to add OCR capability to the Brother ControCenter2 adn easily scan, share and organize photos and documents.

Readme.html

You can get important information and troubleshooting tips.

Documentation

View the User's Guide and other documents in PDF format. The User's Guide on the CD-ROM includes the Software User's Guides for features available when connected to a computer (e.g. Printing and Scanning).

Brother Solutions Center

You can access the Brother Solutions Center which is a Web site offering information about your Brother product including FAQs, User's Guides, driver updates and tips for using your machine.

On-Line Registration

You will be pointed to the Brother Product Registration Web Page for quick registration of your machine.

STEP2 Installing the Driver & Software

Follow the instructions on this page for your operating system and interface cable.
For the latest drivers and documentations and to find the best solution for your problem or question, access the Brother Solutions Center directly from the driver or visit http://solutions.brother.com

Windows®

Macintosh®

Windows® XP Professional x64 Edition:

Visit the Brother Solution Center (http://solutions.brother.com)
for driver downloads and installation steps.

11

Windows®
USB

For USB Interface Users
(For Windows® 98/98SE/Me/2000 Professional/XP)

Important

Make sure that you have finished the instructions from Step 1 *Setting Up the Machine* **on page 4-9.**

📝**Note**
- *Please close any applications running before installing MFL-Pro Suite.*
- *Make sure there are no media cards put into the media drive of the machine.*

1 Unplug the machine from the AC outlet and from your computer, if you already connected an interface cable.
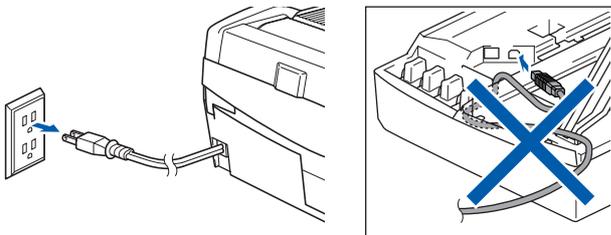
2 Turn on your PC.
(For Windows® 2000 Professional/XP, you must be logged on with Administrator rights.)

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

4 The CD-ROM main menu will appear. Click **Install MFL-Pro Suite**.

📝**Note**
- *If this window does not appear, use Windows® Explorer to run the **setup.exe** program from the root folder of the Brother CD-ROM.*
- *If you are using Windows® 2000 Professional: To access the PhotoCapture Center™ features from your computer you may have to install a Windows® 2000 update first.*

  The Windows® 2000 update is included with the MFL-Pro Suite installer.
  To install the update, follow the steps below:
  1 *Click **OK** to start installation of the Windows® updates.*
  2 *When instructed, click **OK** to restart your computer.*

  3 *After the computer restarts, the installation of MFL-Pro Suite will automatically continue.*
  *If the installation does not continue automatically, open the main menu again by ejecting and then reinserting the CD-ROM disc or double-click the **setup.exe** program from the root folder, and continue from Step **4** to install the MFL-Pro Suite.*

5 After reading and accepting the ScanSoft® PaperPort® 9.0SE License Agreement, click **Yes**.

6 The installation of PaperPort® 9.0SE will automatically start and is followed by the installation of MFL-Pro Suite.

7 When the Brother MFL-Pro Suite Software License Agreement window appears, click **Yes** if you agree to the Software License Agreement.
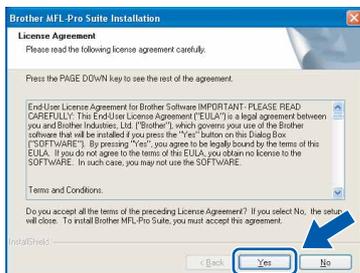
**8** Choose **Local Connection**, and then click **Next**. The installation continues.


9 When this screen appears, go to the next step.
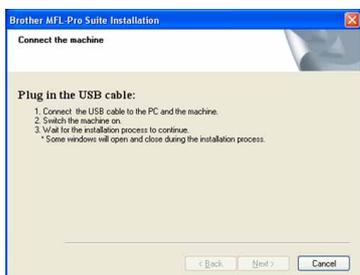
10 Open the scanner cover to its open position.

11 Connect the USB cable to the USB socket marked with a ⟨USB⟩ symbol. You will find the USB socket above and to the left of the ink cartridge slots, as shown below.
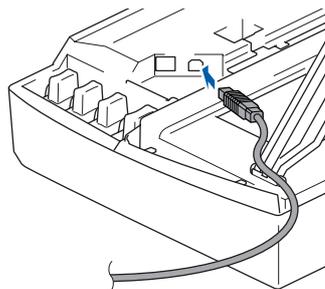
12 Carefully route the USB cable through the trench and out the back of the machine as shown below.
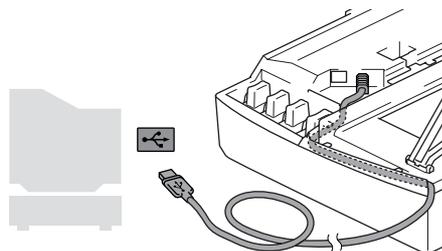
🚫 **Improper Setup**
- **DO NOT connect the machine to a USB port on a key board or a non-powered USB hub. Brother recommends that you connect the machine directly to your computer.**
- **Make sure that the cable does not restrict the cover from closing, or an error may occur.**

13 Lift the scanner cover to release the lock. Gently push the scanner cover support down and close the scanner cover.

14 Turn on the machine by plugging in the power cord.
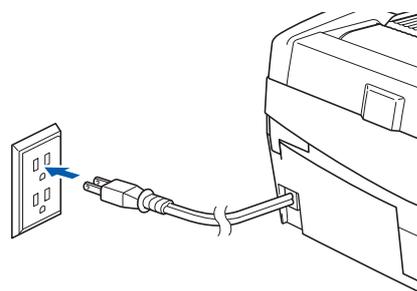
It will take a few seconds for the installation screens to appear.
The installation of the Brother drivers will automatically start. The installation screens appear one after another. **Please wait, it will take a few seconds for all screens to appear.**

🚫 **Improper Setup**

DO NOT try to cancel any of the screens during this installation.

Windows® USB

15 When the on-line Registration screen is displayed, make your selection and follow the on-screen instructions.
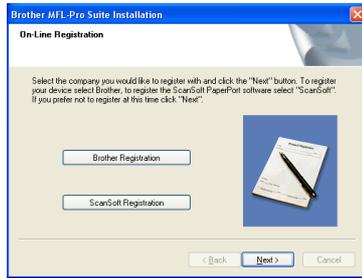
16 Click **Finish** to restart your computer. (After restarting the computer, for Windows® 2000 Professional/XP, you must be logged on with Administrator rights.)

✎**Note**

After restarting the computer, the Installation Diagnostics will run automatically. If the installation is unsuccessful, the installation results window will be shown. If the Diagnostics shows a failure, please follow the on-screen instruction or read on-line help and FAQ's in Start/ALL Programs/ Brother/MFL-Pro Suite DCP-XXXX.

OK! **The MFL-Pro Suite (including Brother Printer driver and Scanner driver) has been installed and the installation is now complete.**

14

For USB Interface Users

For Mac OS® X 10.2.4 or greater

Important

**Make sure that you have finished the instructions from Step 1 *Setting Up the Machine* on page 4-9.**

Note

For Mac OS® X 10.2.0 to 10.2.3 users, upgrade to Mac OS® X 10.2.4 or greater. (For the latest information for Mac OS® X, visit http://solutions.brother.com)

1 Unplug the machine from the AC outlet and from your computer, if you already connected an interface cable.
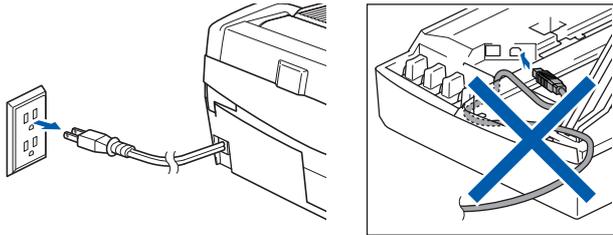
2 Turn on your Macintosh®.

3 Put the supplied CD-ROM into your CD-ROM drive.

4 Double-click the **Start Here OSX** icon to install the drivers and MFL-Pro Suite. If the language screen appears, choose your language.

5 Click **MFL-Pro Suite** to install.

6 Follow the on-screen instructions, and restart your Macintosh®.

7 Open the scanner cover to its open position.

8 After the DeviceSelector window appears connect the USB interface cable to your Macintosh and then to the machine.
The DeviceSelector window will not appear if you have connected a USB interface cable to the machine before restarting your Macintosh® or if you are overwriting a previously installed version of the Brother Software. If you encounter this problem continue with the installation but skip step **13**. After the software installation is completed you should select your Brother machine from the Model pull-down list in the main screen of ControlCenter2. For details, See the Software User's Guide on the CD-ROM.

9 Connect the USB cable to the USB socket marked with a ⟨⟨⟨ symbol. You will find the USB socket above and to the left of the ink cartridge slots, as shown below.
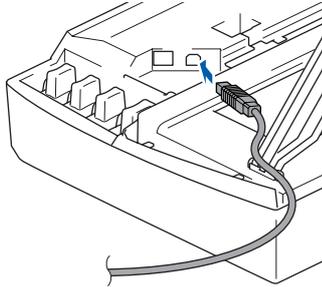
**10** Carefully route the USB cable through the trench and out the back of the machine as shown below.
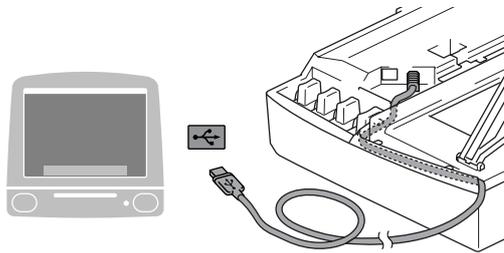
🚫 **Improper Setup**

- **DO NOT connect the machine to a USB port on a keyboard or a non-powered USB hub. Brother recommends that you connect the machine directly to your computer.**
- **Make sure that the cable does not restrict the cover from closing, or an error may occur.**

11 Lift the scanner cover to release the lock. Gently push the scanner cover support down and close the scanner cover.

12 Turn on the machine by plugging in the power cord.
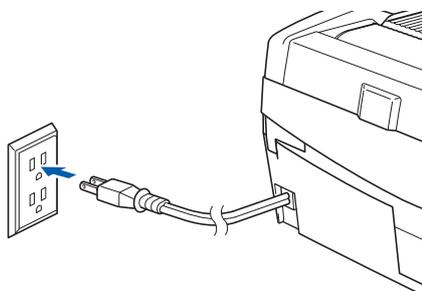
13 Choose **USB** and then click **OK**.
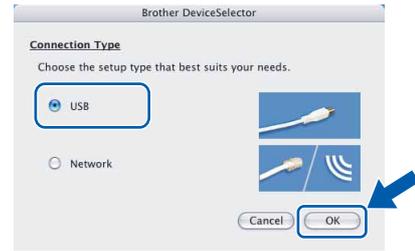
14 Click **GO**, then **Applications**.

15 Double-click the **Utilities** folder.

16 Double-click the **Printer Setup Utility** icon.

📝 **Note**

For Mac® OS X 10.2.x users, open Print Center icon.

17 Click **Add**.
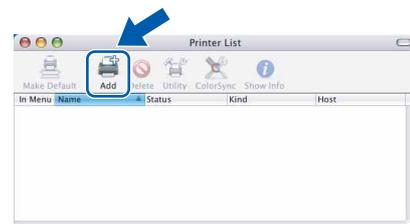
18 Choose **USB**. (For Mac OS® X 10.2.4 to 10.3 users)
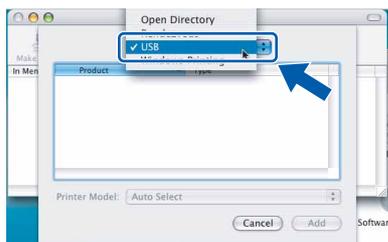
📝 **Note**

*For Mac OS® X 10.4 users, go to step **19**.*

19 Choose **DCP-XXXX** (where XXXX is your model name), and then click **Add**.
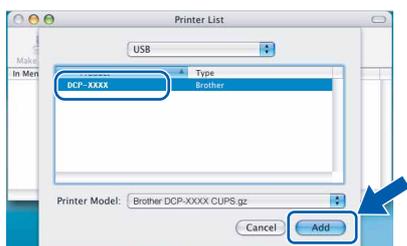
20 Click **Printer Setup Utility**, then **Quit Printer Setup Utility**.
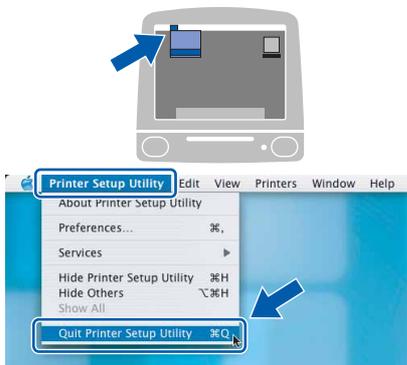
OK! **The MFL-Pro Suite, Brother printer driver, scanner driver and Brother ControlCenter2 have been installed and the installation is now complete.**

21 To install Presto!®PageManager®, click the **Presto! PageManager** icon and follow the on-screen instructions.

📝 **Note**

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

OK! **Presto!® PageManager® has been installed and the installation is now complete.**

## For Mac OS® 9.1 to 9.2

Important

Make sure that you have finished the instructions from Step 1 *Setting Up the Machine* **on page 4-9.**

1 Unplug the machine from the AC outlet and from your computer, if you already connected an interface cable.
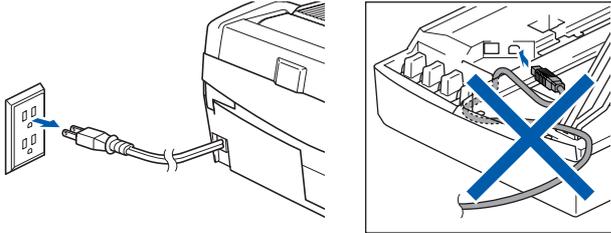
2 Turn on your Macintosh®.

3 Put the supplied CD-ROM into your CD-ROM drive.

4 Double-click the **Start Here 9.1-9.2** icon to install the printer and scanner drivers. If the language screen appears, choose your language.
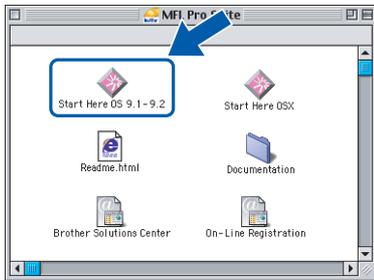

5 Click **MFL-Pro Suite** to install.

6 Follow the on-screen instructions, and restart your Macintosh®.

7 Open the scanner cover to its open position.

8 Connect the USB cable to the USB socket marked with a 🔌 symbol. You will find the USB socket above and to the left of the ink cartridge slots, as shown below.
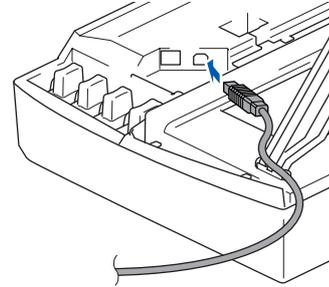
9 Carefully route the USB cable through the trench and out the back of the machine as shown below.

Then, connect it to your Macintosh®.
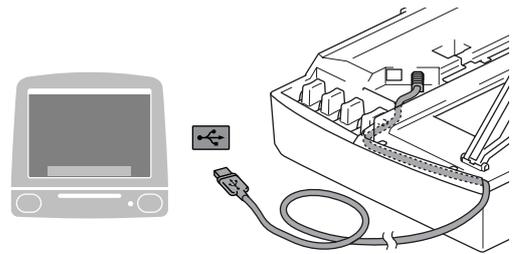
🚫 **Improper Setup**

• **DO NOT connect the machine to a USB port on a keyboard or a non-powered USB hub. Brother recommends that you connect the machine directly to your computer.**

• **Make sure that the cable does not restrict the cover from closing, or an error may occur.**

10 Lift the scanner cover to release the lock. Gently push the scanner cover support down and close the scanner cover.

11 Turn on the machine by plugging in the power cord.
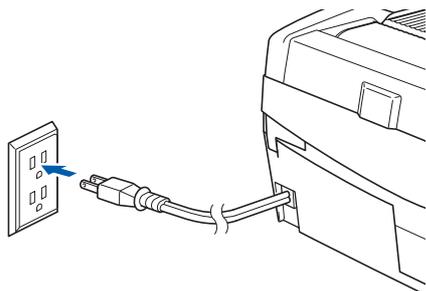
12 From the Apple® menu, click **Chooser**.
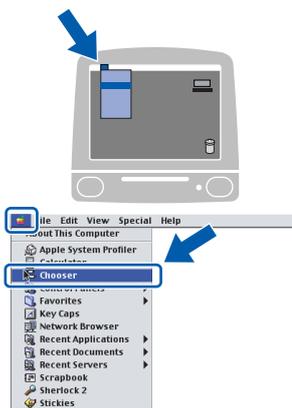
13 Click the **Brother Ink** icon.
On the right side of the **Chooser**, choose the machine to which you want to print.
Close the **Chooser**.
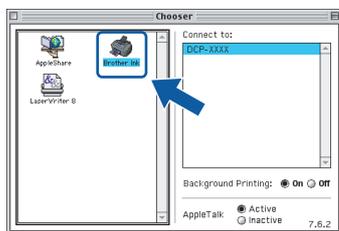
> **OK!** The Brother printer driver and scanner driver have been installed.

✎ **Note**

ControlCenter2 is not supported in Mac OS® 9.x.

14 To install Presto!® PageManager®, click the **Presto! PageManager** icon and follow the on-screen instructions.

✎ **Note**

You can easily scan, share and organize photos and documents using Presto!® PageManager®.

> **OK!** **Presto!® PageManager® has been installed and the installation is now complete.**

19

Consumables

▌Replacement consumables

When the time comes to replace ink cartridges, an error message will be indicated on the LCD. For more information about the ink cartridges for your machine, visit http://solutions.brother.com or contact your local Brother re-seller.

Ink cartridge

Black	Magenta	Yellow	Cyan
LC41BK	LC41M	LC41Y	LC41C
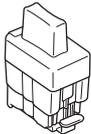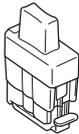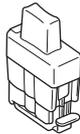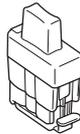
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