

USER'S GUIDE



MFC-7340 MFC-7450 MFC-7440N MFC-7840N MFC-7840W

If you need to call Customer Service

Please complete the following information for future reference:

Model Number: MFC-7340, MFC-7450, MFC-7440N, MFC-7840N and MFC-7840W (Circle your model number)

| Serial Number: 1 | |
|--------------------|--|
| Date of Purchase: | |
| Place of Purchase: | |

The serial number is on the back of the unit. Retain this User's Guide with your sales receipt as a permanent record of your purchase, in the event of theft, fire or warranty service.

Register your product on-line at

http://www.brother.com/registration/

By registering your product with Brother, you will be recorded as the original owner of the product. Your registration with Brother:

- may serve as confirmation of the purchase date of your product should you lose your receipt; and
- may support an insurance claim by you in the event of product loss covered by insurance.

Approval Information and Compilation and Publication Notice

THIS EQUIPMENT IS DESIGNED TO WORK WITH A TWO WIRE ANALOGUE PSTN LINE FITTED WITH THE APPROPRIATE CONNECTOR.

APPROVAL INFORMATION

Brother advises that this product may not function correctly in a country other than where it was originally purchased, and does not offer any warranty in the event that this product is used on public telecommunication lines in other countries.

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.

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Section I

General

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1

General information

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 style identifies keys on the

machine control panel or

computer screen.

Italics Italicized style emphasizes an

important point or refers you to

a related topic.

Courier

Courier New font identifies the messages shown on the LCD

of the machine.



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



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



Electrical Hazard icons alert you to a possible electrical shock.



Hot Surface icons warn you not to touch machine parts that are hot.



Incorrect setup icons alert you to devices and operations that are not compatible with the machine.



Note icons give useful tips.

Accessing the Software User's Guide and Network 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 Fax, Printer, Scanner, PC Fax and Network. When you are ready to learn detailed information about these operations, read the **Software User's Guide** and **Network User's Guide**.

Viewing documentation

Viewing documentation (Windows®)

To view the documentation, from the **Start** menu, point to **Brother**, **MFC-XXXX** (where XXXX is your model name) from the program group, and then click **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 labelled Windows[®] into your CD-ROM drive.
- If the language selection screen appears, click your language.
- If the model name screen appears, click your model name. The CD-ROM main menu will appear.



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

4 Click Documentation.

- 5 Click the documentation you want to read:
 - HTML documents (2 manuals):
 Software User's Guide and
 Network User's Guide in HTML format

This format is recommended for viewing on your computer.

■ PDF documents (4 manuals):

User's Guide for stand-alone operations, Software User's Guide, Network User's Guide and Quick Setup Guide.

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 a document using the TWAIN driver in Chapter 2
- Scanning a document using the WIA driver (For Windows[®] XP/Windows Vista[®] only) in Chapter 2
- Using ControlCenter3 in Chapter 3
- Network Scanning in Chapter 4

ScanSoft™ PaperPort™ 11SE with OCR How-to-Guides

■ The complete ScanSoft[™] PaperPort[™] 11SE with OCR How-to-Guides can be viewed from the Help selection in the ScanSoft[™] PaperPort[™] 11SE application.

Viewing documentation (Macintosh®)

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



- 3 Double-click the **Documentation** icon.
- 4 If the language selection screen appears, double-click your language.
- 5 Double-click the top page file to view the Software User's Guide and Network User's Guide in HTML format.
- 6 Click the documentation you want to read.
 - Software User's Guide
 - Network User's Guide



The documents are also available in PDF format (4 manuals):

User's Guide for stand-alone operations, Software User's Guide, Network User's Guide and Quick Setup Guide.

The PDF format is recommended for printing the manuals.

Double-click **Brother Solutions Center** icon 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 in Chapter 9
- Using ControlCenter2 in Chapter 10
- Network Scanning in Chapter 11

Presto!® PageManager® User's Guide:

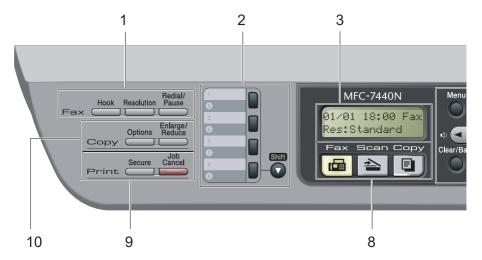
■ The complete Presto!® PageManager® User's Guide can be viewed from the Help selection in the Presto!® PageManager® application.

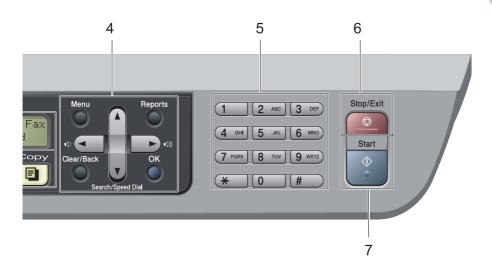
Control panel overview

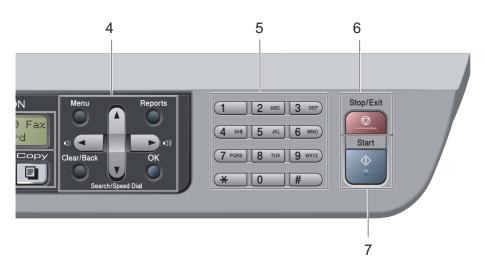
MFC-7340 and MFC-7450 have the same keys.



MFC-7440N, MFC-7840N and MFC-7840W have the same keys.







1 Fax and telephone keys:

Hook

Press before dialing if you want to make sure a fax machine will answer, and then press **Start**. Also, press this key after you pick up the handset of an external telephone during the F/T ring (fast double-rings).

Resolution

Sets the resolution when sending a fax.

Redial/Pause

Redials the last number called. It also inserts a pause when programming quick dial numbers or when dialling a number manually.

2 One Touch keys

These 4 keys give you instant access to 8 previously stored numbers.

Shift

Lets you access One Touch numbers 5 to 8 when held down.

3 LCD

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

4 Menu keys:

Menu

Lets you access the Menu to program your settings in this machine.

Clear/Back

Deletes entered data or lets you cancel the current setting.

OK

Lets you store your settings in the machine.

Volume keys

Press to scroll backwards or forwards through menu selections. Press to change the volume when in fax or standby mode.

▲ or **▼**

Press to scroll through the menus and options.

▼ Search/Speed Dial

Lets you look up numbers that are stored in the dialling memory. It also lets you dial stored numbers by pressing a three-digit number.

Reports

Print the Transmission Verification Report, Help List, Tel Index List, Fax Journal, User Settings and Network Configuration and Order Form.

5 Dial pad

Use these keys to dial telephone and fax numbers and as a keyboard for entering information into the machine

The # key temporarily switches the dialling mode from Pulse to Tone during a telephone call (not available in New Zealand).

6 Stop/Exit

Stops an operation or exits from a menu.

7 Start

Lets you start sending faxes, making copies or scanning.

8 Mode keys:



Puts the machine in Fax mode.

Scan

Puts the machine in Scan mode. (For details about scanning, see the *Software User's Guide on the CD-ROM.*)

🔳 Сору

Puts the machine in Copy mode.

9 Print keys:

Secure (MFC-7440N, MFC-7840N and MFC-7840W only)

You can print data saved in memory when you enter your four-digit password. (For details about using the Secure key, see the *Software User's Guide on the CD-ROM*.)

(MFC-7840N and MFC-7840W only) When using Secure Function Lock, you can switch restricted users by holding down **Shift** as you press the **Secure** key. (See Secure Function Lock (MFC-7840N and MFC-7840W only) on page 28.)

Job Cancel

Cancels a programmed print job and clears it from the machine's memory.

To cancel multiple print jobs, hold down this key until the LCD shows

Job Cancel (All).

10 Copy keys:

Options

You can quickly and easily choose temporary settings for copying.

Enlarge/Reduce

Reduces or enlarges copies.

2

Loading paper and documents

Loading paper and print media

The machine can feed paper from the standard paper tray or manual feed slot.

When you put paper into the paper tray, note the following:

- If your application software supports paper size selection on the print menu, you can select it through the software. If your application software does not support it, you can set the paper size in the printer driver or by using the control panel buttons.
- Before using paper that has holes in it, such as organizer sheets, you must 'fan' the stack to avoid paper jams and misfeeds.



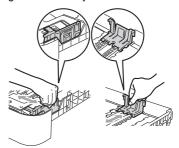
Loading paper in the paper tray

Printing on plain paper, recycled paper or transparencies from the paper tray

1 Pull the paper tray completely out of the machine.

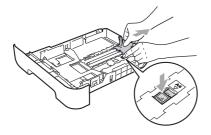


While pressing the green paper guide release lever, slide the paper guides to fit the paper size. Make sure that the guides are firmly in the slots.





(For Asia) For Legal size paper, press the release button in the bottom of the paper tray and then pull out the back of the paper tray. (Legal size paper is not available in some regions)



3 Put paper in the tray, and make sure that the paper is below the maximum paper mark (1). The side to be printed on must be face down.

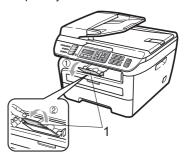


CAUTION

To prevent damage to your machine caused by paper misfeeding, make sure the paper guides touch the sides of the paper.

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

Fold out the support flap (1) to prevent paper from sliding off the face-down output tray.



Loading paper in the manual feed slot

You can load envelopes and special print media one at a time into this slot. Use the manual feed slot to print or copy on labels, envelopes or thicker paper.

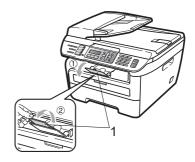
Printing on plain paper, recycled paper or transparencies from the manual feed slot



Note

The machine automatically turns on the Manual Feed mode when you put paper in the manual feed slot.

Lift up the support flap (1) to prevent paper from sliding off the face-down output tray, or remove each page as soon as it comes out of the machine.



2 Open the manual feed slot cover.



3 Using both hands, slide the manual feed slot paper guides to the width of the paper that you are going to use.



4 Using both hands, put one sheet of paper or one transparency in the manual feed slot until the front edge touches the paper feed roller. When you feel the machine pull in the paper, let go.

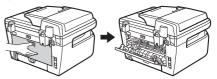


Printing on thick paper, bond paper, labels and envelopes

When the back output tray is pulled down, the machine has a straight paper path from the manual feed slot through to the back of the machine. Use this paper feed and output method when you want to print on thick paper, labels or envelopes.

Note

- Remove each printed sheet or envelope immediately to prevent a paper jam.
- The machine automatically turns on the Manual Feed mode when you put paper in the manual feed slot.
- 1 Open the back cover (back output tray).



Open the manual feed slot cover.



3 Using both hands, slide the manual feed slot paper guides to the width of the paper that you are going to use.



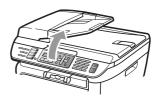
Using both hands, put one sheet of paper or one envelope in the manual feed slot until the front edge of the paper or envelope touches the paper feed roller. When you feel the machine pull in the paper, let go.







- Put the paper into the manual feed slot with the side to be printed face up.
- Make sure that the paper or print media (see Acceptable paper and other print media on page 14.) is straight and in the correct position on the manual feed slot. If it is not, the paper or the transparency may not be fed correctly, resulting in a skewed printout or a paper jam.
- Do not put more than one sheet of paper in the manual feed slot at any one time, as it may cause a jam.
- If you put any print media in the manual feed slot before the machine is in the Ready state, the print media may be ejected without being printed on.
- To easily remove a small printout from the output tray, lift up the scanner cover by using both hands as shown in the illustration.



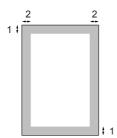
 You can still use the machine while the scanner cover is up. To close the scanner cover, push it down with both hands.



Unprintable area

Unprintable area for faxes and copies

The printable area of your machine begins at approximately 3 mm from the top and bottom and 2 mm from both sides of the paper.



- 1 3 mm
- 2 2 mm

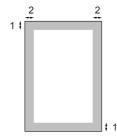


(For copies) The unprintable area shown above is for a single copy or a 1 in 1 copy using A4 size paper. The unprintable area changes with the paper size.

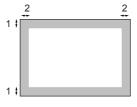
Unprintable area when printing from a computer

When using the printer driver the printable area is smaller than the paper size, as shown below.

Portrait



Landscape



| | | Windows [®] printer driver and Macintosh [®] printer driver | BRScript Driver for Windows [®] and Macintosh [®] (MFC-7450, MFC-7840N and MFC- 7840W only) |
|-----------|---|--|--|
| Portrait | 1 | 4.23 mm | 4.23 mm |
| | 2 | 6.01 mm | 4.23 mm |
| Landscape | 1 | 4.23 mm | 4.23 mm |
| | 2 | 5 mm | 4.23 mm |



The unprintable area shown above is for A4 size paper. The unprintable area changes with the paper size.

Acceptable paper and other print media

Print quality may vary according to the type of paper you are using.

You can use the following types of print media: plain paper, bond paper, recycled paper, transparencies, labels or envelopes.

For best results, follow the instructions below:

- Use paper made for plain paper copying.
- Use paper that is 75 to 90 gsm.
- Use labels and transparencies which are designed for use in laser machines.
- Do not put different types of paper in the paper tray at the same time because it may cause paper jams or misfeeds.
- For correct printing, you must choose the same paper size from your software application as the paper in the tray.
- Avoid touching the printed surface of the paper immediately after printing.
- When you use transparencies remove each sheet immediately to prevent smudging or paper jams.
- Use long grain paper with a neutral Ph value, and a moisture content of approx 5%.

Type and size of paper

The machine loads paper from the installed standard paper tray or manual feed slot.

Standard paper tray

Since the standard paper tray is a universal type, you can use any of the paper sizes (one paper type and size at a time) listed in the table in *Paper capacity of the paper trays* on page 15. The standard paper tray can hold up to 250 sheets of Letter/A4 (Legal and Folio for Asia) size paper (80 gsm). Paper can be loaded up to the maximum paper mark on the sliding paper width guide.

Manual Feed Slot

The manual feed slot can hold a sheet with a size of 76.2 to 220 mm wide and 116 to 406.4 mm long. You can use the manual feed slot if you are using special paper, envelopes or labels.

Paper capacity of the paper trays

| | Paper size | Paper types | No. of sheets |
|------------------|--|---|-----------------------|
| Paper Tray | (For Oceania) A4, Letter, Executive, A5, A6, B5, B6. | Plain paper and recycled paper | up to 250 (80 gsm) |
| | (For Asia) A4, Letter, Legal, Executive, A5, A6, B5, B6 and Folio. ¹ | Transparency | up to 10 |
| Manual Feed Slot | Width: 76.2 to 220 mm Length: 116 to 406.4 mm | Plain paper, recycled paper, bond paper, envelopes, labels and transparencies | 1 |

Folio size is 215.9 mm x 330.2 mm.

Recommended paper specifications

The following paper specifications are suitable for this machine.

| Basis weight | 75-90 gsm |
|---------------------|--|
| Thickness | 80-110 µm |
| Roughness | Higher than 20 sec. |
| Stiffness | 90-150 cm ³ /100 |
| Grain direction | Long grain |
| Volume resistivity | 10e ⁹ -10e ¹¹ ohm |
| Surface resistivity | 10e ⁹ -10e ¹² ohm-cm |
| Filler | CaCO ₃ (Neutral) |
| Ash content | Below 23 wt% |
| Brightness | Higher than 80 % |
| Opacity | Higher than 85 % |

Handling and using special paper

The machine is designed to work well with most types of xerographic and bond paper. However, some paper variables may have an effect on print quality or handling reliability. Always test samples of paper before purchasing to ensure desirable performance. Store paper in its original packaging and keep it sealed. Keep the paper flat and away from moisture, direct sunlight and heat.

Some important guidelines when selecting paper are:

- Do not use inkjet paper because it may cause a paper jam or damage your machine.
- Preprinted paper must use ink that can withstand the temperature of the machine's fusing process (200 degrees centigrade).
- If you use bond paper, paper having a rough surface or paper that is wrinkled or creased, the paper may exhibit degraded performance.

Types of paper to avoid

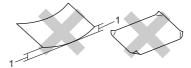


CAUTION

Some types of paper may not perform well or may cause damage to your machine.

DO NOT use paper:

- · that is highly textured
- that is extremely smooth or shiny
- · that is curled or warped



- · that is coated or has a chemical finish
- · that is damaged, creased or folded
- · that exceeds the recommended weight specification in this guide
- · with tabs and staples
- with letterheads using low temperature dyes or thermography
- · that is multipart or carbonless

· that is designed for inkjet printing

If you use any of the types of paper listed above, they may damage your machine. This damage is not covered under any Brother warranty or service agreement.

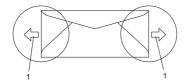
Envelopes

Most envelopes will be suitable for your machine. However, some envelopes may have feed and print-quality problems because of the way they have been made. A suitable envelope should have edges with straight, well-creased folds and the leading edge should not be thicker than two sheets of paper. The envelope should lie flat and not be of baggy or flimsy construction. You should buy quality envelopes from a supplier who understands that you will be using the envelopes in a laser machine.

Envelopes can be fed from the manual feed slot one at a time. We recommend that you print a test envelope to make sure the print results are what you want before you print or purchase a large quantity of envelopes.

Check the following:

- Envelopes should have a lengthwise sealing flap.
- The sealing flaps should be folded crisply and correctly (irregularly cut or folded envelopes may cause paper jams).
- Envelopes should consist of two layers of paper in the area circled in figure below.



1 Feeding direction

- Envelope joints that are sealed by the manufacturer should be secure.
- We recommend that you do not print within 15 mm of the edges of envelopes.

Types of envelopes to avoid



CAUTION

DO NOT use envelopes:

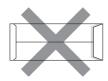
- that are damaged, curled, wrinkled or an unusual shape
- · that are extremely shiny or textured
- · with clasps, staples, snaps or tie strings
- · with self-adhesive closures
- that are of a baggy construction
- · that are not sharply creased
- that are embossed (have raised writing on them)
- that were previously printed by a laser machine
- · that are pre-printed on the inside
- that cannot be arranged neatly when stacked
- that are made of paper that weighs more than the paper weight specifications for the machine
- with edges that are not straight or consistently square
- with windows, holes, cut-outs or perforations
- with glue on surface as shown in figure below



 with double flaps as shown in figure below



- with sealing flaps that have not been folded at purchase
- with sealing flaps as shown in figure below



 with each side folded as shown in figure below



If you use any of the types of envelopes listed above, they may damage your machine. This damage is not covered under any Brother warranty or service agreement.

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

Labels

The machine will print on most types of labels designed for use with a laser machine. Labels should have an adhesive that is acrylic-based since this material is more stable at the high temperatures in the fuser unit. Adhesives should not come in contact with any part of the machine, because the label stock may stick to the drum unit or rollers and cause jams and print quality problems. No adhesive should be exposed between the labels. Labels should be arranged so that they cover the entire length and width of the sheet. Using labels with spaces may result in labels peeling off and causing serious jams or print problems.

All labels used in this machine must be able to withstand a temperature of 392 degrees Fahrenheit (200 degrees centigrade) for a period of 0.1 seconds.

Label sheets should not exceed the paper weight specifications described in this User's Guide. Labels exceeding this specification may not feed or print correctly and may cause damage to your machine.

Labels can be fed from the manual feed slot only.

Types of labels to avoid

Do not use labels that are damaged, curled, wrinkled or an unusual shape.











CAUTION

DO NOT feed part used label sheets. The exposed carrier sheet will damage your machine.

Loading documents

Using the automatic document feeder (ADF)

The ADF can hold up to 35 pages and feeds each sheet individually. Use standard 80 gsm paper and always fan the pages before putting them in the ADF.

0

CAUTION

DO NOT leave thick documents on the scanner glass. If you do this, the ADF may jam.

DO NOT use paper that is curled, wrinkled, folded, ripped, stapled, paper-clipped, pasted or taped.

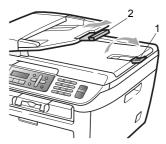
DO NOT use cardboard, newspaper or fabric with the ADF. Instead use the scanner glass.

To avoid damaging your machine while using the ADF, DO NOT pull on the document while it is feeding.

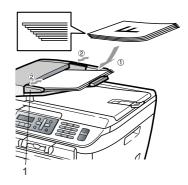
To scan non-standard documents see *Using the scanner glass (Flatbed)* on page 20.

- Make sure documents written with ink are completely dry.
- Documents to be faxed must be from 148 to 215.9 mm wide and from 148 to 355.6 mm long, and of a standard weight (80 gsm).

1 Unfold the ADF document output support flap (1) and the ADF support flap (2).



- 2 Fan the pages well.
- 3 Place your document, face up top edge first, in the ADF until you feel it touch the feed roller
- 4 Adjust the paper guides (1) to fit the width of your document.



Using the scanner glass (Flatbed)

You can use the scanner glass to fax, copy or scan pages of a book or one page at a time. Documents can be up to 215.9 mm wide and 297 mm long.



To use the scanner glass, the ADF must be empty.

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



Close the document cover.

CAUTION

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

3

General setup

Mode timer

The machine has three mode keys on the control panel: **Fax**, **Scan**, and **Copy**.

You can set how much time the machine takes after the last Copy or Scan operation to return to Fax mode default. If you choose Off, the machine will stay in the mode you used last.

(MFC-7840N and MFC-7840W only) Also, this setting sets the time the machine will change from individual user to public user when using Secure Function Lock. (See *Switching Users* on page 30.)



- 1 Press Menu, 1, 1.
- Press ▲ or ▼ to choose 0 Sec,
 30 Secs, 1 Min, 2 Mins, 5 Mins or
 Off.
 Press OK
- 3 Press Stop/Exit.

Paper settings

Paper type

Set up the machine for the type of paper you are using. This will give you the best print quality.

- 1 Press Menu, 1, 2.
- Press ▲ or ▼ to choose Thin, Plain, Thick, Thicker, Transparency Or Recycled Paper. Press OK.

3 Press Stop/Exit.

Paper size

(For Oceania)

You can use seven sizes of paper for printing copies: A4, Letter, Executive, A5, A6, B5 and B6 and two sizes for printing faxes: A4 or Letter.

(For Asia)

You can use nine sizes of paper for printing copies: A4, Letter, Legal, Executive, A5, A6, B5, B6 and Folio and four sizes for printing faxes: A4, Letter, Legal or Folio (8"x13").

When you change the size of paper in the tray, you will also need to change the setting for paper size at the same time so your machine can fit the document or an incoming fax on the page.

- 1 Press Menu, 1, 3.
- (For Oceania)

Press ▲ or ▼ to choose A4, Letter, Executive, A5, A6, B5 or B6. Press OK.

(For Asia)

Press ▲ or ▼ to choose A4, Letter, Legal, Executive, A5, A6, B5, B6 and Folio.

Press OK.

3 Press Stop/Exit.



If you chose Transparency as the paper type (Menu, 1, 2) you will only be able to choose Letter or A4 (Legal or Folio for Asia) size paper in Step 2.

Volume settings

Ring volume

You can choose a ring volume level from a range of settings, from High to Off.

While in Fax mode press () or () to adjust the volume level. The LCD will show the current setting, and each key press will change the volume to the next level. The machine will keep the new setting until you change it.

You can also change the ring volume through the menu:

- 1 Press Menu, 1, 4, 1.
- Press ▲ or ▼ to choose Off, Low, Med or High. Press OK.
- 3 Press Stop/Exit.

Beeper volume

When the beeper is on, the machine will beep when you press a key, make a mistake, or after you send or receive a fax. You can choose a range of volume levels, from <code>HightoOff</code>.

- 1 Press Menu, 1, 4, 2.
- Press A or ▼ to choose Off, Low, Med or High. Press OK.
- 3 Press Stop/Exit.

Speaker volume

You can choose a range of speaker volume levels, from High to Off.

- 1 Press Menu, 1, 4, 3.
- Press ▲ or ▼ to choose Off, Low, Med or High. Press OK.
- 3 Press Stop/Exit.

You can also adjust the speaker volume with the control panel keys.

- 1 Press (Fax).
- Press Hook.
- 3 Press <a>
 □ or <a>
 □ or
- 4 Press Hook.

Setting daylight savings time

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

- 1 Press Menu 1, 5.
- Press ▲ or ▼ to choose on or off.
 Press OK.
- Press 1 or 2 to choose 1.Change or 2.Exit.
- 4 Press Stop/Exit.

Ecology features

Toner Save

You can save toner using this feature. When you set Toner Save to on, print appears lighter. The default setting is off.

- 1 Press Menu, 1, 6, 1.
- Press ▲ or ▼ to choose on or off. Press OK.
- 3 Press Stop/Exit.



We do not recommend Toner Save for printing Photo or Greyscale images.

Sleep time

Setting the sleep time reduces power consumption by turning off the fuser while the machine is idle.

You can choose how long the machine must be idle (from 00 to 99 minutes) before it goes into sleep mode. When the machine receives a fax, computer data, or makes a copy, the timer will be reset. The default setting is 05 minutes.

While the machine is in sleep mode the LCD will display Sleep. When printing or copying in sleep mode, there will be a short delay while the fuser warms up.

- 1 Press Menu 1, 6, 2.
- Enter the length of time the machine is idle before entering sleep mode (00 to 99). Press OK.
- 3 Press Stop/Exit.



To turn off sleep mode, press **Start** and **Options** at the same time in ②. Press ▲ or ▼ to choose Off. Press **OK**.

LCD contrast

You can change the contrast to make the LCD look lighter or darker.

- 1 Press Menu, 1, 7.
- Press ▲ to make the LCD darker. Or, press ▼ to make the LCD lighter. Press OK.
- 3 Press Stop/Exit.

Dial prefix

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

Setting up the prefix number

- (for New Zealand) Press Menu, 0, 5. Press Menu, 0, 6.
- Enter the prefix number (up to 5 digits) on the dial pad. Press OK.



You can use the numbers 0 to 9, #, * and
 !. (Press Hook to display "!".)

You cannot use! with any other numbers or characters.

If your telephone system requires a timed break recall (hookflash), press **Hook** to enter the break.

- (Not available in New Zealand) If the pulse dialing mode is on, # and * are not available to use.
- 3 Press Stop/Exit.

Changing the prefix number

- (for New Zealand) Press Menu, 0, 5. Press Menu, 0, 6.
- 2 Do one of the following:
 - To change the prefix number, press 1.
 - To exit without making a change, press 2 and go to 4.

- 3 Enter a new prefix number using the dial pad (up to 5 digits).
 Press **OK**
- 4 Press Stop/Exit.

4

Security features

Security

You can set up your machine with multiple levels of security using Setting Lock and TX Lock (MFC-7340 and MFC-7440N only), Memory Security (MFC-7450 only) or Secure Function Lock (MFC-7840N and MFC-7840W only). You will not be able to continue to schedule Delayed Faxes or Polling jobs. However, any pre-scheduled Delayed Faxes will be sent even if you turn on TX Lock, Memory Security or Secure Function Lock, so they will not be lost.

TX Lock (MFC-7340 and MFC-7440N only)

TX Lock lets you prevent unauthorized access to the machine.

While TX Lock is on, the following operations are available:

- Receiving faxes
- Fax Forwarding (if Fax Forwarding was already on)
- Remote Retrieval (if Fax Storage was already on)
- PC Fax Receive (if PC Fax Receive was already on)

While TX Lock is on, the following operations are NOT available:

- Sending faxes
- Copying
- PC printing
- Scanning



- To print the faxes in memory, turn off TX Lock.
- If you forget the TX Lock password, please call your Brother dealer for service.

Setting up the password



Note

If you have already set the password, you will not need to set it, again.

- 1 Press Menu, 1, 8, 1.
- Enter a four-digit number for the password using numbers 0-9. Press **OK**.
- If you are entering the password for the first time, the LCD will show Verify:.
- Re-enter the password. Press **OK**.
- 5 Press Stop/Exit.

Changing the TX Lock password

- 1 Press Menu, 1, 8, 1.
- Press A or V to choose Set Password. Press OK.
- 3 Enter the registered four-digit password. Press **OK**
- 4 Enter a four-digit number for the new password.
 Press **OK**.
- If the LCD shows Verify:, re-enter the new password. Press OK.
- 6 Press Stop/Exit.

Turning the TX Lock on/off

If you enter the wrong password when following the instructions below, the LCD shows Wrong Password. Re-enter the correct password.

Turning TX Lock on

- 1 Press Menu, 1, 8, 1.
- Press A or ▼ to choose Set TX Lock. Press OK.
- 3 Enter the registered 4-digit password. Press **OK**.

The machine goes offline and the LCD shows TX Lock Mode.

Turning TX Lock off

- 1 Press Menu.
- Enter the registered 4-digit password. Press **OK**.

TX lock is automatically turned off.



If you enter the wrong password, the LCD shows Wrong Password and stays offline. The machine will stay in TX Lock mode until the registered password is entered.

Memory Security (MFC-7450 only)

Memory Security lets you prevent unauthorized access to the machine.

While Memory Security is on, the following operations are available:

- Receiving faxes into memory (limited by memory capacity)
- FAX Forwarding (if Fax Forwarding was already on)

■ Remote Retrieval (if Fax Storage was already on)

While Memory Security is on, the following operations are NOT available:

- Printing received faxes
- Sending faxes
- Copying
- PC printing
- Scanning
- PC Fax Receive



- To print the faxes in memory, turn off Memory Security.
- You must turn off PC Fax Receive before you can turn on Memory Security.
 (See Turning off remote fax options on page 63.)

Setting up the password



- If you have already set the password, you will not need to set it, again.
- If you forget the Memory Security password, please call your Brother dealer.
- 1 Press Menu, 1, 8, 1.
- Enter a four-digit number for the password using numbers 0-9. Press **OK**.
- Re-enter the password when the LCD shows Verify:.
 Press OK.
- 4 Press Stop/Exit.

Changing your memory security password

- Press Menu, 1, 8, 1.
- Press ▲ or ▼ to choose Set Password. Press OK.
- 3 Enter the registered four-digit password. Press OK.
- 4 Enter a four-digit number for the new password. Press OK.
- 5 If the LCD shows Verify:, re-enter the new password. Press OK.
- 6 Press Stop/Exit.

Turning memory security on/off

If you enter the wrong password when following the instructions below, the LCD will show Wrong Password. Re-enter the correct password.

Turning memory security on

- Press Menu, 1, 8, 1.
- Press A or V to choose Set Security. Press **OK**.
- 3 Enter the registered four-digit password. Press OK.

The machine goes offline and the LCD shows Secure Mode.



If there is a power failure the data will stay in memory for up to 4 days.

Turning memory security off

- Press Menu.
- Enter the registered four-digit password. Press OK. Memory Security is automatically turned

off and the LCD shows the date and time.



If you enter the wrong password, the LCD shows Wrong Password and stays offline. The machine will stay in Secure Mode until the registered password is entered.

Secure Function Lock (MFC-7840N and MFC-7840W only)

Secure Function Lock lets you restrict Public access to certain machine functions (Fax Tx, Fax Rx, Copy, Scan and Print ¹).

This feature also prevents users from changing the Default settings of the machine by limiting access to the Menu settings.

Disabling at least one function is required to turn on Secure Function Lock for the Public user.

Before using the security features you must first enter an administrator password.

Access to restricted operations can be enabled by creating a restricted user. Restricted users must enter a user password to use the machine.

Make a careful note of your password. If you forget it, please call your Brother dealer for service.

¹ Print includes PC-Fax Send as well as all print jobs.



- You can set up to 10 individual users and one Public user.
- When you set up a Public user, you can restrict one or more of the machine's functions to all users who do not have a password.
- Only administrators can set limitations and make changes for each user.
- When Print is disabled, PC print jobs will be lost without notification.
- When Secure Function Lock is on, you can only use 1.Contrast, 6.
 Polled TX Or 7. Coverpg Setup in the Fax menu.

If Fax Tx is disabled, you cannot use any function in the Fax menu.

 Polling Receive is enabled only when the both Fax Tx and Fax Rx are enabled.

Setting the password for the administrator

The password you set in these steps is for the administrator. This password is used to set up users and to turn Secure Function Lock on or off. (See Setting up restricted users on page 29 and Turning Secure Function Lock on on page 30.)

- 1 Press Menu, 1, 8, 1.
- Enter a four-digit number for the password using numbers 0-9. Press **OK**.
- Re-enter the password when the LCD shows Verify:.

 Press **OK**.
- 4 Press Stop/Exit.

Changing the password for the administrator

- 1 Press Menu, 1, 8, 1.
- Press A or ▼ to choose Set Password.
 Press OK.
- 3 Enter the registered four-digit password. Press **OK**.
- 4 Enter a four-digit number for the new password. Press **OK**.
- If the LCD shows Verify:, re-enter the new password. Press OK.
- 6 Press Stop/Exit.

Setting up the Public user

You can set up the Public user. Public users do not need to enter a password.



You must disable at least one function to turn on Secure Function Lock for Public user.

- 1 Press Menu, 1, 8, 1.
- Press ▲ or ▼ to choose Setup User. Press OK.
- 3 Enter the administrator password. Press **OK**
- 4 Press ▲ or ▼ to choose Public.
 Press OK.
- Fress ▲ or ▼ to choose Enable or Disable for Fax Tx. Press OK. After you have set Fax Tx, repeat this step for Fax Rx, Copy, Scan and Print. Press OK.

Note

You can set Print for only the Public user. If you disable Print for Public users it will also disable Print for all restricted users.

6 Press Stop/Exit.

Setting up restricted users

You can set up users with restrictions and a password.

- 1 Press Menu, 1, 8, 1.
- Press ▲ or ▼ to choose Setup User. Press OK.
- 3 Enter the administrator password. Press **OK**.
- Press ▲ or ▼ to choose User01.
 Press OK.
- Use the numeric keys to enter the user name. (See *Entering text* on page 157.) Press **OK**
- 6 Enter a four-digit password for the user. Press **OK**.
- Press ▲ or ▼ to choose Enable or Disable for Fax Tx. Press OK. After you have set Fax Tx, repeat this step for Fax Rx, Copy and Scan. Press OK.
- 8 Repeat 4 to 7 for entering each additional user and password.
- 9 Press Stop/Exit.



You cannot use the same password as another user's password.

Turning Secure Function Lock on/off

If you enter the wrong password when following the instructions below, the LCD will show Wrong Password. Re-enter the correct password.

Turning Secure Function Lock on

- Press Menu, 1, 8, 1.
- Press A or V to choose Lock Off→On. Press OK
- Enter your four-digit administrator password. Press OK.

Turning Secure Function Lock off

- Press Menu, 1, 8, 1.
- Press A or V to choose Lock On→Off. Press OK.
- 3 Enter your four-digit administrator password. Press OK

Switching Users

This setting allows a restricted user to log on the machine when Secure Function Lock is turned on.



After a restricted user has finished using the machine, it will return to the Public setting within the same time as the Mode Timer setting (Menu, 1,1). (See Mode timer on page 21. Also, you can exit from an individual user by pressing the lighted Mode key.)

Hold down Shift as you press Secure.

Change User PIN:XXXX

Enter your four-digit password. Press OK.

When Copy mode is disabled:

1 Press Copy 📵 key.

Access Denied

2 Enter your four-digit password. Press OK

When Scan mode is disabled:

1 Press **Scan 놀** key.

Access Denied

2 Enter your four-digit password. Press OK.

Setting lock

Setting Lock lets you set a password to stop other people from accidentally changing your machine settings.

Make a careful note of your password. If you forget it, please call your Brother dealer.

While Setting Lock is on, you cannot change the following settings without a password:

- Date/Time
- Station ID
- Quick Dial settings
- Mode Timer
- Paper Type
- Paper Size
- Volume
- Daylight Save
- Ecology
- LCD Contrast
- Setting Lock
- Dial Restriction
- TX Lock (MFC-7340 and MFC-7440N only)
- Memory Security (MFC-7450 only)

Setting up the password

- 1 Press Menu, 1, 8, 2.
- Enter a four-digit number for the password using numbers 0-9. Press **OK**.
- Re-enter your password when the LCD shows Verify:.

 Press **OK**
- 4 Press Stop/Exit.

Changing your setting lock password

- 1 Press Menu, 1, 8, 2.
- Press ▲ or ▼ to choose Set Password. Press OK.
- 3 Enter your four-digit password. Press **OK**.
- 4 Enter a four-digit number for the new password. Press **OK**.
- Re-enter your new password when the LCD shows Verify:.

 Press **OK**.
- 6 Press Stop/Exit.

Turning setting lock on/off

If you enter the wrong password when following the instructions below, the LCD will show Wrong Password. Re-enter the correct password.

Turning setting lock on

- 1 Press Menu, 1, 8, 2.
- Press ▲ or ▼ to choose on. Press OK.
- 3 Enter your four-digit password. Press **OK**.
- 4 Press Stop/Exit.

Turning setting lock off

- 1 Press Menu, 1, 8, 2.
- 2 Enter your four-digit password. Press **OK** twice.
- 3 Press Stop/Exit.

Restricting dialling

This feature is to prevent users from sending a fax or call to a wrong number by mistake. You can set the machine to restrict dialling by using the dial pad, One Touch and Speed Dial.

If you choose Off, the machine does not restrict the dialling method.

If you choose Enter # twice, the machine will prompt you to re-enter the number, and then if you re-enter the same number correctly, the machine will start dialling. If you re-enter the wrong number, the LCD will show an error message.

If you choose On, the machine will restrict all fax sending and outbound calls for that dialling method.

Dial pad restriction

- 1 Press Menu, 2, 6, 1.
- Press A or ▼ to choose Off, Enter # twice Of On. Press OK.
- 3 Press Stop/Exit.

One Touch restriction

- 1 Press Menu, 2, 6, 2.
- Press A or V to choose Off, Enter # twice Of On. Press OK.
- 3 Press Stop/Exit.

Speed Dial restriction

- 1 Press Menu, 2, 6, 3.
- Press A or ▼ to choose Off, Enter # twice Or On. Press OK.
- 3 Press Stop/Exit.



- The Enter # twice setting will not work
 if you lift an external handset or press the
 Hook key before entering the number.
 You will not be asked to re-enter the
 number.
- The machine cannot restrict dialling from the Redial/Pause key.
- If you chose On or Enter # twice, you cannot use the Broadcasting feature and cannot combine quick dial numbers when dialling.

Section II

Fax

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Sending a fax

How to fax

Entering fax mode

To enter fax mode press the key will glow green.



(**Fax**), and

Sending a fax from the ADF

Using the ADF to send your faxes is the easiest way. To cancel a fax in progress press **Stop/Exit**.

- 1 Make sure you are in Fax mode .
- Place your document face up in the ADF.
- Open Dial the fax number. (See How to dial on page 56.)
- 4 Press Start. The machine scans the pages into memory and then sends the document.



If the Out of Memory message appears while scanning a document into memory, press **Stop/Exit** to cancel or **Start** to send the scanned pages.

Sending a fax from the scanner glass

You can use the scanner glass to fax the pages of a book, or a single page at a time. The documents can be up to Letter or A4 size. Press **Stop/Exit** to cancel a fax in progress.

- 1 Make sure you are in Fax mode ...
- Place your document face down on the scanner glass.
- 3 Dial the fax number. (See How to dial on page 56.)
- Press Start. The machine starts scanning the first page.
- After the machine scans the page, the LCD will prompt you to choose one of the options below:

Next Page? 1.Yes 2.No(Send)

- Press 1 to send another page. Go to 6.
- Press 2 or Start to send the document. Go to 7.
- 6 Place the next page on the scanner glass, press **OK**. Repeat **6** and **6** for each additional page.

Set Next Page Then Press OK

7 Your machine will automatically send the fax.



When faxing multiple pages from the scanner glass, real time transmission should be set to off. (See *Real time transmission* on page 38.)

Cancelling a fax in progress

Press **Stop/Exit** to cancel the fax. If you press **Stop/Exit** while the machine is dialling or sending, the LCD will show

1.Clear 2.Exit, press 1 to cancel the fax

Broadcasting

Broadcasting lets you send the same fax message to more than one fax number. You can include Groups, One Touch, Speed Dial numbers and up to 50 manually dialled numbers in the same broadcast.

You can broadcast up to 258 different numbers. This will depend on how many groups, access codes or credit card numbers you have stored, and on how many delayed or stored faxes in memory.



Use the **Search/Speed Dial** to help you choose numbers easily.

- 1 Make sure you are in Fax mode 🕮
- 2 Load your document.3 Enter a number.
- Press **OK**.
 You can use either a One Touch,
 Speed Dial, a Group number, or a
 number manually entered using the dial
 pad. (See *How to dial* on page 56.)
- 4 Repeat **3** until you have entered all the fax numbers you want to broadcast to.
- 5 Press Start.

After the broadcast is finished the machine will print a broadcast report to let you know the results.

Cancelling a broadcast in progress

While broadcasting you can cancel the fax currently being sent or the whole broadcast job.

- 1 Press Menu, 2, 7.
 The LCD will display the fax being dialled (for example,
 #001 0123456789) and the broadcast job number (for example,
 Broadcast#001).
- Press ▲ or ▼ to choose the job number you want to cancel. Press OK.
- Press 1 to clear the job number or 2 to exit.
 If you chose to only cancel the fax currently being sent in ②, the machine will ask you if you want to cancel the broadcast. Press 1 to clear the whole broadcast job or 2 to exit.
- 4 Press Stop/Exit.

Additional sending operations

Sending faxes using multiple settings

Before you send a fax, you can change any combination of these settings: contrast, resolution, overseas mode, delayed fax timer, polling transmission, real time transmission or cover page settings.

> Next 1.Yes 2.No

- 2 Do one of the following:
 - To choose more settings, press 1. The LCD returns to the Setup Send menu so you can choose another setting.
 - If you have finished choosing settings, press 2 and go to the next step for sending your fax.

Electronic cover page

This feature will *not* work unless you have already programmed your Station ID. (See *the Quick Setup Guide*.)

You can automatically send a cover page with every fax. Your cover page includes your Station ID, a comment, and the name (or number) stored in the One Touch or Speed Dial memory.

By choosing Next Fax: On you can also display the number of pages on the cover page.

You can choose one of the following preset comments.

- 1.Note Off
- 2.Please Call

- 3.Urgent
- 4.Confidential

Instead of using one of the preset comments, you can enter two personal messages of your own, up to 27 characters long. Use the chart on page 157 for help entering characters.

(See Composing your own comments on page 36.)

- 5. (User Defined)
- 6. (User Defined)

Composing your own comments

You can set up two comments of your own.

- 1 Make sure you are in Fax mode 🕮.
- 2 Press Menu, 2, 2, 8.
- 3 Press ▲ or ▼ to choose 5 or 6 to store your own comment. Press OK.
- 4 Enter your own comment using the dial pad. Press OK.

Use the chart on page 157 for help entering characters.

Send a cover page for the next fax

If you want to send a cover page only for the next fax, your machine will ask you to enter the number of pages you are sending so it can be printed on the cover page.

- 1 Make sure you are in Fax mode ...
- 2 Load your document.
- 3 Press Menu, 2, 2, 7.
- 4 Press ▲ or ▼ to choose Next Fax:On (or Next Fax:Off).
 Press OK
- 5 Press ▲ or ▼ to choose a comment. Press OK.

6 Enter two digits to show the number of pages you are sending.

Press OK.

For example, enter **0**, **2** for 2 pages or **0**, **0** to leave the number of pages blank. If you make a mistake, press

◆ or Clear/Back to back up and re-enter the number of pages.

Send a cover page for all faxes

You can set the machine to send a cover page whenever you send a fax.

- 1 Make sure you are in Fax mode 🕮.
- Press Menu, 2, 2, 7.
- Press A or ▼ to choose on (or off). Press OK.
- Press ▲ or ▼ to choose a comment. Press OK.

Using a printed cover page

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

- 1 Make sure you are in Fax mode 🕮.
- Press Menu, 2, 2, 7.
- 3 Press A or V to choose Print Sample. Press OK
- 4 Press Start.
- After the machine prints a copy of your cover page, press Stop/Exit.

Contrast

For most documents the default setting of Auto will give the best results. It automatically chooses the suitable contrast for your document.

If your document is very light or dark, changing the contrast may improve the quality of the fax.

Use \mathtt{Dark} to make the faxed document lighter.

Use Light to make the faxed document darker

- 1 Make sure you are in Fax mode ...
- 2 Load your document.
- 3 Press Menu, 2, 2, 1.
- Press ▲ or ▼ to choose Auto, Light or Dark.
 Press OK



Even if you choose Light or Dark, the machine will send the fax using the Auto setting if you choose Photo as the Fax Resolution.

Changing fax resolution

The quality of a fax can be improved by changing the fax resolution. Resolution can be changed for the next fax *or* for all faxes.

To change the fax resolution for the next fax

- 1 Make sure you are in Fax mode ...
- 2 Load your document.

To change the default fax resolution

- 1 Make sure you are in Fax mode 🕮.
- 2 Press Menu, 2, 2, 2.
- 3 Press ▲ or ▼ to choose the resolution you want. Press OK



 You can choose four different resolution settings.

Standard:

Suitable for most typed documents.

Fine:

Good for small print and transmits a little slower than Standard resolution

S.Fine:

Good for small print or artwork and transmits slower than Fine resolution.

Photo:

Use when the document has varying shades of grey or is a photograph. This has the slowest transmission time.

 The time taken to send will increase when choosing S.Fine or Photo.

Dual access

You can dial a number, and start scanning the fax into memory—even when the machine is sending from memory, receiving faxes or printing PC data. The LCD will show the new job number.

The number of pages you can scan into the memory will vary depending on the data that is printed on them.



If you get an Out of Memory message while scanning the first page of a fax, press **Stop/Exit** to cancel scanning. If you get an Out of Memory message while scanning a subsequent page, you can press **Start** to send the pages scanned so far, or press **Stop/Exit** to cancel the operation.

Real time transmission

When you are sending a fax, the machine will scan the documents into the memory before sending. Then, as soon as the telephone line is free, the machine will start dialling and sending.

If the memory is full, the machine will send the document in real time (even if Real Time TX is set to Off).

Sometimes, you may want to send an important document immediately, without waiting for memory transmission. You can set Real Time TX to On for all documents or Next Fax:On for the next fax only.



In Real Time Transmission, the automatic redial feature does not work when using the scanner glass.

Sending in real time for all faxes

- 1 Make sure you are in Fax mode ...
- Press Menu, 2, 2, 5.
- Press A or ▼ to choose On. Press OK.

Sending in real time for the next fax only

- 1 Make sure you are in Fax mode ...
- Press Menu, 2, 2, 5.
- 3 Press A or V to choose Next Fax:On. Press OK

Not sending in real time for the next fax only

- 1 Make sure you are in Fax mode ...
- 2 Press Menu, 2, 2, 5.
- Press A or V to choose Next Fax:Off. Press OK.

Overseas mode

If you are having difficulty sending a fax overseas due to a bad connection, then turning on the overseas mode may help.

This is a temporary setting, and will only be active for your next fax.

- 1 Make sure you are in Fax mode 🕮.
- 2 Load your document.
- 3 Press Menu, 2, 2, 9.
- Press A or ▼ to choose on or off.
 Press OK

Delayed fax

You can store up to 50 faxes in the memory to be sent within a twenty four hour period.

- 1 Make sure you are in Fax mode 🕮.
- 2 Load your document.
- 3 Press Menu, 2, 2, 3.
- 4 Enter the time you want the fax to be sent (in 24-hour format).

 (For example, enter 19:45 for 7:45 PM)
 Press **OK**



The number of pages you can scan into the memory depends on the amount of data printed on each page.

Delayed batch transmission

Before sending the delayed faxes, your machine will help you economize by sorting all the faxes in the memory by destination and scheduled time.

All delayed faxes that are scheduled to be sent at the same time to the same fax number will be sent as one fax to save transmission time

- 1 Make sure you are in Fax mode ...
- 2 Press Menu, 2, 2, 4.
- Press ▲ or ▼ to choose on or off.
 Press OK.
- 4 Press Stop/Exit.

Checking and cancelling waiting jobs

Check which jobs are still waiting in the memory to be sent. If there are no jobs, the LCD will show ${\tt No\ Jobs\ Waiting}$. You can cancel a fax job that is stored and waiting in the memory.

- Press Menu, 2, 7. The number of jobs still to be sent will be displayed.
- 2 Do one of the following:
 - Press A or V to scroll though the waiting jobs, press OK to choose a job, and then press 1 to cancel it.
 - Press 2 to exit without cancelling.
- When you have finished, press Stop/Exit.

Sending a fax manually

Manual transmission

Manual transmission lets you hear the dialling, ringing and fax-receiving tones while sending a fax.

- 1 Make sure you are in Fax mode .
- 2 Load your document.
- Press Hook and listen for a dial tone. Or pick up the handset of an external telephone and listen for a dial tone.
- 4 Dial the fax number you want to call.
- When you hear the fax tone, press Start.
 - If you are using the scanner glass, press 1 to send a fax.
- 6 If you picked up the handset of an external telephone, replace it.

Out of memory message

If you get an Out of Memory message while scanning the first page of a fax, press **Stop/Exit** to cancel the fax.

If you get an Out of Memory message while scanning a subsequent page, you will have the option to press **Start** to send the pages scanned so far, or to press **Stop/Exit** to cancel the operation.



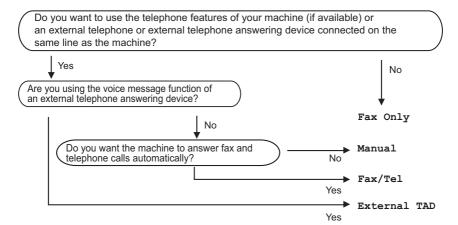
- If you get an Out of Memory message while faxing and you do not want to delete your stored faxes to clear the memory, you can send the fax in real time. (See Real time transmission on page 38.)
- To make extra memory available, you can do the following:
 - Print the faxes that are in the memory. (See Printing a fax from the memory on page 45.)
 - Turn off Fax storage. (See Turning off remote fax options on page 63.)

Receiving a fax

Receive modes

You must choose a receive mode depending on the external devices and telephone services you have on your line. The diagrams below will help you choose the correct mode. (For more detailed information about the receive modes, see *Using receive modes* on page 42.)

Choosing the receive mode



To set the receive mode follow the instructions below.

- 1 Press Menu, 0, 1.
- Press ▲ or ▼ to choose the receive mode. Press **OK**.
- 3 Press Stop/Exit.

The LCD will display the current receive mode.

Using receive modes

Some receive modes answer faxes automatically (Fax Only and Fax/Tel). You may want to change the ring delay before using these modes. (See *Ring delay* on page 43.)

Fax Only

Fax Only mode will automatically answer every call as a fax.

Fax/Tel

Fax/Tel mode helps you automatically manage incoming calls, by recognising whether they are fax or voice calls and dealing with them in one of the following ways:

- Faxes will be automatically received.
- Voice calls will start the F/T ring to tell you to pick up the line. The F/T ring is a fast double ring made by your machine.
- Use this mode if you receive few voice calls.

(Also see *F/T ring time (Fax/Tel mode only)* on page 43 and *Ring delay* on page 43.)

Manual

Manual mode turns off all automatic answering functions unless you are using the Distinctive Ring ¹ feature.

Fax Ability in New Zealand.

To receive a fax in Manual mode press **Start** when you hear fax tones (short repeating beeps). You can also use the Fax Detect feature to receive faxes by lifting a handset on the same line as the machine.

(Also see Fax Detect on page 43.)

If you use a computer modem on the same line, Faxing will not operate correctly.

External TAD

External TAD mode lets an external answering device manage your incoming calls. Incoming calls will be dealt with in the following ways:

- Faxes will be automatically received.
- Voice callers can record a message on the external TAD.

(For more information see Connecting an external TAD on page 52.)

Receive mode settings

Ring delay

The ring delay sets the number of times the machine rings before it answers in Fax Only and Fax/Tel modes.

If you have external or extension telephones on the same line as the machine choose the maximum number of rings. (See *Operation from extension telephones* on page 54 and *Fax Detect* on page 43.)

- 1 Make sure you are in Fax mode 📠.
- Press Menu, 2, 1, 1.
- 3 Press ▲ or ▼ to choose how many times the line rings before the machine answers (02-10 for Australia, 01-10 for New Zealand, 00-10 for some countries). Press OK.
- 4 Press Stop/Exit.

F/T ring time (Fax/Tel mode only)

When somebody calls your machine, you and your caller will hear the normal telephone ring sound. The number of rings is set by the ring delay setting.

If the call is a fax, then your machine will receive it; however, if it is a voice call the machine will sound the F/T ring (a fast double-ring) for the time you have set in the F/T ring time setting. If you hear the F/T ring it means that you have a voice caller on the line.

Because the F/T ring is made by the machine, extension and external telephones will *not* ring; however, you can still answer the call on any telephone. (For more information see *Using remote codes* on page 55.)

1 Make sure you are in Fax mode 📠.

- 2 Press Menu, 2, 1, 2.
- 3 Press ▲ or ▼ to choose how long the machine will ring to alert you that you have a voice call (20, 30, 40 or 70 seconds for Australia and some countries, 20, 30, 40 or 55 seconds for New Zealand).

 Press OK.
- 4 Press Stop/Exit.

Fax Detect

Turning Fax Detect on (default setting) allows the machine to receive fax calls automatically if you lift any handset on the same line as the machine.

When you see Receiving on the LCD or when you hear 'chirps' through the handset you are using, just replace the handset and your machine will receive the fax.

If this feature is set to On, but your machine does not connect a fax call when you lift the handset of an extension or external telephone, press *51 (*91 for New Zealand) on the external or extension phone. (See *Operation from extension telephones* on page 54.)



- You need to turn the Remote Codes setting to on to use the Remote Activation code *51 (*91 for New Zealand). (See Using remote codes on page 55.)
- If you use a modem, or send faxes from a computer, on the same line and your machine intercepts them, set fax detect to Off.
- We do not recommend having a PC plus fax machine on the same line
- 1 Make sure you are in Fax mode 🖼 .
- Press Menu, 2, 1, 3.
- 3 Press A or V to choose on or off. Press OK.
- 4 Press Stop/Exit.

Setting the print density

You can adjust the print density to make your printed pages darker or lighter.

- 1 Make sure you are in Fax mode 📠.
- Press Menu, 2, 1, 7.
- 3 Press ▲ to make the print darker. Or, press ▼ to make the print lighter. Press OK.
- 4 Press Stop/Exit.

Additional receiving operations

Printing a reduced incoming fax

If you choose On, the machine automatically reduces each page of an incoming fax to fit on one page of A4 or Letter (Legal or Folio for Asia) size paper.

The machine calculates the reduction ratio by using the page size of the fax and your Paper Size setting (**Menu**, **1**, **3**).

- 1 Make sure you are in Fax mode 📠.
- 2 Press Menu, 2, 1, 5.
- 3 Press ▲ or ▼ to choose on or off.
 Press OK.
- 4 Press Stop/Exit.

Setting the fax receive stamp

You can set the machine to print the received date and time in the top centre of each received fax page.

- 1 Make sure you are in Fax mode 📾.
- 2 Press Menu, 2, 1, 9.
- Press ▲ or ▼ to choose on or off.
 Press OK.
- 4 Press Stop/Exit.



Make sure you have set the current date and time in the machine.

Receiving faxes into memory

As soon as the paper tray becomes empty during fax reception, the screen will display No Paper, asking you to put paper in the paper tray. (See *Loading paper and print media* on page 9.) If you are unable to put paper in the paper tray the following will happen:

If Memory Receive is On:

The machine will carry on receiving the fax, with the remaining pages being stored in memory, if enough memory is available. Further incoming faxes will also be stored into memory until the memory is full. When the memory is full the machine will stop automatically answering calls. To print the faxes, put fresh paper in the tray.

If Memory Receive is Off:

The machine will carry on receiving the current fax, with the remaining pages being stored in memory, if enough memory is available. Further incoming faxes will not be stored in memory. The machine will then stop automatically answering calls until fresh paper is put in the paper tray. To print the last fax you received, put fresh paper in the tray.

- Press Menu, 2, 1, 6.
- 3 Use ▲ or ▼ to choose on or off. Press OK.
- 4 Press Stop/Exit.

Printing a fax from the memory

If you are using the Fax Storage feature (**Menu**, **2**, **5**, **1**), you can still print a fax from the memory when you are at your machine. See *Fax storage* on page 61.

- 1 Press Menu, 2, 5, 3.
- 2 Press Start.
- 3 Press Stop/Exit.

Telephone and external devices

Telephone line services

Features like Voice Mail, Call Waiting, Call Waiting/Caller ID, RingMaster, answering services, alarm systems or other custom features on one telephone line may create problems with the operation of your machine.

Do you have Voice Mail?

If you have Voice Mail on the telephone line that you will install your new Machine on, there is a strong possibility that Voice Mail and the Machine will conflict with each other while receiving incoming calls. However, the Distinctive Ring feature allows you to use more than one number on your line, so both Voice Mail and the Machine can work together without any problems. If each one has a separate telephone number, neither will interfere with the other's operations.

If you decide to get the Distinctive Ring service from the telephone company, you will need to follow the directions to 'register' the new Distinctive Ring pattern they give you. This is so your Machine can recognize its incoming calls.

Telephone Service for Australia

Telstra[®] FaxStream[®] Duet[®] (Distinctive Ringing)

Telstra® FaxStream® Duet® is an enhanced Public Switched Telephone Service (PSTS) offered by Telstra® that allows you to have an additional number on one telephone line, with its own distinctive ring pattern. Telstra® FaxStream® Duet® is a call handling feature that helps users distinguish voice and facsimile calls. With FaxStream® Duet®, incoming calls to a fax number are announced by a different, distinctive ring signal. Only one call can be answered (or made) at any one time and while this call is in progress, incoming calls to either number will be presented with a busy tone.

Your machine has a Distinctive Ringing function, allowing you to dedicate one telephone number just for receiving faxes.



After you have set the Distinctive Ring feature to On, the receive mode is set to Manual automatically. Your Distinctive Ring Number does not allow Voice Callsonly Faxes. You cannot change the receive mode from Manual mode while the Distinctive Ring is set to on.

What is the Advantage of using Telstra[®] FaxStream[®] Duet[®] Function?

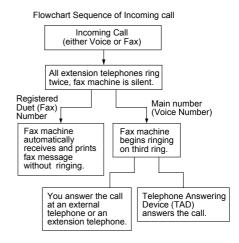
Using Telstra® FaxStream® Duet® is the most efficient way to receive both fax and telephone calls on the same line. When the voice call comes in, all telephones (extension and external) and the fax machine will ring to alert you to pick it up. If a fax call comes in, the fax machine will answer automatically without ringing, whereas the extension and external telephones will ring twice with a distinctive ring pattern. It is also a more efficient way of operating a Fax machine with an extension telephone as you do not have to use the remote activation codes. It gives you two independent numbers without the higher cost of a second line

How does Telstra[®] FaxStream[®] Duet[®] Work?

Incoming calls to the voice number, will have the standard ring pattern of long, long tone, followed by a pause, repeated, while the new fax number will have a different ring pattern of three short bursts of ring, repeated at regular intervals.

When FaxStream[®] Duet[®] is on and you receive a voice call all extension and external telephones will ring with a standard ring pattern. The fax machine will ring on the third ring with a standard ring pattern. All external and the extension telephones will continue to ring, until you or a telephone answering device can answer the voice number.

When FaxStream® Duet® is on and you receive a fax call on the Duet® number the Fax machine will answer and automatically receive the fax message without ringing. On the other hand, all extension and external telephones will ring twice with a distinctive ring pattern. Do not answer the telephone as you are receiving a fax message.



Set the Distinctive Ring to ON Very important!

After you have set the Distinctive Ring feature to ON, the receive mode is set to Manual automatically. Your Distinctive Ring Number does not allow Voice Calls - only Faxes. You cannot change the receive mode to another mode while the Distinctive Ring is set to on.

- 1 Press Menu, 2, 0, 2.
- Press ▲ or ▼ to choose on.
- 3 Press OK.
- Press Stop/Exit. Distinctive Ring is now set to on.

Turning off Distinctive Ring

- 1 Press Menu, 2, 0, 2.
- 2 Press ▲ or ▼ to choose off.
- 3 Press OK.
- 4 Press Stop/Exit.



If you turn off Distinctive Ring, the machine will stay in Manual receive mode. You will need to set the Receive Mode again. (See *Choosing the receive mode* on page 41.)

Telephone Service for New Zealand

FaxAbility

FaxAbility is a service offered by Telecom that allows you to have an additional number on one telephone line, with its own distinctive ring pattern. This way, when you get an incoming call, you can identify the number being called by its ring.

How Will the Fax Machine Treat All Other Numbers?

FaxAbility mode ensures that the machine will answer calls to the FaxAbility (secondary) number. When a call comes in to your main number, all the telephones will ring. You can set an external answering device (TAD) to answer calls on the other number(s). (See the chart in the following page.)

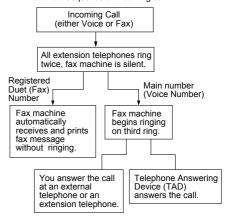
What is the Advantage of Using the FaxAbility Function?

Using FaxAbility is the most efficient way to receive both fax and telephone calls on the same line. It is much easier for your callers who dial manually. The fax machine will answer with receiving tones so they will not have to press an activation code. And the people who call to talk on your main number will not have to talk to your fax machine. Basically, it gives you two independent numbers without the higher cost of a second line

How Does FaxAbility Work?

Your telephone number will have the standard ring pattern of long, long tone, while the new number will have a ring pattern of long, silence, long, etc. When FaxAbility is on, you will not hear the first ring of all incoming calls on the fax machine. Extension telephones will ring as usual. If the fax machine recognizes the ring pattern, all ringing will stop and the fax machine will answer and automatically receive the fax message. Otherwise, you will hear the extension telephones and the fax machine continue to ring. The fax machine always listens to the ring pattern before it answers, so do not pick up the telephone during that time. You will guickly learn to recognize the ring pattern for faxes, so you will not be tempted to answer that number. Either you or a telephone answering device can answer the main number(s).

Flowchart Sequence of Incoming call





After you have set the FaxAbility feature to on, the receive mode is set to Manual automatically. Unless you have a TAD or Voice Mail set up on the FaxAbility number, Manual mode means you must answer all the call yourself. You can not change the receive mode to the other mode while the FaxAbility is set to on.

How to Turn FaxAbility OFF or ON

The FaxAbility function is designed to accommodate the FaxAbility service provided by Telecom. To change the setting, repeat Steps 1-3; Step 2 is where you can choose either On or Off.

Call Waiting beeps caused by incoming calls on your main number can affect fax transmissions. If you have FaxAbility Service but don't have Call Waiting, you need do nothing at this stage. If you do have Call Waiting as well as FaxAbility, set the Call Waiting menu option to On. See below.

- 1 Press Menu, 2, 0, 2.
- Press A or ▼ to set FaxAbility to on or off.

If you have FaxAbility service, choose On.

Press OK.

- 3 Press ▲ or ▼ to set Call Waiting to On or Off. If you have Call Waiting service, choose On to avoid the trouble caused by Call Waiting. Press OK.
- 4 Press Stop/Exit.

Telephone Service for Some Countries

Distinctive Ringing (For Singapore and Hong Kong)

This machine feature lets you use the Distinctive Ringing subscriber service offered by some telephone companies, which allows you to have several telephone numbers on one telephone line. Each telephone number has its own Distinctive Ringing pattern, so you will know which telephone number is ringing. This is one way you can have a separate telephone number for your machine.

Your machine has a Distinctive Ringing function, allowing you to dedicate one telephone number just for receiving faxes. You will need to set Distinctive Ringing to on.



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

 The machine will answer only calls to the Distinctive Ringing number.



After you have set the Distinctive Ring feature to On, the receive mode is set to Manual automatically. Unless you have a TAD or Voice Mail set up on the Distinctive Ring number, Manual mode means you must answer all the call yourself. You can not change the receive mode to the other mode while the Distinctive Ring is set to

Registering the Distinctive Ring pattern

Very important!

After you have set the Distinctive Ring feature to ON, the receive mode is set to Manual automatically. Unless you have a TAD or Voice Mail set up on the Distinctive Ring number, Manual mode means you must answer all the calls yourself. You can not change the receive mode to another mode while the Distinctive Ring is set to on.

- 1 Press Menu, 2, 0, 2.
- Press ▲ or ▼ to choose on.
- 3 Press OK.
- 4 Press **Stop/Exit**. Distinctive Ring is now set to on.

Turning off Distinctive Ring

- 1 Press Menu, 2, 0, 2.
- Press ▲ or ▼ to choose off.
- 3 Press OK.
- 4 Press Stop/Exit.



If you turn off Distinctive Ring, the machine will stay in Manual receive mode. You will need to set the Receive Mode again. (See *Choosing the receive mode* on page 41.)

Caller ID

The Caller ID feature lets you use the Caller ID subscriber service offered by many local telephone companies. Call your telephone company for details. This service shows the telephone number, or name if it is available, of your caller as the line rings.

After a few rings, the LCD will show the telephone number of your caller (and name, if available). Once you answer a call, the Caller ID information disappears from the LCD, but the call information stays stored in the Caller ID memory.

- You will see the number (or name) on the LCD.
- The ID Unknown message means the call originated outside your Caller ID service area.
- The ID Withheld message means the caller has intentionally blocked transmission of information.

You can print a list of the Caller ID information received by your machine. (See *Printing the Caller ID List* on page 52.)



The Caller ID service varies with different carriers. Call your local telephone company to find out about the kind of service available in your area.

Viewing the Caller ID List

Your machine stores information for the last thirty calls in the Caller ID list. You can view or print this list. When the thirty-first call comes in to the machine, it replaces information about the first call.

- 1 Press Menu, 2, 0, 3.
- Press ▲ or ▼ to choose Display#.

 Press OK.

 The Caller ID of the last call will appear on the display. If no ID is stored, the

on the display. If no ID is stored, the beeper will sound and No Caller ID will appear on the display.

- 3 Press ▲ or ▼ to scroll through the Caller ID memory to choose the Caller ID you want to view, and then press OK. The LCD will show the caller's number and the date and time of the call.
- 4 To finish viewing, press Stop/Exit.

Printing the Caller ID List

- 1 Press Menu. 2. 0. 3.
- Press ▲ or ▼ to choose Print Report. Press OK. If no ID is stored, the beeper will sound

If no ID is stored, the beeper will sound and No Caller ID will appear on the LCD.

- 3 Press Start.
- 4 After printing has finished, press **Stop/Exit**.

Connecting an external TAD

You can connect an external Telephone Answering Device (TAD) to the same line as your machine. When the TAD answers a call, your machine will "listen" for the CNG (fax calling) tones sent by a sending fax machine. If it hears them it will take over the call and receive the fax. If it does not hear them, it will let your TAD take a voice message and the display will show Telephone.

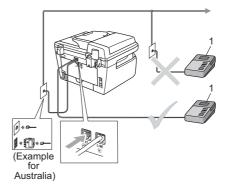
The external TAD must answer within four rings (we recommend you set it to two rings). This is because your machine cannot hear the CNG tones until the external TAD has picked up the call. The sending machine will send CNG tones for only eight to ten seconds longer. We do not recommend using the toll saver feature on your external TAD if it needs more than four rings to activate it.



If you have problems receiving faxes, reduce the ring delay setting on your external TAD to one or two rings.

Connections

The external TAD must be connected as shown in the illustration below.



1 TAD

- 1 Set your external TAD to one or two rings. (The machine's Ring Delay setting does not apply.)
- Record the outgoing message on your external TAD.
- 3 Set the TAD to answer calls.
- 4 Set the Receive Mode to
 External TAD. (See Receive modes
 on page 41.)

Recording an outgoing message (OGM)

- 1 Record 5 seconds of silence at the beginning of your message. This allows your machine time to listen for fax tones.
- 2 Limit your speaking to 20 seconds.
- 3 End your 20-second message by giving your Remote Activation code for people sending manual faxes. For example: "After the beep, leave a message or send a fax by pressing *51 (*91 for New Zealand) and Start."

Note

- You need to turn the Remote Codes setting to on to use the Remote Activation code *51 (*91 for New Zealand). (See Using remote codes on page 55.)
- We recommend beginning your OGM with an initial 5 second silence because the machine cannot hear fax tones over a loud voice. You may try leaving out this pause, but if your machine has trouble receiving faxes, then you should re-record the OGM to include it.

Multi-Line connections (PABX)

Most offices use a central telephone system.

Brother recommends that all our Fax/MFC machines be connected to a discreet (dedicated) line. Although a particular PABX may appear to work with a particular model of fax machine, we cannot guarantee that the unit will operate correctly.

While it is often relatively simple to connect a fax machine to a PABX, (Private Automatic Branch Exchange), we suggest that you contact the company that installed your telephone system and ask them to connect the fax machine for you.

Brother does not recommend the use of a PABX line. PABX limitations in general can cause some functions of the fax machine not to work correctly.

External and extension telephones



You need to turn the Remote Codes setting to on to use the Remote Activation code *51 (*91 for New Zealand) and Remote Deactivation code #51 (#91 for New Zealand) . (See *Using remote codes* on page 55.)

Operation from extension telephones

If you answer a fax call on an extension telephone, or an external telephone that is correctly connected to the machine into the correct socket on the machine, you can make your machine take the call by using the Remote Activation code. When you press the Remote Activation code *51 (*91 for New Zealand) the machine starts to receive the fax.

If you answer a call and no one is on the line:

You should assume that you're receiving a manual fax.

Press *51 (*91 for New Zealand) and wait for the chirp or until the machine's LCD shows Receiving, and then hang up.



You can also use the Fax Detect feature to make your machine tactically take the call. (See Fax Detect on page 43.)

For Fax/Tel mode only

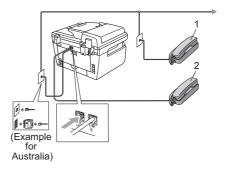
When the machine is in Fax/Tel mode, it will use the F/T Ring Time (pseudo/double-ringing) to alert you to pick up a voice call.

Lift the external telephone's handset, and then press **Hook** to answer.

If you are at an extension telephone, you will need to lift the handset during the F/T Ring Time and then press **#51** (**#91** for New Zealand) between the pseudo/double rings. If no one is on the line, or if someone wants to send you a fax, send the call back to the machine by pressing ***51** (***91** for New Zealand).

Connecting an external or extension telephone

You can connect a separate telephone directly to your machine as shown in the diagram below.



- 1 Extension telephone
- 2 External telephone

When you are using an external telephone, the LCD shows Telephone.

Using a non-Brother cordless external handset

If your non-Brother cordless telephone is connected to the telephone line cord (see page 54) and you typically carry the cordless handset elsewhere, it is easier to answer calls during the Ring Delay.

If you let the machine answer first, you will have to go to the machine so you can press **Hook** to transfer the call to the cordless handset.



- If you are always disconnected when accessing your external TAD remotely, try changing the Fax Receive Code and Telephone Answer Code to another threedigit code using the numbers 0-9, *, #.
- Remote Codes might not work with some telephone systems.
- Not all brands of cordless telephones are compatible for use with your machine.

Using remote codes

Remote Activation code

If you answer a fax call on an extension or external telephone, you can tell your machine to receive it by pressing the Remote Activation code *51 (*91 for New Zealand). Wait for the chirping sounds then replace the handset. (See Fax Detect on page 43.) Your caller will have to press start to send the fax.

Remote Deactivation code

If you receive a voice call and the machine is in F/T mode, it will start to sound the F/T (double-ring) after the initial ring delay. If you pick up the call on an extension telephone you can turn the F/T ring off by pressing #51 (#91 for New Zealand) (make sure you press this between the rings).

Turning on the remote codes

You need to turn the Remote Codes setting to on to use the Remote Activation code and Remote Deactivation code.

- 1 Make sure you are in Fax mode 🕮.
- 2 Press Menu 2, 1, 4.
- 3 Press ▲ or ▼ to choose on.
- 4 If you do not want to change the Remote Activation code, press **OK**.
- 5 If you do not want to change the Remote Deactivation code, press **OK**.
- 6 Press Stop/Exit.

Changing the remote codes

The preset Remote Activation code is *51 (*91 for New Zealand) . The preset Remote Deactivation code is #51 (#91 for New Zealand). If you are always disconnected when accessing your external TAD, try changing the three-digit remote codes, for example ### and 555.

- 1 Make sure you are in Fax mode 🕮.
- Press Menu 2. 1. 4.
- 3 Press ▲ or ▼ to choose on (or off).
 Press OK.
- 4 If you chose On in **3**, enter the new Remote Activation code. Press **OK**.
- Enter the new Remote Deactivation code.
 Press **OK**.
- 6 Press Stop/Exit.

Dialling and storing numbers

How to dial

You can dial in any of the following ways.

Manual dialling

Use the dial pad to enter all the digits of the telephone or fax number.



One touch dialling

Press the One Touch key that stores the number you want to call. (See *Storing one touch dial numbers* on page 57.)



To dial One Touch numbers 5 to 8, hold down **Shift** as you press the One Touch key.

Speed dialling

Press **Search/Speed Dial**, and then the three digit Speed Dial number. (See *Storing speed dial numbers* on page 58.)





If the LCD shows Not Registered when you enter a One Touch or a Speed Dial number, it means that a number is not stored there.

Search

You can search alphabetically for names you have stored in the One Touch and Speed Dial memories. (See Storing one touch dial numbers on page 57 and Storing speed dial numbers on page 58.)

- 1 Press Search/Speed Dial.
- 2 Press ▼.
- 3 Press the dial pad key for the first few letters of the name. (Use the chart on *Entering text* on page 157 to help you enter letters.)

 Press **OK**
- 4 Press ▲ or ▼ to scroll until you find the name you are looking for. Press OK.
- 5 Press Start.



If you do not enter a letter and press OK in
 ③, all registered names will appear. Press
 ▲ or ▼ to scroll until you find the name you are looking for.

 If the LCD shows No Contact Found when you enter the first few letters of the name, it means that a name for the letter is not stored

Fax redial

If you are sending a fax automatically and the line is busy, the machine will automatically redial up to three times at five minute intervals.

If you are sending a fax manually and the line is busy, press **Redial/Pause**, wait for the other fax machine to answer, and then press **Start** to try again. If you want to make a second call to the last number dialled, you can save time by pressing **Redial/Pause** and **Start**.

Redial/Pause only works if you dialled from the control panel.

Storing numbers

You can set up your machine to do the following types of easy dialling: One Touch, Speed Dial and Groups for Broadcasting faxes. You can also specify the default resolution for each One Touch and Speed Dial number. When you dial a quick dial number, the LCD shows the name, if you stored it, or the number. A scan profile can also be stored along with the fax number.

If you lose electrical power, the quick dial numbers stored in the memory will not be lost because they are stored permanently.

A scan profile is the resolution and other scan settings that you choose when you store a number.

Storing a pause

Press **Redial/Pause** to insert a 3.5-second pause between numbers. You can press **Redial/Pause** as many times as needed to increase the length of the pause.

Storing one touch dial numbers

Your machine has 4 One Touch keys where you can store 8 fax or telephone numbers for automatic dialling. To access numbers 5 to 8, hold down **Shift** as you press the One Touch key.



- 1 Press Menu, 2, 3, 1.
- 2 Press the One Touch key where you want to store a number

- 3 Enter the number (up to 20 characters). Press **OK**.
- 4 Do one of the following:
 - Enter the name using the dial pad (up to 15 characters). Press OK.
 - Press **OK** to store the number without a name.
- (MFC-7440N, MFC-7840N and MFC-7840W only) Do one of the following:
 - If you want to save a fax resolution along with the number, press ▲ or ▼ to choose Std, Fine, S.Fine or Photo.

Press OK.

- Press OK if you do not want to change the default resolution.
- 6 Do one of the following:
 - To store another One Touch number go to 2.
 - To finish storing One Touch numbers press **Stop/Exit**.

Storing speed dial numbers

You can store your frequently used numbers as Speed Dial numbers, so that when you dial you will only have to press a few keys (Search/Speed Dial, the three-digit number and Start). The machine can store 200 Speed Dial numbers (001 - 200).

- 1 Press Menu, 2, 3, 2.
- Use the dial pad to enter a three-digit Speed Dial location number (001-200). Press **OK**.
- 3 Enter the number (up to 20 characters). Press **OK**
- 4 Do one of the following:
 - Enter the name using the dial pad (up to 15 characters). Press OK.
 - Press OK to store the number without a name

(MFC-7440N, MFC-7840N and MFC-7840W only)

Do one of the following:

If you want to save a fax resolution along with the number, press ▲ or ▼ to choose Std, Fine, S.Fine or Photo.

Press **OK**.

- Press **OK** if you do not want to change the default resolution.
- 6 Do one of the following:
 - To store another Speed Dial number go to ②.
 - To finish storing Speed Dial numbers press Stop/Exit.



When you do a broadcast and you have saved a scan profile along with the number, the scan profile of the One Touch, Speed Dial or Group number you chose first will be applied to the broadcast.

Changing one touch and speed dial numbers

If you try to store a One Touch or Speed Dial number over an existing number, the LCD will show the name or number already stored there. If your machine has a scheduled job or you have set a fax forwarding number, the LCD will ask you if you want to change the number.

- Do one of the following:
 - To change the stored number, press **1**.
 - To exit without making a change, press 2.

#005:MIKE 1.Change 2.Exit

2 Enter a new number or character. Press **OK**.

3 Press ◀or ▶ to position the cursor under the character you want to change, and then press Clear/Back to delete it. Repeat for each character you want to delete

Setting up groups for broadcasting

If you often want to send the same fax message to many fax numbers you can set up a group.

Groups are stored on a One Touch key or a Speed Dial number. Each group uses up a One Touch key or a Speed Dial location. You can then send the fax message to all the numbers stored in a group just by pressing a One Touch key or entering a Speed Dial number, and then pressing **Start**.

Before you can add numbers to a group, you need to store them as One Touch or Speed Dial numbers. You can have up to 8 small groups, or you can assign up to 207 numbers to one large group.

- 1 Press Menu, 2, 3, 3.
- Choose an empty location where you want to store the group in one of the following ways:
 - Press a One Touch key.
 - Press Search/Speed Dial and then enter the three-digit Speed Dial location.

Press OK.



Please choose a One Touch key or a Speed Dial number that has not been used to store a number.

3 Use the dial pad to enter a group number (01 to 08).
Press **OK**.

- 4 To add One Touch or Speed Dial numbers follow the instructions below:
 - For One Touch numbers, press the One Touch keys one after the other.
 - For Speed Dial numbers, press
 Search/Speed Dial, and then enter the three-digit Speed Dial location.

The LCD will display your chosen One Touch numbers with a * and Speed Dial numbers with a # (for example *006, #009).

- 5 Press **OK** when you have finished adding numbers.
- 6 Do one of the following:
 - Enter the name using the dial pad (up to 15 characters). Use the chart on Entering text on page 157 to help you enter letters.

Press OK.

- Press **OK** to store the group without a name.
- (MFC-7440N, MFC-7840N and MFC-7840W only) Do one of the following:
 - If you want to save a fax resolution along with the number, press ▲ or ▼ to choose Std, Fine, S.Fine or Photo.

Press OK.

- Press OK if you do not want to change the default resolution.
- 8 Do one of the following:
 - To store another group for broadcasting, press **OK**. Go to ②.
 - To finish storing groups for broadcasting, press Stop/Exit.



You can easily print a list of all your Speed Dial numbers. Numbers that are part of a group will be marked in the Group column. (See *Reports* on page 71)

Combining quick dial numbers

You can combine more than one Quick Dial number when you dial. This feature may be useful if you need to dial an access code for a cheaper rate from another long distance carrier.

For example, you might have stored '555' on Speed Dial #003 and '7000' on Speed Dial #002. You can use them both to dial '555-7000' if you press the following keys:

Press Search/Speed Dial, 003. Press Search/Speed Dial, 002 and Start.

Numbers can be added manually by entering them on the dial pad:

Press **Search/Speed Dial**, **003**, **7001** (on the dial pad), and **Start**.

This would dial '555–7001'. You can also add a pause by pressing the **Redial/Pause** key.

Tone or pulse (not available in New Zealand)

If you have a Pulse dialling service, but need to send Tone signals (for example, for telephone banking), follow the instructions below. If you have Touch Tone service, you will not need this feature to send tone signals.



Press Hook.



Press # on the machine's control panel. Any digits dialled after this will send tone signals.

When you hang up, the machine will return to the Pulse dialling service.

9

Remote fax options

Remote fax options let you receive faxes while you are away from the machine.

You can use *only one* remote fax option at a time.

Fax forwarding

The fax forwarding feature lets you automatically forward your received faxes to another machine. If you choose Backup Print On, the machine will also print the fax.

- 1 Press Menu, 2, 5, 1.
- Press A or ▼ to choose Fax Forward. Press OK. The LCD will ask you to enter the fax

number you want your faxes to be forwarded to.

- 3 Enter the forwarding number (up to 20 digits).
 Press **OK**.
- Press A or ▼ to choose On or Off. Press OK.

Backup Print On

5 Press Stop/Exit.



If you choose Backup print On, the machine will also print the fax at your machine so you will have a copy. This is a safety feature in case there is a power failure before the fax is forwarded or a problem at the receiving machine. The MFC-7450, MFC-7840N and MFC-7840W can store faxes to up to 4 days if there is a power failure. The faxes stored in the MFC-7340 and MFC-7440N memory will be deleted.

Fax storage

The fax storage feature lets you store your received faxes in the machine's memory. You can retrieve stored fax messages from a fax machine at another location using the remote retrieval commands, see *Retrieving fax messages* on page 65. Your machine will automatically print a copy of the stored fax.

- 1 Press Menu, 2, 5, 1
- Press ▲ or ▼ to choose Fax Storage. Press OK.
- 3 Press Stop/Exit.

PC fax receive

If you turn on the PC Fax Receive feature your MFC will store received faxes in memory and send them to your PC automatically. You can then use your PC to view and store these faxes

Even if you have turned off your PC (at night or on the weekend, for example), your MFC will receive and store your faxes in its memory. The LCD will show the number of stored faxes received, for example:

PC Fax Msg:001

When you start your PC and the PC Fax Receiving software runs, your MFC transfers your faxes to your PC automatically.

To transfer the received faxes to your PC you must have the PC-FAX Receiving software running on your PC. (For details, see *PC-FAX receiving* in the Software User's Guide on the CD-ROM.)

- 1 Press Menu, 2, 5, 1.
- Press A or ▼ to choose
 PC Fax Receive.
 Press OK.
- 3 Press ▲ or ▼ to choose <USB> or your computer name if the machine is connected to a network.

Select **∆V** or OK <USB>

Press OK

4 Press ▲ or ▼ to choose on or off.

Backup Print Off

Press OK.

5 Press Stop/Exit.



- Before you can set up PC Fax Receive you must install the MFL-Pro Suite software on your PC. Make sure your PC is connected and turned on. (For details see PC-FAX Receiving in the Software User's Guide on the CD-ROM.)
- If your machine has a problem and is unable to print faxes in memory, you can use this setting to transfer your faxes to a PC. (For details, see Error and maintenance messages on page 114.)
- If you choose Backup Print On, the machine will also print the fax at your machine so you will have a copy. This is a safety feature in case if there is a power failure before the fax is forwarded or a problem at the receiving machine. The MFC-7450, MFC-7840N and MFC-7840W can store faxes to up to 4 days if there is a power failure. The faxes stored in the MFC-7340 and MFC-7440N memory will be deleted.
- PC Fax Receive is not supported in Mac OS. (See PC Fax receiving in the Software User's Guide on the CD-ROM)

Changing remote fax options

If received faxes are left in your machine's memory when you change to another remote fax option, the LCD will ask you the following message:

Erase All Doc?

or

Print All Fax? 1.Yes 2.No

- If you press 1, faxes in the memory will be erased or printed before the setting changes. If a backup copy has already been printed it will not be printed again.
- If you press 2, faxes in the memory will not be erased or printed and the setting will be unchanged.

If received faxes are left in the machine's memory when you change to PC Fax Receive from another remote fax

option (Fax Forward or Fax Storage), the LCD will ask you the following message:

Send Fax to PC? 1.Yes 2.No

- If you press 1, faxes in the memory will be sent to your PC before the setting changes.
- If you press 2, faxes in the memory will not be erased or transferred to your PC and the setting will be unchanged.



If you choose Backup Print On, the machine will also print the fax at your machine so you will have a copy. This is a safety feature in case there is a power failure before the fax is forwarded or a problem at the receiving machine. The MFC-7450, MFC-7840N and MFC-7840W can store faxes to up to 4 days if there is a power failure. The faxes stored in the MFC-7340 and MFC-7440N memory will be deleted.

Turning off remote fax options

- 1 Press Menu, 2, 5, 1.
- Press A or ▼ to choose off. Press OK.



The LCD will give you options if there are received faxes still in your machine's memory. (See *Changing remote fax options* on page 63.)

3 Press Stop/Exit.

Remote retrieval

The remote retrieval feature lets you retrieve your stored fax messages when you are not at the machine. You can call your machine from any touch tone phone or fax machine, then use the Remote Access Code to retrieve your messages.

Setting a remote access code

The remote access code lets you access the remote retrieval features when you are away from your machine. Before you use the remote access and retrieval features, you have to set up your own code. The default code is an inactive code: --+

- 1 Press Menu, 2, 5, 2.
- Enter a three-digit code using the numbers 0 – 9, * or #. Press OK.
- 3 Press Stop/Exit.



Do not use the same code used for your Remote Activation code *51 (*91 for New Zealand) or Remote Deactivation code #51 (#91 for New Zealand). (See Changing the remote codes on page 55.)

You can change your code at any time. If you want to make your code inactive, press **Clear/Back** and **OK** in **2** to restore the default setting ---*.

Using your remote access code

- Dial your fax number from a telephone or another fax machine using touch tone.
- When your machine answers during a period of silence, enter your remote access code.
- The machine signals if it has received messages:
 - No beeps
 No messages received.
 - 1 long beep
 Fax message received.
- 4 The machine gives two short beeps to tell you to enter a command. The machine will hang up if you wait longer than 30 seconds before entering a command. If you enter an invalid command the machine will beep three times
- 5 Press **9 0** to reset the machine when you have finished.
- 6 Hang up.



- If your machine is set to Manual mode, you can still access the remote retrieval features. Dial the fax number as normal and let the machine ring. After 2 minutes you will hear a long beep to tell you to enter the remote access code. You will then have 30 seconds to enter the code.
- This function may not available in some countries e.g. Australia.

Retrieving fax messages

- Dial your fax number from a telephone or another fax machine using touch tone.
- When your machine answers during a period of silence, enter your remote access code (3 digits followed by *). If you hear one long beep, you have messages.
- When you hear two short beeps, use the dial pad to press 9 6 2.
- Wait for a long beep, and then use the dial pad to enter the number of the remote fax machine where you want your fax messages sent to, followed by ## (up to 20 digits).
- Hang up after you hear your machine beep. Your machine will call the other machine, which will then print your fax messages.



You can insert a pause in a fax number by using the # key.

Changing the fax forwarding number

You can change the default setting of your fax forwarding number from another telephone or fax machine using touch tone.

- Dial your fax number from a telephone or another fax machine using touch tone.
- When your machine answers, enter your remote access code (3 digits followed by *) during a period of silence. If you hear one long beep, you have messages.
- When you hear two short beeps, use the dial pad to press **9 5 4**.
- Wait for a long beep, and then use the dial pad to enter the new number of the remote fax machine where you want your fax messages forwarded followed by ## (up to 20 digits).
- Press 9 0 to reset the machine when you have finished.
- 6 Hang up after you hear your machine beep.



You can insert a pause in a fax number by using the # key.

Remote fax commands

Follow the commands below to access features when you are away from the machine. When you call the machine and enter your Remote Access Code (3 digits followed by *), the system will give two short beeps and you must enter a remote command.

| Remo | ote commands | Operation details | |
|------|---|--|--|
| 95 | Change the fax forwarding or fax storage settings | | |
| | 1 OFF | You can choose Off after you have retrieved or erased all your messages. | |
| | 2 Fax forwarding | One long beep means the change is accepted. If you hear three | |
| | 4 Fax forwarding number | short beeps, you cannot change because the conditions have not been met (for example, registering a fax forwarding number). You can register the maximum number of rings. (Se Changing the fax forwarding number on page 65.) Once you have registered the number, fax forwarding will work. | |
| | 6 Fax storage | | |
| 96 | Retrieve a fax | | |
| | 2 Retrieve all faxes | Enter the number of a remote fax machine to receive stored fax messages. (See <i>Retrieving fax messages</i> on page 65.) | |
| | 3 Erase faxes from the memory | If you hear one long beep, fax messages have been erased from the memory. | |
| 97 | Check the receiving status | | |
| | 1 Fax | You can check whether your machine has received any faxes. If yes, you will hear one long beep. If no, you will hear three short beeps. | |
| 98 | Change the receive mode | | |
| | 1 External TAD | If you hear one long beep, your change has been accepted. | |
| | 2 Fax/Tel | | |
| | 3 Fax Only | | |
| 90 | Exit | Press 9 0 to exit remote retrieval. Wait for the long beep, then replace the handset. | |

10 Polling

Polling lets you set up your machine so other people can receive faxes from you, but they pay for the call. It also lets you call somebody else's fax machine and receive a fax from it, so you pay for the call. The polling feature needs to be set up on both machines for this to work. Not all fax machines support polling.

Polling receive

Polling receive lets you call another fax machine to receive a fax.

- 1 Make sure you are in Fax mode ...
- Press Menu, 2, 1, 8.
- Press A or ▼ to choose Standard. Press OK.
- 4 Enter the fax number you are polling. Press **Start**.

Secure polling

Secure Polling lets you restrict who can get the documents you set up to be polled. Secure Polling only works with Brother fax machines. If you want to get a fax from a secured Brother machine you have to enter the secure code.

- 1 Make sure you are in Fax mode 🕮.
- Press Menu, 2, 1, 8.
- Press ▲ or ▼ to choose Secure.

 Press OK.
- 4 Enter a four-digit secure code. Press OK. This is the security code of the fax machine you are polling.
- 6 Enter the fax number you are polling.
- 6 Press Start.

Delayed polling

Delayed polling lets you set the machine to begin polling receive at a later time. You can only set up *one* delayed polling operation.

- 1 Make sure you are in Fax mode ...
- 2 Press Menu, 2, 1, 8.
- 3 Press ▲ or ▼ to choose Timer.
 Press OK.
- 4 Enter the time (in 24-hour format) you want to begin polling. Press OK. For example, enter 21:45 for 9:45 PM.
- Enter the fax number you are polling. Press Start. The machine makes the polling call at the time you entered.
- **Note**

If the other fax machine that you are calling has not been set-up for Polling, you will receive the message Connection Fail.

Sequential polling

Sequential polling lets you request documents from several fax machines in one operation.

- 1 Make sure you are in Fax mode 🕮.
- 2 Press Menu, 2, 1, 8.
- 3 Press ▲ or ▼ to choose Standard, Secure OF Timer. Press OK
- 4 Choose one of the options below.
 - If you choose Standard go to ⑤.
 - If you choose Secure, enter a four-digit number, press **OK**, go to **⑤**.
 - If you chose Timer, enter the time (in 24-hours format) you want to begin polling and press **OK**, go to **⑤**.



If you did not enter the correct secure code, you will receive the message Disconnected.

- Specify the destination fax machines you want to poll by using One Touch, Speed Dial, Search, a Group or the dial pad. You must press OK between each location.
- 6 Press Start.
 The machine polls each number or group in turn for a document.

Press **Stop/Exit** while the machine is dialling to cancel the polling process.

To cancel all sequential polling receive jobs, press **Menu**, **2**, **7**. (See *Checking and cancelling waiting jobs* on page 40.)

Polled transmit

Polled transmit lets you set up your machine to wait with a document so another fax machine can call and retrieve it.

Setup for polled transmit

- 1 Make sure you are in Fax mode 🕮.
- 2 Load your document.
- 3 Press Menu, 2, 2, 6.
- Press ▲ or ▼ to choose Standard. Press OK.
- Press 2 to choose 2.No if you do not want to enter more settings when the LCD asks you the following message:

- 6 Press Start.
- 7 If you are using the scanner glass, the LCD will prompt you to choose one of the options below:

```
Next Page?
1.Yes 2.No(Send)
```

- Press 1 to send another page.Go to 3.
- Press 2 or Start to send the document.
- 8 Place the next page on the scanner glass, press **OK**. Repeat **7** and **3** for each additional page. Your machine will automatically send the fax.



The document will be stored and can be retrieved from any other fax machine until you delete the fax from memory.

To delete the fax from memory, press **Menu**, **2**, **7**. (See *Checking and cancelling waiting jobs* on page 40.)

Setup for polled transmit with a secure code

Secure Polling lets you restrict who can get the documents you set up to be polled. Secure Polling only works with Brother fax machines. If another person wants to retrieve a fax from your machine they will have to enter the secure code.

- 1 Make sure you are in Fax mode ...
- 2 Load your document.
- 3 Press Menu, 2, 2, 6.
- 4 Press ▲ or ▼ to choose Secure.
 Press OK.
- 5 Enter a four-digit number. Press **OK**.
- 6 Press 2 to choose 2. No if you do not want to enter more settings when the LCD asks you the following message:

Next 1.Yes 2.No

- Press Start.
- 8 If you use the scanner glass, the LCD will prompt you to choose one of the options below:

Next Page? 1.Yes 2.No(Send)

Press 1 to send another page.

Go to 9.

Press 2 or Start to send the document. 9 Place the next page on the scanner glass, press **OK**. Repeat **3** and **9** for each additional page.

Set Next Page Then Press OK

Your machine will automatically send the fax.

Printing reports

Fax reports

Some fax reports (transmission verification and fax journal) can be printed automatically and manually.

Transmission verification report

You can use the transmission report as proof that you sent a fax. This report lists the time and date of transmission and whether the transmission was successful (shown as "OK"). If you choose On or On+Image, the report will print for every fax you send.

If you send a lot of faxes to the same place, you may need more than the job numbers to know which faxes you must send again. Choosing <code>On+Image</code> or <code>Off+Image</code> will print a section of the fax's first page on the report to help you remember.

When the verification report is turned Off or to Off+Image, the report will *only* print if there is a transmission error.

- 1 Press Menu, 2, 4, 1.
- Press A or ▼ to choose On, On+Image, Off or Off+Image. Press OK.
- 3 Press Stop/Exit.

Fax journal

You can set the machine to print a fax journal (activity report) at specific intervals (every 50 faxes, 6, 12 or 24 hours, 2 or 7 days). The default setting is Every 50 Faxes, this means that your machine will print the journal when the machine has stored 50 jobs.

If you set the interval to Off, you can still print the report by following the steps on the next page.

- 1 Press Menu, 2, 4, 2.
- Press ▲ or ▼ to choose an interval. Press OK. If you choose 7 days, you will be asked to choose a day when you want the 7 day countdown to begin.
- 3 Enter the time to begin printing, in 24 hour format.
 Press **OK**.
 For example: enter 19:45 for 7:45 PM.
- 4 Press Stop/Exit.

If you choose 6, 12, 24 hours, 2 or 7 days, the machine will print the report at the selected time and then erase all jobs from its memory. If the machine's memory becomes full with 200 jobs before the time you chose has passed, the machine will print the journal early and then erase all jobs from memory.

If you want an extra report before it is due to print, you can print it manually without erasing the jobs from memory.

Reports

The following reports are available:

1 XMIT Verify

Displays the Transmission Verification Report for your last outgoing 200 faxes and prints the last report.

2 Help List

Prints a list of commonly used functions to help you program your machine.

3 Tel Index List

Prints a list of names and numbers stored in the One Touch and Speed Dial memory in numerical or alphabetical order.

4 Fax Journal

Prints a list of information about your last 200 incoming and outgoing faxes. (TX: transmit.) (RX: receive.)

5 User Settings

Print a list of your current settings.

- 6 Network Config Lists your network settings.
- 7 Order Form

You can print an accessories order form to fill out and send to your Brother dealer.

How to print a report

- 1 Press Reports.
- 2 Do one of the following:
 - Press A or ▼ to choose the report you want.

Press OK.

- Enter the number of the report you want to print. For example, press 2 to print the help list.
- 3 Press Stop/Exit.

Section III



Copy

Making copies

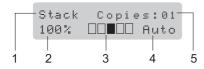
74

12 Making copies

How to copy

Entering copy mode

(Copy) to enter Copy mode.



- 1 Stack/Sort
- 2 Copy ratio and copy layout
- 3 Contrast
- Quality
- Number of copies

Making a single copy

- Load your document.
- Press Start.

Making multiple copies

- Load your document.
- Use the dial pad to enter the number of copies (up to 99).
- Press Start.



To sort your copies, see Sorting copies using the ADF on page 77.

Stop copying

To stop copying, press Stop/Exit.

Copy options (temporary settings)

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

Options Enlarge/
Reduce

The machine returns to its default settings one minute after copying, unless you have set the Mode Timer to 30 seconds or less. (See *Mode timer* on page 21.)

Enlarging or reducing the image copied

You can choose the following enlargement or reduction ratios:

| Press | 100%* | |
|----------|------------------------|--|
| Enlarge/ | 97% LTR→A4 | |
| Reduce | 94% A4→LTR | |
| | 91% Full Page | |
| | 85% LTR→EXE | |
| | 83% LGL→A4 (for Asia) | |
| | 78% LGL→LTR (for Asia) | |
| | 70% A4→A5 | |
| | 50% | |
| | Custom(25-400%) | |
| | Auto | |
| | 200% | |
| | 141% A5→A4 | |
| | 104% EXE→LTR | |

*The factory setting is shown in Bold with an asterisk.

When set to Auto, the machine calculates the reduction ratio that best fits the paper size the paper tray is set to. (See *Paper size* on page 21.)

Auto is only available when using the ADF.

Custom (25-400%) allows you to enter a ratio from 25% to 400% in 1% increments.

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

- 1 Make sure you are in Copy mode 1.
- 2 Load your document.
- 3 Use the dial pad to enter the number of copies (up to 99).
- 4 Press Enlarge/Reduce.
- 5 Do one of the following:
 - Press A or V to choose the enlargement or reduction ratio you want.

Press OK.

■ Press A or V to choose Custom (25-400%).

Press OK.

Use the dial pad to enter an enlargement or reduction ratio from 25% to 400%. (For example, press **5 3** to enter 53%.)

Press **OK**

6 Press Start.



- Page Layout Options 2 in 1(P), 2 in 1(L), 4 in 1(P) or 4 in 1(L) are not available with Enlarge/Reduce.
- (P) means Portrait and (L) means Landscape.

Using the Options key

Use the **Options** key to quickly set the following copy settings temporarily for the next copy.

| Press | Menu selections | Options | Page |
|---------|---|------------------------------------|------|
| Options | Press ▲ or ▼, then press OK | Press ▲ or ▼, then press OK | |
| 9 | → OK | → OK | |
| | Quality | Auto* | 77 |
| | | Text | |
| | | Photo | |
| | Stack/Sort | Stack* | 77 |
| | (appears when the document is in the ADF) | Sort | |
| | Contrast | ▼- ■□□□□+ Δ | 78 |
| | | ▼ -□ ■ □□□+ ∆ | |
| | | ▼ -□□■□□+ ▲ * | |
| | | ▼ -□□□ ■ □+ ∆ | |
| | | ▼ -□□□□ ■ + Δ | |
| | Page Layout | Off(1 in 1)* | 78 |
| | | 2 in 1 (P) | |
| | | 2 in 1 (L) | |
| | | 4 in 1 (P) | |
| | | 4 in 1 (L) | |
| | > The factory settings are shown | in Bold with an asterisk. | |

12

Improving copy quality

You can choose from a range of quality settings. The default setting is Auto.

■ Auto

Auto is the recommended mode for ordinary printouts. Suitable for documents that contain both text and photographs.

■ Text

Suitable for documents containing only text.

■ Photo

Suitable for copying photographs.

To *temporarily* change the quality setting, follow the steps below:

- 2 Load your document.
- 3 Use the dial pad to enter the number of copies (up to 99).
- 4 Press Options. Press ▲ or ▼ to choose Quality. Press OK.
- Press ▲ or ▼ to choose Auto, Text or Photo. Press OK.
- 6 Press Start.

To change the *default* setting, follow the steps below:

- 1 Press Menu, 3, 1.
- Press ▲ or ▼ to choose the copy quality. Press OK.
- 3 Press Stop/Exit.

Sorting copies using the ADF

You can sort multiple copies. Pages will be stacked in the order 1 2 3, 1 2 3, 1 2 3, and so on

- 1 Make sure you are in Copy mode 1.
- 2 Load your document in the ADF.
- 3 Use the dial pad to enter the number of copies (up to 99).
- 4 Press Options and ▲ or ▼ to choose Stack/Sort.
 Press OK.
- Fress A or V to choose Sort. Press OK
- 6 Press Start.

Adjusting contrast

Contrast

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

To *temporarily* change the contrast setting, follow the steps below:

- 1 Make sure you are in Copy mode 📵.
- Load your document.
- 3 Use the dial pad to enter the number of copies (up to 99).
- Press Options. Press ▲ or ▼ to choose Contrast. Press OK.
- Fress ▲ or ▼ to increase or decrease the contrast. Press OK.
- 6 Press Start.

To change the *default* setting follow the steps below:

- 1 Press Menu, 3, 2.
- Press ▲ or ▼ to increase or decrease the contrast.
 Press OK.
- 3 Press Stop/Exit.

Making N in 1 copies (page layout)

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

Important

- Please make sure the paper size is set to Letter or A4 (Legal or Folio for Asia.)
- (P) means Portrait and (L) means Landscape.
- You cannot use the Enlarge/Reduce setting with the N in 1 feature.
- 1 Make sure you are in Copy mode .
- 2 Load your document.
- 3 Use the dial pad to enter the number of copies (up to 99).
- 4 Press Options.
- Fress A or ▼ to choose Page Layout. Press OK.
- 6 Press ▲ or ▼ to choose 2 in 1 (P), 2 in 1 (L), 4 in 1 (P), 4 in 1 (L) or Off(1 in 1). Press OK.
- 7 Press **Start** to scan the page. If you placed the document in the ADF, the machine scans the pages and starts printing.

If you are using the scanner glass, go to $\ensuremath{\mathfrak{g}}$.

8 After the machine scans the page, press 1 to scan the next page.

```
Next Page?
1.Yes 2.No
```

9 Put the next page on the scanner glass. Press **OK**.

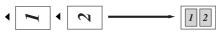
Repeat **3** and **9** for each page of the layout.

10 After all the pages have been scanned, press 2 in 6 to finish.

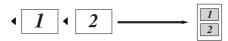
If you are copying from the ADF:

Insert your document face up in the direction shown below:





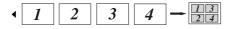
■ 2 in 1 (L)



■ 4 in 1 (P)



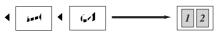
■ 4 in 1 (L)



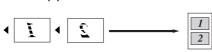
If you are copying from the scanner glass:

Insert your document face down in the direction shown below:





■ 2 in 1 (L)







■ 4 in 1 (L)



Out of memory message

If the memory becomes full while you are making copies, the LCD message will guide you through the next step.

If you get an Out of Memory message while scanning a subsequent page, you will have the option to press **Start** to copy the pages scanned so far, or to press **Stop/Exit** to cancel the operation.

To gain extra memory, you can do the following:

- Print the faxes that are in the memory. (See Printing a fax from the memory on page 45.)
- You can turn off Fax Storage. (See Turning off remote fax options on page 63.)



When you get an Out of Memory message, you may be able to make copies if you first print incoming faxes in the memory to restore the memory to 100%.

Section IV



Software

Software and Network features

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Software and Network features

The User's Guide on the CD-ROM includes the Software User's Guide and Network User's Guide for features available when connected to a computer (for example, printing and scanning). These guides have 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[®])
- Remote Setup
- Faxing from your computer
- Network Faxing (MFC-7440N, MFC-7840N and MFC-7840W only)
- Network Printing (MFC-7440N, MFC-7840N and MFC-7840W only)
- Network Scanning (MFC-7440N, MFC-7840N and MFC-7840W only)
- Wireless Network Users (MFC-7840W only)



See Accessing the Software User's Guide and Network User's Guide on page 2.

How to read HTML **User's Guide**

This is a guick reference for using the HTML User's Guide.

For Windows®



If you have not installed the software, see Chapter 1.

- 1 From the Start menu, point to Brother, MFC-XXXX from the programs group, then click User's Guides in HTML format.
- 2 Click on the manual you want (SOFTWARE USER'S GUIDE or NETWORK USER'S GUIDE) from the top menu.



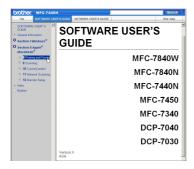
13

3 Click the heading you would like to view 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.
- Oouble-click your language folder, and then double-click the top page file.
- Click on the manual you want (SOFTWARE USER'S GUIDE or NETWORK 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.



Section V

Appendixes

| Safety and legal | 86 |
|---|-----|
| Troubleshooting and routine maintenance | 100 |
| Menu and features | 142 |
| Specifications | 158 |
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Safety and legal

Choosing a location

Place your machine on a flat, stable surface that is free of vibration. Put the machine near a telephone socket and a standard, grounded electrical socket. Choose a location where the temperature remains between 10° C and 32.5° C and the humidity is between 20% to 80% (without condensation).

- Make sure cables leading to the machine do not constitute a trip hazard.
- Avoid placing your machine on the carpet.
- Do not place near heaters, air conditioners, water, chemicals or refrigerators.
- 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, or to the same circuit as large appliances that might disrupt the power supply.
- Avoid sources of interference, such as speakers or the base units of cordless phones.







A

Important information

Safety precautions

Please read these instructions before attempting any maintenance, and keep them for later reference. When using your telephone equipment, follow basic safety precautions to reduce the risk of fire, electric shock or personal injury.

- DO NOT use this product near water, or in a damp environment.
- Avoid using this product during an electrical storm. There may be a remote risk of electric shock from lightning.
- We DO NOT advise using an extension lead.
- Never install telephone wiring during a lightning storm. Never install a telephone wall socket in a wet location.
- If any cables become damaged, disconnect your machine, and contact your Brother dealer.
- DO NOT place any objects on the machine, or obstruct the air vents.
- This product should be connected to an adjacent grounded AC power source within the range indicated on the rating label. DO NOT connect it to a DC power source or inverter. If you are not sure, contact a qualified electrician.
- DO NOT dispose of batteries in a fire. They may explode. Check with local codes for possible special disposal instructions.

A

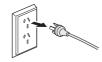
WARNING



Before cleaning the inside of the machine, first unplug the telephone line cord, and then the power cord from the electrical socket.



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







Always make sure the plug is fully inserted.



After you have just used the machine, some internal parts of the machine will be extremely hot. When you open the front or back cover of the machine, DO NOT touch the shaded parts shown in the illustration.



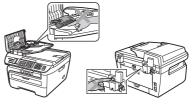


To prevent injuries, be careful not to put your hands on the edge of the machine under the document cover or scanner cover as shown in the illustrations.





To prevent injuries, DO NOT put your fingers in the areas shown in the illustrations.





DO NOT use a vacuum cleaner to clean up scattered toner. Doing this might cause the toner dust to ignite inside the vacuum cleaner, potentially starting a fire. Please carefully clean the toner dust with a dry, lint-free cloth and dispose of it according to local regulations.



If moving your machine, use the handholds provided. First making sure to disconnect any cables.



DO NOT use any flammable substances, spray or organic solvent/liquids containing alcohol/ammonia to clean the inside or outside of the machine. Doing this may cause a fire or electrical shock. Refer to *Routine maintenance* on page 125 for how to clean the machine.







Plastic bags are used in the packaging of your machine. To avoid the danger of suffocation, keep these bags away from babies and children.



The fuser unit is marked with a caution label. Please DO NOT remove or damage the label.



IEC60825-1+A2:2001 Specification

This machine is a Class 1 laser product as defined in IEC60825-1+A2:2001 specifications. The label shown below is attached in countries where required.

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



Laser Diode A

Wave length: 780 - 800 nm

Output: 10 mW max. Laser Class: Class 3B



WARNING

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

Disconnect device

This product must be installed near an electrical socket that is easily accessible. In case of emergencies, you must disconnect the power cord from the electrical socket to shut off power completely.

LAN connection (For MFC-7440N, MFC-7840N and MFC-7840W)



CAUTION

DO NOT connect this product to a LAN connection that is subject to over-voltages.

Radio interference

This product complies with EN55022 (CISPR Publication 22)/Class B. When connecting the machine to a computer, ensure that you use the following interface cables.

A USB cable which must not exceed 2.0 metres in length.

A

International ENERGY STAR® Compliance Statement

The purpose of the International ENERGY STAR® Program is to promote the development and popularization of energy-efficient office equipment.

As an ENERGY STAR® Partner, Brother Industries, Ltd. has determined that this product meets the ENERGY STAR® guidelines for energy efficiency.



Important Information for Australia

IMPORTANT-For Your Safety

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

Extension cords used with the equipment must be three-conductor and be correctly wired to provide connection to ground. Incorrectly wired extension cords are a major cause of fatalities.

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.

Important safety instructions

- 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 outside of the machine and the scanner glass. 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 casing at 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 connected to an AC power source within the range indicated on the rating label. DO NOT connect it to a DC power source or inverter. If you are not sure, contact a qualified electrician.
- 9 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.
- 10 DO NOT place anything on top of the power cord including this machine. DO NOT allow the power cord to be stepped on.
- 11 DO NOT place anything in front of the machine that will block received faxes. DO NOT place anything in the path of received faxes.
- 12 DO NOT touch a document during printing.
- 13 Never push objects of any kind into this product through cabinet slots, since they may touch dangerous voltage points or short out parts resulting in a risk of fire or electric shock. Never spill liquid of any kind on the product.
- 14 DO NOT attempt to service this product yourself, because opening or removing covers may expose you to dangerous voltage points and/or other risks. Refer all servicing to service personnel.
- 15 Wait until pages have exited the machine before picking them up.
- 16 Unplug this product from the wall outlet and refer servicing to Authorised 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.

Important Information for New Zealand

Important Safety Instructions

- 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 outlet before cleaning the outside of the machine and the scanner glass. DO NOT use liquid or aerosol cleaners. Use a damp cloth for cleaning.
- 5 The grant of a Telepermit for any item of terminal equipment indicates only that Telecom has accepted that the item complies with minimum conditions for connection to its network. It indicates no endorsement of the product by Telecom, nor does it provide any sort of warranty. Above all, it provides no assurance that any item will work correctly in all respects with another item of Telepermitted equipment of a different make or model, nor does it imply that any product is compatible with all of Telecom's network services.
- 6 This equipment does not fully meet Telecom's impedance requirements. Performance limitations may occur when used in conjunction with some parts of the network. Telecom will accept no responsibility should difficulties arise in such circumstances.
- 7 If a charge for local calls is acceptable, the "Dial Button" should not be used for local calls. Only the 7-digits of the local number should be dialled from your telephone. DO NOT dial the area code digit or the "0" prefix.
- 8 This equipment shall not be set to make automatic calls to the Telecom '111' Emergency Service.
- 9 This equipment should not be used under any circumstances which may constitute a nuisance to other Telecom customers.
- 10 Not all telephones will respond to incoming ringing when connected to the extension socket.
- 11 The answer delay setting of this equipment shall not be set to less than the default setting as this will destroy Caller ID information.
- 12 All persons using this device for recording telephone conversations shall comply with New Zealand law. This requires that at least one party to the conversation is to be aware that it is being recorded. In addition, the Principles enumerated in the Privacy Act 1993 shall be complied with in respect to the nature of the personal information collected, the purpose for its collection, how it is to be used and what it disclosed to any other party.
- 13 DO NOT place this product on an unstable surface, stand, or table. The product may fall, causing serious damage to the product.
- 14 Slots and openings in the casing 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 not be placed in a built-in installation unless proper ventilation is provided.

- 15 This product should be connected to an AC power source within the range indicated on the rating label. DO NOT connect it to a DC power source or inverter. If you are not sure, contact a qualified electrician.
- 16 This product is equipped with a 3-wire earthed plug. This plug will fit into only an earthed socket. This is a safety feature. If you are unable to insert the plug into the outlet, contact your electrician to replace your obsolete socket. DO NOT defeat the purpose of an earthed plug.
- 17 DO NOT place anything on top of the power cord including this machine. DO NOT allow the power cord to be stepped on.
- 18 DO NOT place anything in front of the machine that will block received faxes. DO NOT place anything in the path of received faxes.
- 19 DO NOT touch a document during printing.
- 20 Never push objects of any kind into this product through cabinet slots, since they may touch dangerous voltage points or short out parts resulting in a risk of fire or electric shock. Never spill liquid of any kind on the product.
- 21 DO NOT attempt to service this product yourself, because opening or removing covers may expose you to dangerous voltage points and/or other risks. Refer all servicing to service personnel.
- 22 Unplug this product from the mains power and telephone line sockets, and refer servicing to qualified Service Personnel under the following conditions:
 - If 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.
- 23 This unit will only work in conjunction with a tone signalling (DTMF) telephone, but some telephones are not compatible. Since noise or speech from the telephone can upset dialling from this unit, errors may result if the devices are used together in other than quiet conditions.
- 24 Where it is necessary to dial prefix digits, such as a Caller Display override code ("0196" or "0197"), this unit will have to be used in conjunction with an associated tone signalling (DTMF) telephone.
- 25 Note that some telephones are not compatible with this unit and dialling errors may result if the two devices are used together in other than quiet conditions. The Telecom Faults Service is not to be called should such problems arise. In such cases, it is recommended that the prefix and wanted number are dialled manually.
- 26 This equipment may not provide for the effective hand-over of a call to another device connected to the same line.

- 27 This equipment is not capable, under all operating conditions, of correct operation at the higher speeds for which it is designed. Telecom will accept no responsibility should difficulties arise in such circumstances. This condition typically applies to 56 kbit/s modems and facsimile machines operating at >14.4 kbit/s.
- 28 When using the Caller Line Identification incorporated in this device, verify the integrity of the recorded digits prior to dialling.
- 29 Some parameters required for compliance with Telecom's Telepermit requirements are dependent on the equipment (PC) associated with this device. The associated equipment shall be set to operate within the following limits for compliance with Telecom's Specifications:
 - There shall be no more than 10 call attempts to the same number within any 30 minute period for any single manual call initiation, and
 - The equipment shall go on-hook for a period of not less than 30 seconds between the end of one attempt and the beginning of the next call attempt.
 - Automatic calls to different numbers are spaced such that there is not less than 5 seconds between the end of one call attempt and the beginning of another.
 - Equipment shall be set to ensure that calls are answered within 3 and 30 seconds of the receipt of ringing.
- 30 In the event of any problem with this device, it is to be disconnected, and a CPE item connected to one of its terminal ports may be connected directly in its place. The user should then arrange for the product to be repaired. Should the matter be reported to Telecom as a wiring fault and the fault is proven to be due to this product, a call out charge will be incurred by the customer.
- 31 The caller ID telephone numbers that are displayed and stored in this equipment include the caller's area code but not the toll access "0" prefix. When calling back it is necessary to add a "0" to the telephone number, or if the telephone number is a local number, omit the area code digit. If the toll services of a service provider other than Telecom are being used then a toll charge may be incurred if the "0" prefix toll access code and area code are used.

IMPORTANT-For Your Safety

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

Extension cords used with the equipment must be three-conductor and be correctly wired to provide connection to ground. Incorrectly wired extension cords are a major cause of fatalities.

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.

IMPORTANT NOTICE

Under power failure conditions, this telephone may not operate. Please ensure that a separate telephone, not dependent on local power, is available for emergency use in emergencies.

Important Information for Some Countries

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 outlet before cleaning the outside of the machine and the scanner glass. DO NOT use liquid or aerosol cleaners. Use a damp cloth for cleaning.
- 5 DO NOT place this product near water.
- 6 DO NOT place this product on an unstable cart, stand, or table. The product may drop, causing serious damage to the product.
- 7 Slots and openings in the casing at 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 on 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 connected to an AC power source within the range indicated on the rating label. DO NOT connect it to a DC power source or inverter. If you are not sure, contact a qualified electrician.
- 9 This product is equipped with a 2-wire grounding type plug or a 3-wire grounding type plug (Only for Singapore, Malaysia, Hong Kong and India), a plug having two or three pins. This plug will only fit into only a grounding-type power outlet. This is a safety feature. If you are unable to insert the plug into the outlet, contact your electrician to replace your obsolete outlet. DO NOT defeat the purpose of the grounding-type plug.
- 10 DO NOT place anything on top of the power cord including this machine. DO NOT allow the power cord to be stepped on.
- 11 If an extension cord is used with this product, make sure that the total ampere ratings on the products plugged into the extension cord DO NOT exceed the extension cord ampere rating.
- 12 DO NOT place anything in front of the machine that will block received faxes. DO NOT place nything in the path of received faxes.
- 13 DO NOT touch a document during printing.
- 14 Never push objects of any kind into this product through cabinet slots, since they may touch dangerous voltage points or short out parts resulting in the risk of fire or electric shock. Never spill liquid of any kind on the product.
- 15 DO NOT attempt to service this product yourself, as opening or removing covers may expose you to dangerous voltage points and/or other risks, and may void your warranty. Please refer all servicing to our Authorized Service Personnel. A list of Authorized Service Centres has been included for your convenience, or you may contact the Brother Dealer for Service.

- 16 Unplug this product from the wall outlet and refer servicing to Authorized Service Personnel under the following conditions:
 - If the power cord is damaged or frayed.
 - If the product has been spilled by liquid.
 - 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.
- 17 To protect your product against power surges, we recommend the use of a power protection device (Surge Protector).



WARNING

For protection against the risk of electrical shock, always disconnect all cables from the wall outlet before servicing, modifying or installing the equipment.

This equipment may not be used on coin service lines provided by the telephone company or connected to party lines.

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- Immigration Papers
- Welfare documents
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- Identification Documents, badges or insignias
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В

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 the latest FAQs and troubleshooting tips. Visit us at http://solutions.brother.com/.

If you are having difficulty with your machine

If you think there is a problem with the way your faxes look, make a copy first. If the copy looks good, the problem may not be your machine. Check the chart below and follow the troubleshooting tips.

Printing or receiving faxes

| Difficulties | Suggestions |
|--|--|
| ■ Condensed print | Usually this is caused by a poor telephone connection. If your copy looks good, you probably had a bad connection, with static or interference on the telephone line. Ask the other party to send the fax again. |
| ■ Horizontal streaks | |
| Top and bottom sentences are cut off | |
| Missing lines | |
| Poor print quality | See Improving the print quality on page 107. |
| Vertical black lines when receiving | The corona wire for printing may be dirty. Clean the corona wire. (See <i>Cleaning the corona wire</i> on page 129.) |
| | The sender's scanner may be dirty. Ask the sender to make a copy to see if the problem is with the sending machine. Try receiving from another fax machine. |
| | If the problem continues, call your Brother dealer for service. |
| Received faxes appear as split or blank pages. | If the received faxes are divided and printed on two pages or if you get an extra blank page, your paper size setting may not be correct for the paper you are using. (See <i>Paper size</i> on page 21.) |
| | Turn on auto reduction. (See Printing a reduced incoming fax on page 44.) |

Telephone line or connections

| Difficulties | Suggestions |
|-------------------------|---|
| Dialling does not work. | Check for a dial tone. |
| | (Not available in New Zealand) Change Tone/Pulse setting. (See the Quick Setup Guide.) |
| | Check all line cord connections. |
| | Check that the machine is plugged in and switched on. |
| | Send a manual fax by pressing Hook or by lifting the handset of an external telephone and dialling the number. Wait to hear fax receiving tones before pressing Start . |

Telephone line or connections (continued)

| Difficulties | Suggestions |
|--|--|
| The machine does not answer when called. | Make sure the machine is in the correct receive mode for your setup. (See <i>Receiving a fax</i> on page 41.) Check for a dial tone. If possible, call your machine to hear it answer. If there is still no answer, check the telephone line cord connection. If you do not hear ringing when you call your machine, ask your telephone company to check the line. |

Sending faxes

| Difficulties | Suggestions |
|---|---|
| Poor sending quality. | Try changing your resolution to Fine or S. Fine. Make a copy to check your machine's scanner operation. If the copy quality is not good, clean the scanner. (See Cleaning the scanner glass on page 127.) |
| Transmission Verification Report says 'RESULT:ERROR'. | There is probably temporary noise or static on the line. Try sending the fax again. If you are sending a PC Fax message and get 'RESULT:ERROR' on the Transmission Verification Report, your machine may be out of memory. To free up extra memory, you can turn off fax storage (see <i>Turning off remote fax options</i> on page 63), print fax messages in memory (see <i>Printing a fax from the memory</i> on page 45) or cancel a delayed fax or polling job (see <i>Checking and cancelling waiting jobs</i> on page 40). If the problem continues, ask the telephone company to check your telephone line. |
| | If you often get transmission errors due to possible interference on the telephone line, try changing the Compatibility setting to Basic (for VoIP) (For MFC-7450, MFC-7840N and MFC-7840W, Normal or Basic (for VoIP)). (See Telephone line interference on page 113.) |
| Vertical black lines when sending. | Black vertical lines on faxes you send are typically caused by dirt or correction fluid on the glass strip. (See <i>Cleaning the scanner glass</i> on page 127.) |

Handling incoming calls

| Difficulties | Suggestions |
|--|--|
| The machine 'Hears' a voice as a CNG Tone. | If Fax Detect is set to on, your machine is more sensitive to sounds. It may mistakenly interpret certain voices or music on the line as a fax machine calling and respond with fax receiving tones. Deactivate the machine by pressing Stop/Exit . Try avoiding this problem by turning Fax Detect to off. (See <i>Fax Detect</i> on page 43.) |
| Sending a Fax Call to the machine. | If you answered on an external or extension telephone, press your Remote Activation code [default setting is (*51, *91 for New Zealand)]. When your machine answers, hang up. |
| Custom features on a single line. | If you have Call Waiting, Call Waiting/Caller ID, Caller ID, Voice Mail, an answering machine, an alarm system or other custom feature on a single telephone line with your machine, it may create a problem sending or receiving faxes. |
| | For Example: If you subscribe to Call Waiting or some other custom service and its signal comes through the line while your machine is sending or receiving a fax, the signal can temporarily interrupt or disrupt the faxes. Brother's ECM feature should help overcome this problem. This condition is related to the telephone system industry and is common to all devices that send and receive information on a single, shared line with custom features. If avoiding a slight interruption is crucial to your business, a separate line with no custom features is recommended. |

Menu access difficulties

| Difficulties | Suggestions |
|--|---|
| The machine beeps when you try to access the Setup Receive and Setup Send menus. | If the Fax key is not illuminated, press it to turn on Fax mode. The Setup Receive setting (Menu, 2, 1) and Setup Send setting (Menu, 2, 2) are available only when the machine is in Fax mode. |

Copy quality difficulties

| Difficulties | Suggestions |
|--|--|
| Vertical black line appears in copies. | Black vertical lines on copies are typically caused by dirt or correction fluid on the glass strip, or the corona wire for printing is dirty. (See <i>Cleaning the scanner glass</i> on page 127 and <i>Cleaning the corona wire</i> on page 129.) |

Printing difficulties

| Difficulties | Suggestions |
|--|---|
| No printout. | ■ Check that the machine is plugged in and the power switch is turned on. |
| | Check that the toner cartridge and drum unit are installed correctly. (See Replacing the drum unit on page 137.) |
| | Check the interface cable connection on both the machine and your computer. (See the Quick Setup Guide.) |
| | ■ Check that the correct printer driver has been installed and chosen. |
| | Check to see if the LCD is showing an error message. (See Error and maintenance messages on page 114.) |
| | ■ Check the machine is online: |
| | (For Windows Vista [®]) Click the Start button, Control Panel , Hardware and Sound , and then Printers . Right-click Brother MFC-XXXX Printer . Make sure that Use Printer Offline is unchecked. |
| | (For Windows® XP and Windows Server® 2003) Click the Start button and choose Printers and Faxes . Right-click Brother MFC-XXXX Printer . Make sure that Use Printer Offline is unchecked. (For Windows® 2000) |
| | Click the Start button and choose Settings and then Printers. Right-click Brother MFC-XXXX Printer. Make sure that Use Printer Offline is unchecked. |
| The machine prints unexpectedly or it prints garbage. | Pull out the paper tray and wait until the machine stops printing. Then turn off the machine and disconnect from the power for several minutes. (The MFC- 7450, MFC-7840N and MFC-7840W can be turned off for up to 4 days without losing faxes stored in the memory.) |
| | Check the settings in your application to make sure it is set up to work with your machine. |
| The machine prints the first couple of pages correctly, then some pages have text missing. | Check the settings in your application to make sure that it is set up to work with your machine. |
| | Your computer is not recognising the machine's input buffer's full signal. Make sure that you connected the interface cable correctly. (See the Quick Setup Guide.) |

Printing difficulties (continued)

| Difficulties | Suggestions |
|--|---|
| The headers or footers appear when the document displays on the screen but they do not show up when it is printed. | There is an unprintable area on the top and bottom of the page. Adjust the top and bottom margins in your document to allow for this. |

Scanning difficulties

| Difficulties | Suggestions |
|---|--|
| TWAIN errors appear while scanning. | Make sure that the Brother TWAIN driver is chosen as the primary source. In PaperPort™ 11SE, click File , Scan or Get Photo and choose the Brother TWAIN driver . |
| OCR does not work. | Try increasing the scanning resolution. |
| (MFC-7440N, MFC-7840N and MFC-7840W only) Network scanning does not work. | See Network difficulties (MFC-7440N, MFC-7840N and MFC-7840W only) on page 104. |

Software difficulties

| Difficulties | 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. |
| 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. |
| The machine does not print from Adobe Illustrator. | Try to reduce the print resolution. (See Advanced tab in the Software User's Guide on the CD-ROM.) |

Paper handling difficulties

| Difficulties | Suggestions |
|--|--|
| The machine does not load paper. | ■ If there is no paper, load a new stack of paper into the paper tray. |
| The LCD shows No Paper or a Paper Jam message. | If there is paper in the paper tray, make sure it is straight. If the paper is curled, you should straighten it. Sometimes it is helpful to remove the paper, turn the stack over and put it back into the paper tray. |
| | ■ Reduce the amount of paper in the paper tray, and then try again. |
| | If the LCD shows Paper Jam message and you still have a problem, see Paper jams on page 121. |
| How do I print on envelopes? | You can load envelopes from the manual feed slot. Your application must be set up to print the envelope size you are using. This is usually done in the Page Setup or Document Setup menu of your application. (See your application's manual for more information.) |
| Which paper can I use? | You can use plain paper, recycled paper, transparency and labels that are made for laser machines. (For details, see <i>Acceptable paper and other print media</i> on page 14.) |
| There is a paper jam. | (See Paper jams on page 121.) |

Print quality difficulties

| Difficulties | Suggestions | |
|----------------------------|---|--|
| Printed pages are curled. | Low quality thin or thick paper or not printing on the recommended side of the paper could cause this problem. Try turning over the stack of paper in the paper tray. | |
| | Make sure that you choose the Paper Type that suits the print media type you are using. (See Acceptable paper and other print media on page 14.) | |
| Printed pages are smeared. | The Paper Type setting may be incorrect for the type of print media you are using, or the print media may be too thick or have a rough surface. (See Acceptable paper and other print media on page 14 and Basic tab in the Software User's Guide on the CD-ROM.) | |
| Printouts are too light. | If this problem occurs when making copies or printing received faxes, set Toner Save mode to off in the machine menu settings. (See <i>Toner Save</i> on page 23.) Set Toner Save mode to off in the Advanced tab in the printer driver. (See <i>Advanced tab in the Software User's Guide on the CD-ROM</i>.) | |
| | | |

Network difficulties (MFC-7440N, MFC-7840N and MFC-7840W only)

| Difficulties | Suggestions |
|------------------------------------|--|
| Cannot print over a wired Network. | If you are having Network problems see the Network User's Guide on the CD-ROM for more information. |
| | Make sure your machine is powered on and is on-line and in Ready mode. Print the Network Configuration list to see your current Network settings. (See <i>How to print a report</i> on page 71.) Reconnect the LAN cable to the hub to verify that the cable and network connections are good. If possible, try connecting the machine to a different port on your hub using a different cable. If the connections are good, the lower LED of the back panel of the machine will be green. |

Network difficulties (MFC-7440N, MFC-7840N and MFC-7840W only) (continued)

| Difficulties | Suggestions | |
|--|---|--|
| The network scanning feature does not work. The network PC Fax Receive feature does not work. | (For Windows® only) The firewall setting on your PC may be rejecting the necessary network connection. Follow the instructions below to configure Windows® Firewall. If you are using other personal firewall software, see the User's Guide for your software or contact the software manufacturer. | |
| The network printing feature does | For Windows® XP SP2 users: | |
| not work. | Click the Start button, Control Panel, Network and Internet Connections and then Windows Firewall. Make sure that Windows Firewall on the General tab is set to On. | |
| | Click the Advanced tab and Settings button of the Network Connection Settings. | |
| | 3 Click the Add button. | |
| | To add port 54925 for network scanning, enter the information below: 1. In Description of service : Enter any description, for example "Brother Scanner". 2. In Name or IP address (for example 192.168.0.12) of the computer hosting this service on your network : Enter "Localhost". 3. In External Port number for this service : Enter "54925" 4. In Internal Port number for this service : Enter "54925". 5. Make sure UDP is chosen. 6. Click OK . | |
| | 5 Click the Add button. | |
| | To add port 54926 for network PC Fax, enter the information below: 1. In Description of service : Enter any description, for example "Brother PC Fax". 2. In Name or IP address (for example 192.168.0.12) of the computer hosting this service on your network : Enter "Localhost". 3. In External Port number for this service : Enter "54926". 4. In Internal Port number for this service : Enter "54926". 5. Make sure UDP is chosen. 6. Click OK . | |
| | 7 If you still have trouble with your network connection, click the Add button. | |
| | 8 To add port 137 for network scanning, network printing and network PC Fax receiving, enter the information below: 1. In Description of service: - Enter any description, for example "Brother PC Fax receiving" 2. In Name or IP address (for example 192.168.0.12) of the computer hosting this service on your network: Enter "Localhost". 3. In External Port number for this service: Enter "137". 4. In Internal Port number for this service: Enter "137". 5. Make sure UDP is chosen. 6. Click OK. | |
| | Make sure if the new setting is added and is checked, and then click OK . | |

Network difficulties (MFC-7440N, MFC-7840N and MFC-7840W only) (continued)

| Difficulties | Suggestions | | |
|---|---|--|--|
| The network scanning feature does not work. | For Windows Vista® users: | | |
| The network PC Fax Receive feature does not work. | Click the Start button, Control Panel, Network and Internet, Windows Firewall and click Change settings. | | |
| The network printing feature does not work. | 2 When the User Account Control screen appears, do the following. | | |
| (continued) | Users who have administrator rights: Click Continue. | | |
| | For users who do not have administrator rights: Enter the administrator password and click OK. | | |
| | 3 Make sure that Windows Firewall on the General tab is set to On. | | |
| | 4 Click the Exceptions tab. | | |
| | 5 Click the Add port button. | | |
| | To add port 54925 for network scanning, enter the information below: 1. In Name: Enter any description. (for example "Brother Scanner") 2. In Port number: Enter "54925". 3. Make sure UDP is chosen. Then click OK. | | |
| | Click the Add port button. | | |
| | 8 To add port 54926 for Network PC Fax, enter the information below: 1. In Name: Enter any description. (for example "Brother PC Fax") 2. In Port number: Enter "54926". 3. Make sure UDP is chosen. Then click OK. | | |
| | Make sure that the new setting is added and is checked, and then click Apply. | | |
| | If you still have trouble with your network connection such as network scanning or printing, check File and Printer Sharing box in the Exceptions tab and then click Apply . | | |
| Your computer cannot find your machine. | For Windows® users: The firewall setting on your PC may be rejecting the necessary network connection. For details, see the instruction above. | | |
| | For Macintosh® users: Re-select your machine in the Device Selector application located in Macintosh HD/Library/Printers/Brother/Utilities/ DeviceSelector or from the Model pop-up menu of ControlCenter2. | | |

Improving the print quality

| Examples of poor print quality | Recommendation | | |
|--|--|--|--|
| White lines across the page | Make sure that you use paper that meets our specifications. A rough surfaced paper or thick print media can cause the problem. (See Acceptable paper and other print media on page 14.) | | |
| ABCDEFGH abcdefghijk | Make sure that you choose the appropriate media type in the printer driver or in the machine's Paper Type menu setting. (See Acceptable paper and other print media on page 14 and Basic tab in the Software User's Guide on the CD-ROM.) | | |
| 01234 | The problem may disappear by itself. Print multiple pages to clear this problem, especially if the machine has not been used for a long time. | | |
| | ■ The drum unit may be damaged. Put in a new drum unit. (See Replacing the drum unit on page 137.) | | |
| | ■ Wipe the laser scanner windows with a soft cloth. (See Cleaning the laser scanner window on page 128.) | | |
| AB¢DEFGH abcdefghijk ABCD | Make sure that a torn sheet of paper is not inside the machine covering the scanner window. | | |
| abcde | ■ The toner cartridge may be damaged. Put in a new toner cartridge. (See <i>Replacing a toner cartridge</i> on page 134.) | | |
| White lines down the page | ■ The drum unit may be damaged. Put in a new drum unit. (See Replacing the drum unit on page 137.) | | |
| | Make sure that you use paper that meets our specifications. (See Acceptable paper and other print media on page 14.) | | |
| B | ■ Choose Thick paper mode in the printer driver, choose Thick in the machine's Paper Type menu setting or use thinner paper than you are currently using. (See Paper type on page 21 and Basic tab in the Software User's Guide on the CD-ROM.) | | |
| | ■ Check the machine's environment. Conditions such as high humidity can cause hollow print. (See <i>Choosing a location</i> on page 86.) | | |
| Hollow print | ■ The drum unit may be damaged. Put in a new drum unit. (See Replacing the drum unit on page 137.) | | |
| | Make sure that you use paper that meets our specifications. (See Acceptable paper and other print media on page 14.) | | |
| ABCDEFGH abcdefghijk ABCD | Check the machine's environment. Conditions such as high temperatures and high humidity can increase the amount of background shading. (See Choosing a location on page 86.) | | |
| abcde 01234 | ■ The toner cartridge may be damaged. Put in a new toner cartridge. (See <i>Replacing a toner cartridge</i> on page 134.) | | |
| Grey background | ■ The drum unit may be damaged. Put in a new drum unit. (See Replacing the drum unit on page 137.) | | |

| Examples of poor print quality | Recommendation | | |
|--------------------------------|--|--|--|
| ABCDEFGH abodefqhijk | Make sure that the paper or other print media is loaded correctly in the paper tray and that the guides are not too tight or too loose against the paper stack. | | |
| ABCD | Set the paper guides correctly. (See Loading paper in the paper tray on page 9.) | | |
| 01234 | The paper tray may be too full. If you are using the manual feed slot, see Loading paper in the manual feed slot on page 10. | | |
| Page skewed | Check the paper type and quality. (See Acceptable paper and other print media on page 14.) | | |
| В | Make sure that you use paper that meets our specifications. Rough- surfaced paper or thick paper may cause the problem. (See Acceptable paper and other print media on page 14.) | | |
| B | Make sure that you choose the correct media type in the printer driver or in the machine's Paper Type menu setting. (See Acceptable paper and other print media on page 14 and Basic tab in the Software User's Guide on the CD-ROM.) | | |
| Ghost | ■ The drum unit may be damaged. Put in a new drum unit. (See Replacing the drum unit on page 137.) | | |
| | ■ The fuser unit may be contaminated. Call your Brother dealer for service. | | |
| | Check the paper type and quality. (See Acceptable paper and other print media on page 14.) | | |
| ABCDEFGH abcdefghijk ABCD | Make sure that paper is loaded correctly. (See Loading paper in the paper tray on page 9.) | | |
| abcde 01234 | ■ Turn over the stack of paper in the tray or rotate the paper 180° in the input tray. | | |
| Wrinkles or creases | | | |
| ABCDEFGH abcdefghijk | Choose Improve Toner Fixing mode in the printer driver. (See Device Options (For Windows®) or Print Settings (For Macintosh®) in the software User's Guide on the CD-ROM.) If you print only a few pages, change the printer driver setting in | | |
| ABCD abcde 01234 | Media Type to a thin setting. | | |
| Poor fixing | | | |

| Examples of poor print | Recommendation | | |
|---|--|--|--|
| quality | | | |
| ABCDEFGH abcdefghijk ABCD abcde 01234 | Check the paper type and quality. High temperatures and high humidity will cause paper to curl. If you do not use the machine often, the paper may have been in the paper tray too long. Turn over the stack of paper in the paper tray. Also, fan the paper stack and then rotate the paper 180° in the paper tray. | | |
| Curled or wavy | | | |
| 75 mm | Make ten copies of a blank, white sheet of paper. (See Making multiple copies on page 74.) If the problem is not solved, the drum unit may have glue from a label stuck on the OPC drum surface. Clean the drum unit. (See Cleaning the drum unit on page 131.) The drum unit may be damaged. Put in a new drum. (See Replacing the drum unit on page 137.) | | |
| White Spots on black text and graphics at 75 mm intervals | | | |
| 75 mm | | | |
| Black Spots at 75 mm intervals | | | |

| Examples of poor print quality | Recommendation | | |
|---------------------------------------|--|--|--|
| ABCDEFGH | Check the machine's environment. Conditions such as humidity, high temperatures, and so on, may cause this print fault. (See Choosing a location on page 86.) | | |
| abcdefghijk ABCD abcde 01234 | ■ If the whole page is too light, Toner Save mode may be on. Turn off Toner Save mode in the machine menu settings or Toner Save mode in the printer Properties of the driver. (See Toner Save on page 23 or Advanced tab in the Software User's Guide on the CD-ROM.) | | |
| Faint | ■ Clean the scanner window and the corona wire of the drum unit. (See Cleaning the laser scanner window on page 128 and Cleaning the corona wire on page 129.) | | |
| | ■ The toner cartridge may be damaged. Put in a new toner cartridge. (See Replacing a toner cartridge on page 134.) | | |
| | ■ The drum unit may be damaged. Put in a new drum unit. (See Replacing the drum unit on page 137.) | | |
| ABÇDEFGH | Make sure that you use paper that meets our specifications. Rough- surfaced paper may cause the problem. (See Acceptable paper and other print media on page 14.) | | |
| abcdefghijk ABCD | ■ Clean the corona wire and the drum unit. (See Cleaning the corona wire on page 129 and Cleaning the drum unit on page 131.) | | |
| abcde 01234 | ■ The drum unit may be damaged. Put in a new drum unit. (See Replacing the drum unit on page 137.) | | |
| Toner specks | ■ The fuser unit may be contaminated. Call your Brother dealer for service. | | |
| | ■ Clean the corona wire inside the drum unit by sliding the green tab. Be sure to return the green tab to the home position (▲). (See Cleaning the corona wire on page 129.) | | |
| | ■ The drum unit may be damaged. Put in a new drum unit. (See Replacing the drum unit on page 137.) | | |
| | ■ The fuser unit may be contaminated. Call your Brother dealer for service. | | |
| All black | | | |

| Examples of poor print quality | Recommendation | |
|---|--|--|
| | Make sure that you use paper that meets our specifications. (See Acceptable paper and other print media on page 14.) | |
| ABCDEFGH- abcdefghijk ABCD_ | If you use label sheets for laser machines, the glue from the sheets may sometimes stick to the OPC drum surface. Clean the drum unit. (See Cleaning the drum unit on page 131.) | |
| abcde 01234 | Do not use paper that has clips or staples because they will scratch the surface of the drum. | |
| Black toner marks across the page | If the unpacked drum unit is in direct sunlight or room light, the unit may be damaged. | |
| page | ■ The toner cartridge may be damaged. Put in a new toner cartridge. (See <i>Replacing a toner cartridge</i> on page 134.) | |
| | ■ The drum unit may be damaged. Put in a new drum unit. (See Replacing the drum unit on page 137.) | |
| ABCDEFGH abcdefghijk ABCD abcde 01234 | Clean the laser scanner window and the corona wire inside the drum unit. (See Cleaning the laser scanner window on page 128 and Cleaning the corona wire on page 129.) The drum unit may be damaged. Put in a new drum unit. (See Replacing the drum unit on page 137.) | |
| Line across the page | | |
| ABCDEFGH abcdefghijk | ■ Clean the corona wire inside the drum unit by sliding the green tab. Be sure to return the green tab to the home position (▲). (See Cleaning the corona wire on page 129.) ■ The toner cartridge may be damaged. Put in a new toner cartridge. | |
| A B C D a b c d e | (See Replacing a toner cartridge on page 134.) The drum unit may be damaged. Put in a new drum unit. (See | |
| 01234 | Replacing the drum unit on page 137.) | |
| Black lines down the page | ■ The fuser unit may be smudged. Call your Brother dealer for service. | |
| Printed pages have toner stains down the page | | |

| Examples of poor print quality | Recommendation | |
|--|--|--|
| ABCDEFGH abcdefghijk ABCD abcde 01234 Curled | Choose Reduce Paper Curl mode in the printer driver when you do not use our recommended paper. (See Device Options (For Windows®) or Print Settings (For Macintosh®) in the Software User's Guide on the CD-ROM.) Turn the paper over in the paper tray, and print again. (Excluding Letterhead paper) Lift up the output tray support flap. Replace the paper in the paper tray with paper from a freshly opened ream. Make sure you are using paper that is recommended for your | |
| | machine. (See Acceptable paper and other print media on page 14.) | |

Setting dial tone detection

When you send a fax automatically, by default your machine will wait for a fixed amount of time before it starts to dial the number. By changing the Dial Tone setting to Detection you can make your machine dial as soon as it detects a dial tone. This setting can save a small amount of time when sending a fax to many different numbers. If you change the setting and start having problems with dialling you should change back to the default No Detection setting.

- (for New Zealand) Press Menu, 0, 4. Press Menu, 0, 5.
- Press ▲ or ▼ to choose Detection or No Detection. Press OK
- 3 Press Stop/Exit.

Telephone line interference

If you are having difficulty sending or receiving a fax due to possible interference on the telephone line, we recommend that you adjust the Equalization for compatibility to reduce the modem speed for fax operations.

- 1 Press Menu, 2, 0, 1.
- Press ▲ or ▼ to choose

 Basic(for VoIP) or Normal or

 High (MFC-7450, MFC-7840N and

 MFC-7840W).
 - Basic (for VoIP) cuts the modem speed to 9600 bps. and turns the error correction mode (ECM) off.

For a standard telephone line: If you regularly experience interference on your standard telephone line try this setting.

If you are using VoIP: VoIP service providers offer fax support using various standards. If you regularly experience fax transmission errors try this setting.

- Normal sets the modem speed at 14400 bps.
- High sets the modem speed at 33600 bps. (MFC-7450, MFC-7840N and MFC-7840W only)

Press OK.

3 Press Stop/Exit.



When you change the compatibility to Basic (for VoIP), the ECM feature is not available.

В

Error and maintenance messages

As with any sophisticated office product, errors may occur and consumable items may need to be replaced. If this happens, your machine identifies the error or required routine maintenance and shows the appropriate message. The most common error and maintenance messages are shown below.

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

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

| Error Message | Cause | Action |
|-----------------|---|--|
| Cartridge Error | The toner cartridge is not installed correctly. | Pull out the drum unit, take out the toner cartridge that is indicated on the LCD, and put it back into the drum unit again. |
| Drum End Soon | The drum unit is near the end of its life. | Use the drum unit until you have a print quality problem; then replace the drum unit with a new one. |
| | | (See Replacing the drum unit on page 137.) |
| Size mismatch | The paper in the tray is not the correct size. | Load the correct size of paper in the tray and set the "Paper Size" (Menu , 1 , 3 (See <i>Paper size</i> in Chapter 3)). |
| Comm.Error | Poor telephone line quality caused a communication error. | Try sending the fax again or try connecting the machine to another telephone line. If the problem continues, call the telephone company and ask them to check your telephone line. |
| Connection Fail | You tried to poll a fax machine that is not in Polled Waiting mode. | Check the other fax machine's polling setup. |

| Error Message | Cause | Action |
|--------------------------------|---|--|
| Cooling Down W ait for a while | The temperature of the drum unit or toner cartridge is too hot. The machine will pause its current print job and go into cooling down mode. During the cooling down mode, you will hear the cooling fan running while the LCD shows Cooling Down, and Wait for a while. | Make sure that you can hear the fan in the machine spinning and that the exhaust outlet is not blocked by something. |
| | | If the fan is spinning, remove any obstacles that surround the exhaust outlet, and then leave the machine turned on but do not use it for several minutes. |
| | | If the fan is not spinning do one of the following: |
| | | (MFC-7340 and MFC-7440N only) See <i>Transferring your faxes or Fax Journal report</i> on page 118 before disconnecting the machine so you will not lose any important messages. Then, disconnect the machine from the power for several minutes and then reconnect it. |
| | | (MFC-7450, MFC-7840N and MFC-7840W only) Disconnect the machine from the power for several minutes, then reconnect it. (The machine can be turned off for up to 4 days without losing faxes stored in the memory. See <i>Transferring your faxes or Fax Journal report</i> on page 118.) |
| Cover is Open | The front cover is not closed completely. | Close the front cover of the machine. |
| Cover is Open | The fuser cover is not closed completely. | Close the fuser cover of the machine. |
| Cover is Open | The fuser cover is not closed completely or paper was jammed in the back of the machine when you turned on the power. | Make sure paper is not jammed inside the back of the machine, and then close the fuser cover and press Start . |
| Disconnected | The other person or other person's fax machine stopped the call. | Try to send or receive again. |
| Document Jam | The document was not inserted or fed correctly, or the document scanned from the ADF was too long. | See Document jams on page 120 or Using the automatic document feeder (ADF) on page 19. |
| Drum Error | The corona wire on the drum unit needs to be cleaned. | Clean the corona wire on the drum unit. (See Cleaning the corona wire on page 129.) |
| | The drum unit has reached the end of its life. | Replace the drum unit. (See Replacing the drum unit on page 137.) |

| Error Message | Cause | Action |
|-------------------|---|--|
| Fuser Error | The temperature of fuser unit does not rise at a specified temperature within specified time. The fuser unit is too hot. | Turn the power switch off, wait a few seconds, and then turn it on again. Leave the machine for 15 minutes with the power on. The MFC-7450, MFC-7840N and MFC-7840W can be turned off for up to 4 days without losing faxes stored in the memory. (See <i>Transferring your faxes or Fax Journal report</i> on page 118.) |
| Init Unable XX | The machine has a mechanical | Do one of the following: |
| (XX = Enter Code) | problem. | (MFC-7340 and MFC-7440N only) See Transferring your faxes or Fax Journal report on page 118 before disconnecting the machine so you will not lose any important messages. Then, disconnect the machine from the power for several minutes and then reconnect it. |
| | | (MFC-7450, MFC-7840N and MFC-7840W only) Disconnect the machine from the power for several minutes, then reconnect it. (The machine can be turned off for up to 4 days without losing faxes stored in the memory. See Transferring your faxes or Fax Journal report on page 118.) |
| Jam Rear | The paper is jammed in the back of the machine. | (See <i>Paper jams</i> on page 121.) |
| Jam Inside | The paper is jammed inside the machine. | (See Paper jams on page 121.) |
| Jam Tray | The paper is jammed in the paper tray of the machine. | (See Paper jams on page 121.) |
| No Paper | The machine is out of paper or paper is not correctly loaded in the paper tray. | Do one of the following: |
| | | Refill the paper in the paper tray, and then press Start. |
| | | Remove the paper and load it again, and then press Start. |
| No Response/Busy | The number you dialled does not answer or is busy. | Verify the number and try again. |
| Not Registered | You tried to access a One Touch or Speed Dial number that is not programmed. | Set up the One Touch or Speed Dial number. (See Storing one touch dial numbers on page 57 and Storing speed dial numbers on page 58.) |

| Error Message | Cause | Action |
|-------------------|-------------------------------|--|
| Out of Memory | The machine's memory is full. | Fax sending or copy operation in progress |
| | | Do one of the following: |
| | | Press Start to send or copy the scanned pages. |
| | | Press Stop/Exit and wait until the other operations in progress finish, and then try again. |
| | | Clear the data from the memory. (See Out of memory message on page 40 or page 79.) |
| | | Print operation in process |
| | | Do one of the following: |
| | | Reduce print resolution. (See Advanced tab in the Software User's Guide on the CD-ROM.) |
| | | ■ Clear the faxes from the memory. (See Out of memory message on page 79.) |
| Print Unable XX | The machine has a mechanical | Do one of the following: |
| (XX = Enter Code) | problem. | (MFC-7340 and MFC-7440N only) See Transferring your faxes or Fax Journal report on page 118 before disconnecting the machine so you will not lose any important messages. Then, disconnect the machine from the power for several minutes and then reconnect it. |
| | | ■ (MFC-7450, MFC-7840N and MFC-7840W only) Disconnect the machine from the power for several minutes, then reconnect it. (The machine can be turned off for up to 4 days without losing faxes stored in the memory. See <i>Transferring your faxes or Fax Journal report</i> on page 118.) |

| Error Message | Cause | Action |
|-------------------|---|---|
| Scan Unable XX | The machine has a mechanical | Do one of the following: |
| (XX = Enter Code) | problem. | (MFC-7340 and MFC-7440N only) See Transferring your faxes or Fax Journal report on page 118 before disconnecting the machine so you will not lose any important messages. Then, disconnect the machine from the power for several minutes and then reconnect it. |
| | | (MFC-7450, MFC-7840N and MFC-7840W only) Disconnect the machine from the power for several minutes, then reconnect it. (The machine can be turned off for up to 4 days without losing faxes stored in the memory. See Transferring your faxes or Fax Journal report on page 118.) |
| Toner Life End | The drum unit and toner cartridge | Do one of the following: |
| | assembly is not installed correctly, or the toner cartridge is used up and printing is not possible. | Re-install the toner cartridge and drum unit assembly. |
| | | Replace the empty toner cartridge with a new one. (See Replacing a toner cartridge on page 134.) |
| Toner Low | If the LCD shows Toner Low, you can still print; however, the machine is telling you that the toner cartridge is near the end of its life and the toner will soon need replacing. | Order a new toner cartridge now. |

Transferring your faxes or Fax Journal report

If the LCD shows:

- Init Unable XX
- Print Unable XX
- Scan Unable XX

We recommend transferring your faxes to another fax machine or to your PC. (See *Transferring faxes to another fax machine* on page 119 or *Transferring faxes to your PC* on page 119.)

You can also transfer the Fax Journal report to see if there are any faxes you need to transfer. (See *Transferring Fax Journal report to another fax machine* on page 119.)



Note

If there is an error message on the machine's LCD, after the faxes have been transferred, disconnect the machine from the power source for several minutes, and then reconnect it.

В

Transferring faxes to another fax machine

If you have not set up your Station ID (See *Quick Setup Guide*), you cannot enter fax transfer mode.

- 1 Press Menu, 9, 0, 1.
- 2 Do one of the following:
 - If the LCD shows No Data, there are no faxes left in the machine's memory.
 Press Stop/Exit.
 - Enter the fax number to which faxes will be forwarded.
- 3 Press Start.

Transferring faxes to your PC

You can transfer the faxes from your machine's memory to your PC.

- 1 Make sure that you have installed MFL-Pro Suite on your PC, and then turn on PC-Fax Receiving on the PC. (For details about PC Fax Receive, see PC-FAX receiving in the Software User's Guide on the CD-ROM.)
- 2 Make sure that you have set

 PC Fax Receive on the machine.

 (See PC fax receive on page 62.)

 If faxes are in the machine's memory
 when you set up PC Fax Receive, the
 LCD will ask if you want to transfer the
 faxes to your PC.
- Oo one of the following:
 - To transfer all faxes to your PC, press 1. You will be asked if you want a backup print.
 - To exit and leave the faxes in the memory, press 2.
- 4 Press Stop/Exit.

Transferring Fax Journal report to another fax machine

If you have not set up your Station ID (See *Quick Setup Guide*), you cannot enter fax transfer mode.

- 1 Press Menu, 9, 0, 2.
- 2 Enter the fax number to which the Fax Journal report will be forwarded.
- 3 Press Start.

Document jams

If the document is jammed, follow the steps below.



After removing a jammed document, check that no paper scraps are left in the machine that could cause another jam.

Document is jammed in the top of the ADF unit

- 1 Take out any paper from the ADF that is not jammed.
- Open the ADF cover.
- 3 Pull the jammed document out to the left



- 4 Close the ADF cover.
- 5 Press Stop/Exit.

Document is jammed under the document cover

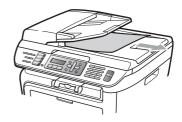
- 1 Take out any paper from the ADF that is not jammed.
- 2 Lift the document cover.
- Pull the jammed document out to the right.



- 4 Close the document cover.
- 5 Press Stop/Exit.

Document is jammed at the output tray

1 Pull the jammed document out to the right.



2 Press Stop/Exit.

Paper jams

To clear paper jams, please follow the steps in this section.



- Please confirm that you have installed both a toner cartridge and a drum unit in the machine. If you have not installed a drum unit or have installed the drum unit incorrectly, then this may cause a paper jam in your Brother machine.
- If the error message remains, open and close the front cover and fuser cover firmly to reset the machine.



WARNING



HOT SURFACE

After you have just used the machine, some internal parts of the machine will be extremely hot. To prevent injury, when you open the front or back cover (back output tray) of the machine, DO NOT touch the shaded parts shown in the illustration.





0 0

CAUTION

To prevent damage to the machine caused by static electricity, DO NOT touch the electrodes shown in the illustration.

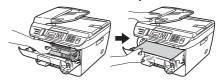


Paper is jammed inside the machine

Open the front cover.



Slowly take out the drum unit and toner cartridge assembly. The jammed paper will be pulled out with the toner cartridge and drum unit assembly.

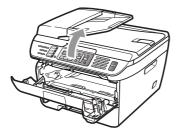


R

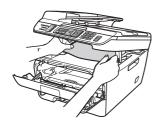
CAUTION

We recommend that you place the drum unit and toner cartridge assembly on a clean, flat surface with a sheet of disposable paper or cloth underneath it in case you accidentally spill or scatter toner.

If you cannot remove the drum unit and toner cartridge assembly easily, do not use extra force. Instead, lift the scanner cover.

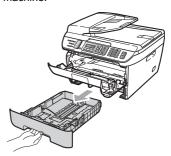


Use both hands to carefully pull the jammed paper up and out of the output tray opening.

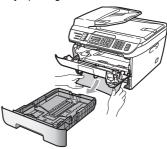


Close the scanner cover.

If you cannot pull the jammed paper out of the output tray opening, take the paper tray completely out of the machine.



6 Pull the jammed paper out of the paper tray opening.



7 Put the drum unit and toner cartridge assembly back in the machine.



- 8 Put the paper tray back in the machine.
- Olose the front cover.

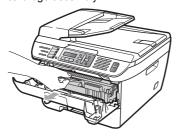
В

Paper is jammed at the back of the machine

Open the front cover.



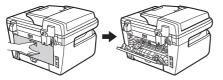
Slowly take out the drum unit and toner cartridge assembly.



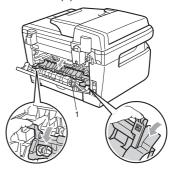
CAUTION

We recommend that you place the drum unit and toner cartridge assembly on a clean, flat surface with a sheet of disposable paper or cloth underneath it in case you accidentally spill or scatter toner.

Open the back cover (back output tray).



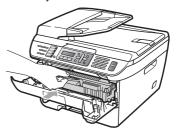
4 Pull the tabs toward you to open the fuser cover (1).



5 Pull the jammed paper out of the fuser unit.



- 6 Close the back cover (back output tray).
- 7 Put the drum unit and toner cartridge assembly back in the machine.



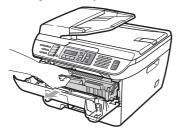
8 Close the front cover.

Paper is jammed inside the drum unit and toner cartridge assembly

Open the front cover.



Slowly take out the drum unit and toner cartridge assembly.



CAUTION

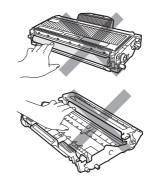
We recommend that you place the drum unit and toner cartridge assembly on a clean, flat surface with a sheet of disposable paper or cloth underneath it in case you accidentally spill or scatter toner. 3 Push down the green lock lever and take the toner cartridge out of the drum unit.



CAUTION

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

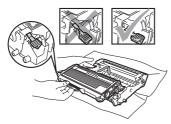
To avoid print quality problems, DO NOT touch the shaded parts shown in the illustrations below.



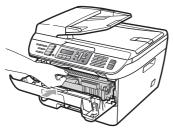
Clear the jammed paper if there is any inside the drum unit.

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5 Put the toner cartridge back into the drum unit until you hear it lock into place. If you put it in correctly, the green lock lever will lift automatically.



6 Put the drum unit and toner cartridge assembly back in the machine.



Close the front cover.

Routine maintenance



WARNING

Use neutral detergents.

DO NOT use any flammable substances, spray or organic solvent/liquids containing alcohol/ammonia to clean the inside or outside of the machine. Doing this may cause a fire or electrical shock. For more infomation see *Important Safety Instructions* on page 96.



CAUTION

The drum unit contains toner, so handle it carefully. If toner scatters on your hands or clothes, wipe or wash it off with cold water at once

Cleaning the outside of the machine

- 1 Turn off the machine. Unplug the telephone line cord first, disconnect all cables, and then unplug the power cord from the electrical socket.
- Pull the paper tray completely out of the machine.



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



Remove any paper that is in the paper tray.

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



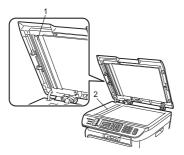
- 6 Re-load the paper and put the paper tray firmly back in the machine.
- Plug the machine's power cord back into the electrical socket first, and reconnect all cables and telephone line cord. Turn on the machine.

Cleaning the scanner glass

- 1 Turn off the machine. Unplug the telephone line cord first, disconnect all cables and then unplug the power cord from the electrical socket.
- 2 Lift the document cover (1). Clean the white plastic surface (2) and scanner glass (3) underneath it with a soft lint-free cloth moistened with water.



In the ADF unit, clean the white bar (1) and the scanner glass strip (2) underneath it with a soft lint-free cloth moistened with water.



Plug the machine's power cord back into the electrical socket first, and reconnect all cables and telephone line cord. Turn on the machine.



🛮 🗷 Note

In addition to cleaning the scanner glass and glass strip with a soft lint-free cloth moistened with water, run your finger tip over the glass to see if you can feel anything on it. If you feel dirt or debris, clean the glass again concentrating on that area. You may need to repeat the cleaning process three or four times. To test, make a copy after each cleaning.

Cleaning the laser scanner window



WARNING

Use neutral detergents.

DO NOT use any flammable substances, spray or organic solvent/liquids containing alcohol/ammonia to clean the inside or outside of the machine. Doing this may cause a fire or electrical shock. For more infomation see Important Safety Instructions on page 96.

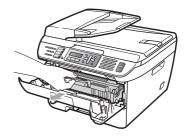


CAUTION

DO NOT touch the laser scanner window with your fingers.

- Before you clean the inside of the machine, turn off the machine. Unplug the telephone line cord first, and then unplug the power cord from the electrical socket.
- Open the front cover and slowly take out the drum unit and toner cartridge assembly.







WARNING



⚠ HOT SURFACE

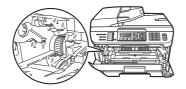
After you have just used the machine, some internal parts of the machine will be extremely hot. To prevent injury, when you open the front or back cover (back output tray) of the machine, DO NOT touch the shaded parts shown in the illustration.





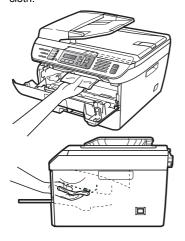
CAUTION

To prevent damage to the machine caused by static electricity, DO NOT touch the electrodes shown in the illustration.



We recommend that you place the drum unit on a clean, flat surface with a sheet of disposable paper or cloth underneath it in case you accidentally spill or scatter toner.

Wipe the laser scanner window by wiping it with a clean soft, dry lint-free cloth.



4 Put the drum unit and toner cartridge assembly back in the machine.



- 6 Close the front cover.
- 6 Plug the machine's power cord back into the electrical socket first, and then plug in the telephone line cord.
 Turn on the machine.

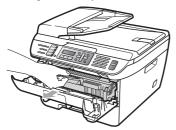
Cleaning the corona wire

If you have print quality problems, clean the corona wire as follows:

- 1 Turn off the machine. Unplug the telephone line cord first, disconnect all cables, and then unplug the power cord from the electrical socket.
- Open the front cover.



Slowly take out the drum unit and toner cartridge assembly.

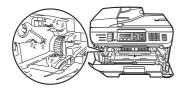


CAUTION

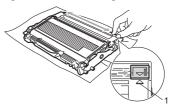
We recommend that you place the drum unit and toner cartridge assembly on a clean, flat surface with a sheet of disposable paper or cloth underneath it in case you accidentally spill or scatter toner.

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

To prevent damage to the machine caused by static electricity, DO NOT touch the electrodes shown in the illustration.



4 Clean the corona wire inside the drum unit by gently sliding the green tab from right to left and left to right several times.



CAUTION

Be sure to return the green tab to the home position (**A**) (1). If you do not, printed pages may have a vertical stripe.

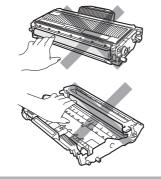
5 Put the drum unit and toner cartridge assembly back in the machine.



- 6 Close the front cover.
- Plug the machine's power cord back into the electrical socket first, and then reconnect all cables and telephone line cord. Turn on the machine.



To avoid print quality problems, DO NOT touch the shaded parts shown in the illustrations below.



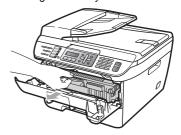
Cleaning the drum unit

If you have print quality problems, clean the drum unit as follows.

- 1 Turn off the machine. Unplug the telephone line cord first, and then unplug the power cord from the electrical socket.
- 2 Open the front cover.

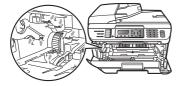


3 Slowly take out the drum unit and toner cartridge assembly.



CAUTION

We recommend that you put the drum unit and toner cartridge assembly on a clean, flat surface with a sheet of disposable paper or cloth underneath it in case you accidentally spill or scatter toner. To prevent damage to the machine caused by static electricity, DO NOT touch the electrodes shown in the illustration.

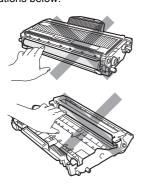


Push down the green lock lever and take the toner cartridge out of the drum unit.



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

To avoid print quality problems, DO NOT touch the shaded parts shown in the illustrations below



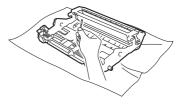
5 Put the print sample in front of the drum unit, and find the exact position of the poor print.



6 Turn the drum unit gear by hand while looking at the surface of the OPC drum (1).



7 When you have found the mark on the drum that matches the print sample, wipe the surface of the OPC drum with a dry cotton swab until the dust or glue on the surface comes off.



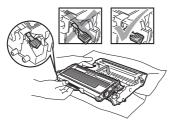
CAUTION

The drum is photosensitive so DO NOT touch it with your fingers.

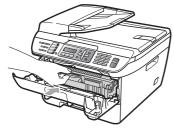
DO NOT clean the surface of the photosensitive drum with a sharp object.

DO NOT use excessive force when cleaning the drum unit.

8 Put the toner cartridge back into the drum unit until you hear it lock into place. If you put the cartridge in correctly, the green lock lever will lift automatically.



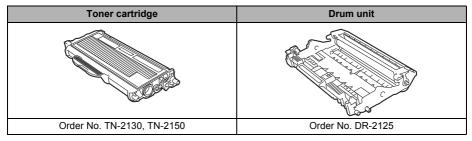
9 Put the drum unit and toner cartridge assembly back in the machine.



- 10 Close the front cover.
- 11 Plug the machine's power cord back into the electrical socket first, and then reconnect all cables and telephone line cord. Turn on the machine.

Replacing the consumable items

You will need to replace the consumable items when the machine indicates that the life of the consumable is over.





- Discard used consumable items according to local regulations, keeping it separate from domestic waste. If you have questions, call your local waste disposal office. Be sure to reseal the consumable items tightly so that the material inside does not spill.
- We recommend placing used consumable items on a sheet of paper to prevent accidentally spilling or scattering the material inside.
- If you use paper that is not a direct equivalent for the recommended paper, the life of consumable items and machine parts may be reduced.

Replacing a toner cartridge

The High Yield toner cartridges can print approximately 2,600 pages ¹ and the Standard toner cartridges can print approximately 1,500 pages ¹. Actual page count will vary depending on your average type of document (i.e., standard letter, detailed graphics).

When a toner cartridge is running low, the LCD shows Toner Low.

Approx. cartridge yield is declared in accordance with ISO/IEC 19752.



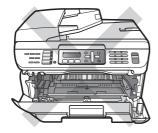
It is a good idea to keep a new toner cartridge ready for use when you see the Toner Low warning.

$oldsymbol{\Lambda}$

WARNING

M HOT SURFACE

After you have just used the machine, some internal parts of the machine will be extremely hot. To prevent injury, when you open the front or back cover (back output tray) of the machine, DO NOT touch the shaded parts shown in the illustration.



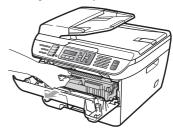


Open the front cover.



2

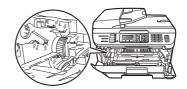
Slowly take out the drum unit and toner cartridge assembly.



CAUTION

We recommend that you put the drum unit and toner cartridge assembly on a clean, flat surface with a sheet of disposable paper or cloth underneath it in case you accidentally spill or scatter toner.

To prevent damage to the machine caused by static electricity, DO NOT touch the electrodes shown in the illustration.



3 Push down the green lock lever and take the used toner cartridge out of the drum unit.



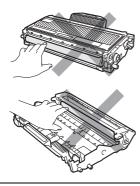
WARNING

DO NOT put a toner cartridge into a fire. It could explode, resulting in injuries.

CAUTION

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

To avoid print quality problems, DO NOT touch the shaded parts shown in the illustrations.



Brother machines are designed to work with toner of a particular specification and will work to a level of optimum performance when used with genuine Brother toner cartridges (TN-2130/TN-2150). Brother cannot guarantee this optimum performance if toner or toner 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 toner from other sources. If damage is caused to the drum unit or other parts of this machine as a result of the use of toner or toner 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 may not be covered by the warranty.

Unpack the toner cartridge just before you put it in the machine. If a toner cartridge is left unpacked for a long time, the toner life will be shortened.



Note

Be sure to seal up the used toner cartridge tightly in a suitable bag so that toner powder does not spill out of the cartridge.

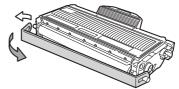


4 Unpack the new toner cartridge. Hold the cartridge level with both hands and gently rock it from side to side five or six times to spread the toner evenly inside the cartridge.

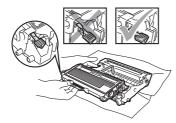




Pull off the protective cover.



Put the new toner cartridge firmly into the drum unit until you hear it lock into place. If you put it in correctly, the lock lever will lift automatically.





Make sure that you put in the toner cartridge correctly or it may separate from the drum unit.

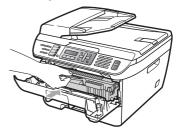
Clean the corona wire of the drum unit by gently sliding the green tab from right to left and left to right several times.



CAUTION

Be sure to return the green tab to the home position (**A**) (1). If you do not, printed pages may have a vertical stripe.

8 Put the drum unit and toner cartridge assembly back in the machine.



Olose the front cover.



DO NOT turn off the machine or open the front cover until the LCD returns to the standby state.

Replacing the drum unit

The machine uses a drum unit to create print images on paper. If the LCD shows Drum End Soon, the drum unit is near the end of its life and it is time to buy a new one. Even if the LCD shows Drum End Soon, you may be able to continue printing without having to replace the drum unit for a while. However, if there is a noticeable deterioration in the output print quality (even before Drum End Soon appears), then the drum unit should be replaced. You should clean the machine when you replace the drum unit. (See Cleaning the laser scanner window on page 128.)



While removing the drum unit, handle it carefully because it may contain toner. If toner scatters on your hands or clothes, wipe or wash it off with cold water at once.



The drum unit is a consumable item, and it is necessary to replace it periodically. There are many factors that determine the actual drum life, such as temperature, humidity, type of paper and how much toner you use for the number of pages per print job. The estimated drum life is approximately 12,000 pages ¹. The actual number of pages your drum will print may be significantly less than this estimate. Because we have no control over the many factors that determine the actual drum life, we cannot guarantee a minimum number of pages that will be printed by your drum.

Drum yield is approximate, and may vary by type of use.



WARNING



HOT SURFACE

After you have just used the machine, some internal parts of the machine will be extremely hot. To prevent injury, when you open the front or back cover (back output tray) of the machine, DO NOT touch the shaded parts shown in the illustration.

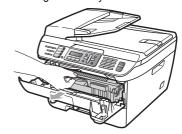




1 Open the front cover.



Slowly take out the drum unit and toner cartridge assembly.

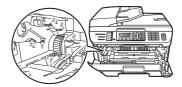


CAUTION

We recommend that you put the drum unit and toner cartridge assembly on a clean, flat surface with a sheet of disposable paper or cloth underneath it in case you accidentally spill or scatter toner.

В

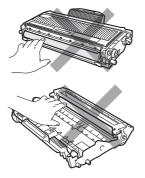
To prevent damage to the machine caused by static electricity, DO NOT touch the electrodes shown in the illustration.



3 Push down the green lock lever and take the toner cartridge out of the drum unit.



To avoid print quality problems, DO NOT touch the shaded parts shown in the illustrations.

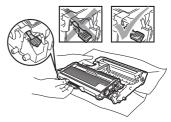


Wait to unpack a new drum unit until immediately before you put it in the machine. Exposure to direct sunlight or room light may damage the drum unit.



Be sure to seal up the used drum unit tightly in a bag so that toner powder does not spill out of the unit.

- 4 Unpack the new drum unit.
- Dut the toner cartridge firmly into the new drum unit until you hear it lock into place. If you put the cartridge in correctly, the green lock lever will lift automatically.



A CAUTION

Make sure that you put in the toner cartridge correctly or it may separate from the drum unit.

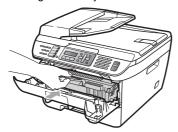
6 Clean the corona wire of the drum unit by gently sliding the green tab from right to left and left to right several times.



CAUTION

Be sure to return the green tab to the home position (**A**) (1). If you do not, printed pages may have a vertical stripe.

Put the new drum unit and toner cartridge assembly in the machine.



- 8 Press Clear/Back. To confirm you are installing a new drum, press 1.
- 9 When the LCD shows Accepted, close the front cover.

Machine information

Checking the serial number

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

- 1 (For MFC-7340) Press **Menu**, **4**, **1**. (For MFC-7450 and MFC-7440N) Press **Menu**, **5**, **1**. (For MFC-7840N and MFC-7840W) Press **Menu**, **6**, **1**.
- 2 Press Stop/Exit.

Checking the page counters

You can see the machine's page counters for copies, printed pages, reports and lists, faxes or a summary total.

- 1 (For MFC-7340) Press Menu, 4, 2. (For MFC-7450 and MFC-7440N) Press Menu, 5, 2. (For MFC-7840N and MFC-7840W) Press Menu, 6, 2.
- Press ▲ or ▼ to choose Total, Copy, Print Or Fax/List. You can see the machine's page count.
- 3 Press Stop/Exit.

Checking the Drum life

You can see the machine's drum life on the LCD.

- 1 (For MFC-7340) Press **Menu**, **4**, **3**. (For MFC-7450 and MFC-7440N) Press **Menu**, **5**, **3**. (For MFC-7840N and MFC-7840W) Press **Menu**, **6**, **3**.
- Press OK. You can see the remaining percentage of drum life.
- 3 Press Stop/Exit.

R

Packing and shipping the machine

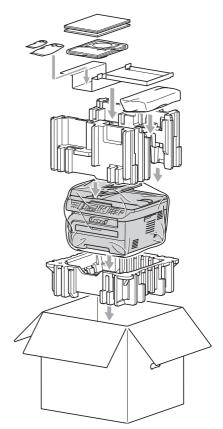
CAUTION

Make sure that the machine has fully cooled down by leaving it disconnected from the power for at least 30 minutes before packing.

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

- Turn off the machine.
- Unplug the machine from the telephone wall socket.
- Unplug all the cables and AC power cord from the machine.
- 4 Open the front cover.
- Remove the drum unit and toner cartridge assembly. Leave the toner cartridge installed in the drum unit.
- 6 Place the drum unit and toner cartridge assembly into the plastic bag and seal the bag.
- Close the front cover.
- Wrap the machine in the plastic bag and place it in the original carton with the original packing material.

9 Pack the drum unit and toner cartridge assembly, AC cord and printed materials in the original carton as shown below:



10 Close the carton and tape it shut.

C

Menu and features

On-screen programming

Your machine has been designed to be easy to use. The LCD provides on-screen programming using the menu keys.

We have created step by step on-screen instructions to help you program your machine. Simply follow the steps as they guide you through the menu selections and programming options.

Menu table

You can program your machine by using the *Menu table* on page 144. These pages list the menu selections and options.

Press **Menu** followed by the menu numbers to program your machine.

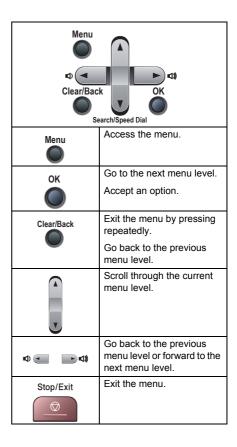
For example, to set Beeper volume to Low:

- 1 Press Menu, 1, 4, 2.
- Press ▲ or ▼ to choose Low.
- 3 Press OK.

Memory storage

Your menu settings are stored permanently, and in the event of a power failure will *not* be lost. Temporary settings (for example, Contrast, Overseas Mode) *will* be lost. The MFC-7450, MFC-7840N and MFC-7840W can store the date and time up to 4 days.

Menu keys



How to access the menu mode

- 1 Press Menu.
- 2 Choose an option.
 - Press 1 for General Setup menu.
 - Press 2 for Fax menu.
 - Press 3 for Copy menu.
 - (MFC-7340 only)

Press 4 for Machine info. menu.

■ (MFC-7450 and MFC-7440N only)

Press 4 for LAN menu

Press 5 for Machine Info. menu.

■ (MFC-7840N and MFC-7840W only)

Press 4 for Printer menu.

Press 5 for LAN menu.

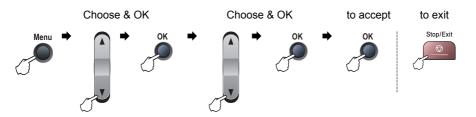
Press 6 for Machine info. menu.

- Press 9 for Service menu. 1
- Press **0** for Initial Setup.
- This will appear only when the LCD shows an error message.

You can also scroll through each menu level by pressing **▲** or **▼** for the direction you want.

- 3 Press **OK** when the option you want appears on the LCD.
 The LCD will then show the next menu level.
- 4 Press ▲ or ▼ to scroll to your next menu selection
- Press OK. When you have finished setting an option, the LCD will show Accepted.
- 6 Press Stop/Exit to exit Menu mode.

Menu table



| Main Menu | Submenu | Menu Selections | Options | Descriptions | Page |
|-----------|--------------|-----------------|---------------------|---|------|
| 1.General | 1.Mode Timer | _ | 0 Sec | Sets the time to return to | 21 |
| Setup | | | 30 Secs | Fax mode and the time the machine will change | 30 |
| | | | 1 Min | from individual user to | |
| | | | 2 Mins* | public user when using Secure Function Lock. | |
| | | | 5 Mins | | |
| | | | Off | | |
| | 2.Paper Type | _ | Thin | Sets the type of paper in | 21 |
| | | | Plain* | the paper tray. | |
| | | | Thick | | |
| | | | Thicker | | |
| | | | Transparency | | |
| | | | Recycled Paper | | |
| | 3.Paper Size | _ | A4* | Sets the size of the paper | 21 |
| | | | Letter | in the paper tray. | |
| | | | Legal (for Asia) | | |
| | | | Executive | | |
| | | | A5 | | |
| | | | A6 | | |
| | | | В5 | | |
| | | | В6 | | |
| | | | Folio (for Asia) | | |

| Main Menu | Submenu | Menu Selections | Options | Descriptions | Page |
|----------------------|--------------------|--|---------------------------------|--|------|
| l.General | 4.Volume | 1.Ring | Off | Adjusts the ring volume. | 22 |
| Setup (continued) | | | Low | | |
| (, | | | Med* | | |
| | | | High | | |
| | | 2.Beeper | Off | Adjusts the volume level | 22 |
| | | | Low | of the beeper. | |
| | | | Med* | | |
| | | | High | | |
| | | 3.Speaker | Off | Adjusts the speaker | 22 |
| | | | Low | volume. | |
| | | | Med* | | |
| | | | High | | |
| | 5.Daylight Save | _ | On* | Changes for Daylight | 23 |
| | | | Off | Savings Time automatically. | |
| | 6.Ecology | 1.Toner Save | On | Increases the page yield | 23 |
| | | | Off* | of the toner cartridge. | |
| | | 2.Sleep Time | (00-99) | Conserves power. | 23 |
| | | | 05Min* | | |
| | 7.LCD Contrast | _ | ▼ -0000■+ ▲ | Adjusts the contrast of the | 23 |
| | | | ▼ -□□□■□+ ▲ | LCD. | |
| | | | ▼ -□□■□□+ ▲* | | |
| | | | ▼ -□■□□□+ ▲ | | |
| | | | ▼ -■□□□□+ ▲ | | |
| | 8.Security | 1.TX Lock (MFC-7340 and MFC-7440N only) | _ | Prohibits most operations except receiving faxes. | 25 |
| | | 1.Mem Security (MFC-7450 only) | _ | Stops unauthorized users from most operations except receiving faxes into the memory. | 26 |
| | | 1.Function Lock (MFC-7840N and MFC-7840W only) | _ | Can restrict selected machine operation for up to 10 individual users and all other non-authorized Public users. | 28 |
| | | 2.Setting Lock | _ | Stops unauthorized users from changing the machine's current settings. | 31 |
| 2.Fax | 1.Setup Receive | 1.Ring Delay | (02-10) | Sets the number of rings | 43 |
| | (In Fax mode only) | | 02* (Example for the Australia) | before the machine answers in Fax Only or Fax/Tel mode. | |

| 1.Setup Receive | / | | | |
|-----------------|-------------------|--|--|---|
| _ | 2.F/T Ring Time | 20 Secs | Sets the pseudo/double- | 43 |
| (continued) | | 30 Secs* | ring time in Fax/Tel mode. | |
| | | 40 Secs | | |
| | | 70 Secs | | |
| | | (Example for the Australia) | | |
| | 3.Fax Detect | On* | Receives fax messages | 43 |
| | | Off | without pressing Start . | |
| | 4.Remote Codes | On (*51, #51) | Allows you to answer all | 55 |
| | | Off* | | |
| | | (*91, #91 for New | codes to turn the machine | |
| | | Zealand) | | |
| | 5 Auto Reduction | On* | | 44 |
| | 5.11aco Reducción | | faxes. | |
| | 6 Memory Receive | | Automatically stores any | 45 |
| | Ollower Hooding | | incoming faxes in its | |
| | | OII | _ | |
| | 7 Print Density | ▼ -0000■+ ▲ | · · | 44 |
| | 7.111mc Density | ▼ -□□□■□+ ▲ | lighter. | |
| | | ▼ -□□■□□+ ▲* | | |
| | | ▼ -□■□□□+ ▲ | | |
| | | ▼ -■□□□□+ ▲ | | |
| | 8.Polling RX | Standard* | Sets up your machine to | 67 |
| | | Secure | poll another fax machine. | |
| | | Timer | | |
| | 9.Fax Rx Stamp | On | Prints the received time | 44 |
| | | Off* | and date on the top of the received faxes. | |
| 2.Setup Send | 1.Contrast | Auto* | Changes the lightness or | 37 |
| (In Fax mode | | Light | send. | |
| only) | | Dark | | |
| | 2.Fax Resolution | Standard* | Sets the default resolution | 38 |
| | | Fine | for outgoing taxes. | |
| | | S.Fine | | |
| | | Photo | | |
| | 3.Delayed Fax | _ | Sets the time of day in 24 | 39 |
| | | | | |
| | 2.Setup Send | 3.Fax Detect 4.Remote Codes 5.Auto Reduction 6.Memory Receive 7.Print Density 8.Polling RX 9.Fax Rx Stamp 2.Setup Send (In Fax mode only) 2.Fax Resolution | 40 Secs 70 Secs (Example for the Australia) 3.Fax Detect On* Off 4.Remote Codes On (*51, #51) Off* (*91, #91 for New Zealand) 5.Auto Reduction On* Off 6.Memory Receive On* Off 7.Print Density V - OFF 7.Print Density V - OFF 8.Polling RX Standard* Secure Timer 9.Fax Rx Stamp On Off* 2.Setup Send (In Fax mode only) 1.Contrast Auto* Light Dark 2.Fax Resolution Standard* Fine S.Fine Photo | 40 Secs 70 Secs (Example for the Australia) 3. Fax Detect On* Off 4. Remote Codes On (*51, #51) Off* 4. Remote Codes On (*51, #51) Off* 4. Remote Codes On (*91, #91 for New Zealand) 5. Auto Reduction On* Off Off 6. Memory Receive On* Off Off 7. Print Density V |

| lain Menu | Submenu | Menu Selections | Options | Descriptions | Page |
|---------------------|---|--------------------------|-----------------------------|---|------|
| . Fax continued) | 2.Setup Send (continued) | 4.Batch TX | On Off* | Combines delayed faxes going to the same fax number at the same time | 39 |
| | | | | of day into one transmission. | |
| | | 5.Real Time TX | Next Fax:On Next Fax:Off | Sends a fax without using the memory. | 38 |
| | | | On | | |
| | | 6.Polled TX | Off* Standard* | 0.4 | 00 |
| | Secure a document to be retrieved by another fax machine. | retrieved by another fax | 68 | | |
| | | 7.Coverpg Setup | Next Fax:On | Automatically sends a | 36 |
| | | | Next Fax:Off | cover page you have programmed. | |
| | | | On | | |
| | | | Off* | | |
| | | | Print Sample | | |
| | 8.0 | 8.Coverpage Note | _ | Sets up your own comments for the fax cover page. | 36 |
| | | 9.Overseas Mode | On Off* | If you are having difficulty sending faxes overseas, | 39 |
| | | | OII | set this to on. | |
| | 3.Set Quick | 1.One Touch Dial | _ | Stores up to 8 One Touch Dial numbers, so you can dial by pressing one key (and Start). | 57 |
| | | 2.Speed Dial | _ | Stores up to 200 Speed Dial numbers, so you can dial by pressing only a few keys (and Start). | 58 |
| | | 3.Setup Groups | _ | Sets up to 8 Group numbers for Broadcasting. | 59 |
| | 4.Report Setting | 1.Transmission | On | Sets initial setup for Transmission Verification | 70 |
| | | | On+Image | Report. | |
| | | | Off* | | |
| | | | Off+Image | | |

| Main Menu | Submenu | Menu Selections | Options | Descriptions | Page |
|-------------|---------------------|------------------------|-------------------|---|------|
| 2.Fax | 4.Report Setting | 2.Journal Period | Off | Sets the interval for | 70 |
| (continued) | (continued) | | Every 50 Faxes* | automatic printing of the Fax Journal. | |
| | | | Every 6 Hours | | |
| | | | Every 12 Hours | | |
| | | | Every 24 Hours | | |
| | | | Every 2 Days | | |
| | | | Every 7 Days | | |
| | 5.Remote Fax Opt | 1.Forward/Store | Off* | Sets the machine to | 61 |
| | | | Fax Forward | forward fax messages, to store incoming faxes in | |
| | | | Fax Storage | the memory (so you can | |
| | | | PC Fax Receive | retrieve them while you are away from your | |
| | | | | machine), or to send faxes | |
| | | | | to your PC. | |
| | | (Backup Print) | | If you chose Fax Forward | |
| | | , , , | | or PC Fax Receive, you can turn on the safety | |
| | | | | feature Backup Print. | |
| | | 2.Remote Access | * | Sets your own code for Remote Retrieval. | 64 |
| | | 3.Print Document | _ | Prints incoming faxes stored in the memory. | 45 |
| | 6.Dial Restrict. | 1.Dial Pad | Off* | You can set the machine | 32 |
| | | | Enter # twice | to restrict dialling when using the dial pad. | |
| | | | On | using the dial pad. | |
| | | 2.One Touch Dial | Off* | You can set the machine | 32 |
| | | | Enter # twice | to restrict the dialling of One Touch numbers. | |
| | | | On | One rough numbers. | |
| | | 3.Speed Dial | Off* | You can set the machine | 32 |
| | | | Enter # twice | to restrict the dialling of | |
| | | | On | Speed Dial numbers. | |
| | 7.Remaining | _ | _ | You can check which jobs | 40 |
| | Jobs | | | are in the memory and lets | |
| | | | | you cancel scheduled jobs. | |
| | The factory setting | gs are shown in Bold w | vith an asterisk. | ı | ı |

| Main Menu | Submenu | Menu Selections | Options | Descriptions | Page |
|-------------------------|---------------------|-----------------------------------|--|---|--------------------|
| 2.Fax (continued) | 0.Miscellaneous | 1.Compatibility | High ¹ (MFC-7840N and MFC-7840W only) | Adjusts the equalization for transmission difficulties. | 113 |
| | | | Normal* Basic(for VoIP) | VoIP service providers offer fax support using various standards. If you | |
| | | | Factory setting for MFC-7840N and MFC- 7840W | regularly experience fax transmission errors, choose Basic(for VoIP). | |
| | | 2.Distinctive | On | Use with telephone | 46 |
| | | (Not available in New Zealand) | Off* | company distinctive ringing service allows you to have a voice number and fax number on the | 50 |
| | | | | one telephone line. | |
| | | 2.Faxability | On | If you have FaxAbility from | 49 |
| | | (For New Zealand Only) | Off* | Telecom, you can use this function to store the ringing pattern of your fax number. And if you set in | |
| | | | | to ON, you should use the registered number only. | |
| | | 3.Caller ID | Display# Print Report | View or print a list of the last 30 Caller IDs stored in the memory. | 51 |
| 3.Copy | 1.Quality | _ | Auto* | You can choose the Copy | 77 |
| | | | Text | resolution for your type of document. | |
| | | | Photo | document. | |
| | 2.Contrast | _ | ▼ -0000■+ ▲ | Adjusts the contrast for | 78 |
| | | | ▼ -□□□■□+ ▲ | copies. | |
| | | | ▼ -□□■□□+ ▲* | | |
| | | | ▼ -□■□□□+ ▲ | | |
| | | | ▼ -■□□□□+ ▲ | | |
| 4.Printer | 1.Emulation | _ | Auto* | Chooses the emulation | See |
| (MFC-7450, MFC-7840N | | | HP LaserJet | mode. | Software User's |
| and | | | BR-Script 3 | | Guide on |
| MFC-7840W only) | 2.Print Options | 1.Internal Font | _ | Prints a list of the machine's internal fonts. | the CD-ROM. |
| | | 2.Configuration | _ | Prints a list of the machine's printer settings. | |
| | | 3.Test Print | _ | Prints a test page. | |
| | 3.Reset Printer | 1.Reset 2.Exit | _ | Restores the printer settings to the original factory default settings. | |
| | The factory setting | gs are shown in Bold w | rith an asterisk. | | |

| Main Menu | Submenu | Menu Selections | | Options | Descriptions | Page |
|----------------|----------|-----------------|---|--------------------------|--|----------------|
| 4.LAN | 1.TCP/IP | 1.BOOT Method | _ | Auto* | Chooses the BOOT | See |
| (MFC- 7440N | | | | Static | method that best suits your needs. | Network User's |
| only) | | | | RARP | Sand your neede. | Guide |
| 5.LAN | | | | BOOTP | | on the |
| (MFC- 7840N | | | | DHCP | | OD TON |
| only) | | 2.IP Address | _ | [000-255]. | Enter the IP address. | |
| | | | | [000-255]. [000-255]. | | |
| | | | | [000-255] | | |
| | | 3.Subnet Mask | _ | [000-255]. | Enter the Subnet mask. | |
| | | | | [000-255]. [000-255]. | mask. | |
| | | | | [000-255] | | |
| | | 4.Gateway | _ | [000-255]. [000-255]. | Enter the Gateway address. | |
| | | | | [000-255]. | address. | |
| | | | | [000-255] | | |
| | | 5.Node Name | _ | BRN XXXXXXXXXXXX | Enter the Node name. | |
| | | 6.WINS Config | _ | Auto* | Chooses the WINS | |
| | | | | Static | configuration mode. | |
| | | 7.WINS Server | _ | (Primary) | Specifies the IP | |
| | | | | 000.000.000. | address of the primary or secondary WINS server. | |
| | | | | (Secondary) | | |
| | | | | 000.000.000. | | |
| | | | | 000 | | |
| | | 8.DNS Server | _ | (Primary) | Specifies the IP address of the | |
| | | | | 000.000.000. | primary or secondary | |
| | | | | (Secondary) | DNS server. | |
| | | | | 000.000.000. | | |
| | | | | 000.000.000. | | |
| | | 9.APIPA | _ | On* | Automatically | 1 |
| | | | | Off | allocates the IP address from the | |
| | | | | | link-local address | |
| | | | | | range. | |



| Main Menu | Submenu | Menu Selections | | Options | Descriptions | Page |
|--|----------------------|-----------------|-----------------|------------------------------|---|--|
| 4. LAN (MFC- 7440N only) 5. LAN (MFC- | 1.TCP/IP (continued) | 0.IPv6 | _ | On Off* | Enable or Disable the IPv6 protocol. If you want to use the IPv6 protocol, visit http://solutions.brother.com/for more information. | See Network User's Guide on the CD-ROM. |
| 7840N | 2.Ethernet | _ | _ | Auto* | Chooses the | |
| only) | | | | 100B-FD | Ethernet link mode. | |
| (continued) | | | | 100B-HD | | |
| | | | | 10B-FD | | |
| | | | | 10B-HD | | |
| | 3.Scan to | _ | Color 150 dpi* | (If you chose | Chooses the file format to send the | |
| | FTP | | Color 300 dpi | colour option) PDF* | scanned data via | |
| | | | Color 600 dpi | | FTP. | |
| | | | Gray 100 dpi | JPEG | | |
| | | | Gray 200 dpi | (If you chose grey option) | | |
| | | | Gray 300 dpi | PDF | | |
| | | | B&W 200 dpi | JPEG* | | |
| | | | B&W 200x100 dpi | (If you chose B&W option) | | |
| | | | | PDF* | | |
| | | | | TIFF | | |
| | 0.Factory | 1.Reset | _ | 1.Yes | Restore all network | |
| | Reset | | | 2.No | settings to factory default. | |
| | | 2.Exit | _ | _ | | |



| Main Menu | Submenu | Menu Select | ions | Options | Descriptions | Page |
|----------------|---------|-------------|---------------|---|--|-----------------|
| 5.LAN (MFC- | 1.Wired | 1.TCP/IP | 1.BOOT Method | Auto* | Chooses the BOOT method that best suits | See Network |
| 7840W only) | | | | RARP | your needs. | User's Guide |
| | | | | BOOTP | | on the |
| | | | | DHCP | | CD-RON |
| | | | 2.IP Address | [000-255]. [000-255]. [000-255]. [000-255] | Enter the IP address. | |
| | | | 3.Subnet Mask | [000-255]. [000-255]. [000-255]. [000-255] | Enter the Subnet mask. | |
| | | | 4. Gateway | [000-255]. [000-255]. [000-255]. [000-255] | Enter the Gateway address. | |
| | | | 5.Node Name | BRN XXXXXXXXXXX | Enter the Node name. | |
| | | | 6.WINS Config | Auto* | Chooses the WINS | |
| | | | | Static | configuration mode. | |
| | | | 7.WINS Server | (Primary) | Specifies the IP address | |
| | | | | 000.000.000. | of the primary or secondary WINS server. | |
| | | | | (Secondary) | | |
| | | | | 000.000.000. | | |
| | | | 8.DNS Server | (Primary) | Specifies the IP address | |
| | | | | 000.000.000. | of the primary or secondary DNS server. | |
| | | | | (Secondary) | | |
| | | | | 000.000.000. | | |
| | | | 9.APIPA | On* | Automatically allocates | |
| | | | | Off | the IP address from the link-local address range. | |
| | | | 0.IPv6 | On | Enable or Disable the | 1 |
| | | | | Off* | IPv6 protocol. If you want to use the IPv6 protocol, visit | |
| | | | | | http://solutions.brother.com/ for more information. | |

| Main Menu | Submenu | Menu Selection | ons | Options | Descriptions | Page |
|----------------|-------------|----------------|---------------|---|--|-------------------|
| 5.LAN | 1.Wired | 2.Ethernet | _ | Auto* | Chooses the Ethernet | See |
| (MFC- 7840W | (continued) | | | 100B-FD | link mode. | Network User's |
| only) | | | | 100B-HD | | Guide |
| (continued) | | | | 10B-FD | | on the CD-ROM. |
| | | | | 10B-HD | | |
| | | 3.Set to | 1.Reset | _ | Restore the wired | |
| | | Default | 2.Exit | | network setting to factory default. | |
| | | 4.Wired Enable | _ | On* | Enable or Disable the | |
| | | | | Off | Wired LAN manually. | |
| | 2.WLAN | 1.TCP/IP | 1.BOOT Method | Auto* | Chooses the BOOT | |
| | | | | Static | method that best suits your needs. | |
| | | | | RARP | | |
| | | | | BOOTP | | |
| | | | | DHCP | | |
| | | | 2.IP Address | [000-255]. [000-255]. [000-255]. [000-255] | Enter the IP address. | |
| | | | 3.Subnet Mask | [000-255]. [000-255]. [000-255]. [000-255] | Enter the Subnet mask. | |
| | | | 4.Gateway | [000-255]. [000-255]. [000-255]. [000-255] | Enter the Gateway address. | |
| | | | 5.Node Name | BRW XXXXXXXXXXX | Enter the Node name. | |
| | | | 6.WINS Config | Auto* Static | Chooses the WINS configuration mode. | |
| | | | 7.WINS Server | (Primary) | Specifies the IP address | |
| | | | | 000.000.000. | of the primary or secondary WINS server. | |
| | | | | (Secondary) | | |
| | | | | 000.000.000. | | |



| Main Menu | Submenu | Menu Selection | ons | Options | Descriptions | Page |
|--|-----------------------|-------------------------|--------------------------------|--|---|--|
| 5. LAN (MFC- 7840W only) (continued) | 2.WLAN (continued) | 1.TCP/IP (continued) | 8.DNS Server | (Primary) 000.000.000. 000 (Secondary) 000.000.000. | Specifies the IP address of the primary or secondary DNS server. | See Network User's Guide on the CD-ROM. |
| | | | 9.APIPA | On* | Automatically allocates the IP address from the link-local address range. | |
| | | | 0.IPv6 | On Off* | Enable or Disable the IPv6 protocol. If you want to use the IPv6 protocol, visit http://solutions.brother.com/for more information. | |
| | | 2.Setup Wizard | 1. On 2. O ff | _ | You can configure your print server. | |
| | | 3.SES/WPS/ AOSS | 1. On 2. O ff | _ | You can easily configure your wireless network settings using the one-button push method. | |
| | | 4.WPS w/PIN C ode | 1. On 2. O ff | _ | You can easily configure your wireless network settings using WPS with a PIN code. | |
| | | 5.WLAN Status | 1.Status | Active(11b) Active(11g) Wired LAN Active WLAN OFF Connection error | You can see the current wireless network status. | |
| | | | 2.Signal ¹ | Strong Medium Weak None | You can see the current wireless network signal strength. | |
| | | | 3.SSID ¹ | _ | You can see the current SSID. | |
| | | | 4.Comm. Mode 1 | Ad-hoc Infrastructure | You can see the current Communication Mode. | |



¹ This setting only appears when WLAN Enable is On.

| Main Menu | Submenu | Menu Selection | ons | Options | Descriptions | Page |
|--------------------------|-----------------------|---------------------|---|----------------------------|--|--------------------------|
| 5. LAN (MFC- 7840W | 2.WLAN (continued) | 6.Set to Default | 1.Reset 2.Exit | _ | Restore the wireless network setting to factory default. | See Network User's |
| only) | | 7.WLAN Enable | _ | On | Enable or Disable the | Guide on the |
| (continued) | | | | Off* | wireless LAN manually. | CD-ROM. |
| | 3.Scan to | _ | Color 150 dpi* | (If you chose | Chooses the file format | |
| | FTP | P | Color 300 dpi | colour option) | to send the scanned data via FTP. | |
| | | | Color 600 dpi | PDF* | | |
| | | | Gray 100 dpi | JPEG | | |
| | | | Gray 200 dpi | (If you chose grey option) | | |
| | | | Gray 300 dpi | PDF | | |
| | | | B&W 200 dpi | JPEG* | | |
| | | | B&W 200x100 dpi (If you chose B&W option) | | | |
| | | | | PDF* | | |
| | | | | TIFF | | |
| | 0.Factory | 1.Reset | _ | 1.Yes | Restores all network | |
| | Reset | | | 2.No | settings to factory default. | |
| | | 2.Exit | _ | _ | | |



| Main Menu | Submenu | Menu Selections | Options | Descriptions | Page |
|--|-----------------------------------|-----------------|---------------|---|--------------------------|
| 4.Machine Info. | 1.Serial No. | _ | _ | You can check the serial number of your machine. | 140 |
| (MFC-7340) | 2.Page Counter | _ | Total | You can check the | 140 |
| 5.Machine Info. | | | Fax/List | number of total pages the machine has printed | |
| (MFC-7450 | | | Сору | during its life. | |
| and | | | Print | | |
| MFC-7440N) 6.Machine Info. (MFC-7840N) and MFC-7840W) | 3.Drum Life | _ | _ | You can check the percentage of Drum life that remains available. | 140 |
| 0.Initial | 1.Receive Mode | | Fax Only* | Chooses the receive | 41 |
| Setup | 1.Receive mode | _ | Fax Only | mode that best suits your | 41 |
| - | | | . , . | needs. | |
| | | | External TAD | | |
| | 2.Date&Time | | Manual | Puts the date and time on | See |
| | 2.Date&Time | _ | _ | the LCD and in headings of faxes you send. | Quick Setup Guide. |
| | 3.Station ID | _ | Fax: | Sets your name and fax | |
| | | | Tel: | number to appear on each page you fax. | |
| | | | Name: | page you lax. | |
| | 4.Tone/Pulse | _ | Tone* | Chooses the dialling | |
| | (not available in New Zealand) | | Pulse | mode. | |
| | 4.Dial Tone | _ | Detection | You can shorten the | 112 |
| | (for New Zealand) | | No Detection* | dialling tone detect pause. | |
| | 5.Dial Tone | | | | |
| | 5.Dial Prefix | _ | _ | Sets a prefix number that | 24 |
| | (for New Zealand) | | | will always be added before the fax number | |
| | 6.Dial Prefix | | | every time you dial. | |

Entering text

When setting certain menu selections, such as the Station ID, you will need to type text characters. The dial pad keys have letters printed on them. The keys: $\mathbf{0}$, $\mathbf{\#}$ and $\mathbf{\times}$ do *not* have printed letters because they are used for special characters.

Press the appropriate dial pad key the number of times shown in this reference table to access the character you want.

| Press Key | one time | two times | three times | four times | five times | six times | seven times | eight times | nine times |
|--------------|-------------|--------------|----------------|---------------|---------------|--------------|----------------|----------------|---------------|
| 1 | @ | | 1 | 1 | @ | | 1 | 1 | @ |
| 2 | а | b | С | Α | В | С | 2 | а | b |
| 3 | d | е | f | D | Е | F | 3 | d | е |
| 4 | g | h | i | G | Н | 1 | 4 | g | h |
| 5 | j | k | 1 | J | K | L | 5 | j | k |
| 6 | m | n | 0 | M | N | 0 | 6 | m | n |
| 7 | р | q | r | S | Р | Q | R | S | 7 |
| 8 | t | u | ٧ | Т | U | V | 8 | t | u |
| 9 | W | х | у | z | W | Χ | Υ | Z | 9 |

For menu selections that do not allow lower case character selection, please use this reference table:

| Press Key | one time | two times | three times | four times | five times |
|--------------|-------------|--------------|----------------|---------------|---------------|
| 2 | Α | В | С | 2 | Α |
| 3 | D | E | F | 3 | D |
| 4 | G | Н | I | 4 | G |
| 5 | J | K | L | 5 | J |
| 6 | M | N | 0 | 6 | М |
| 7 | Р | Q | R | S | 7 |
| 8 | T | U | V | 8 | T |
| 9 | W | X | Υ | Z | 9 |

Inserting spaces

To enter a space in a fax number, press ▶ once between numbers. To enter a space in a name, press ▶ twice between characters.

Making corrections

If you entered a letter incorrectly and want to change it, press ◀ to move the cursor to the incorrect character, and then press Clear/Back.

Repeating letters

To enter a character on the same key as the previous character, press ▶ to move the cursor right before pressing the key again.

Special characters and symbols

Press *, # or 0, then press ◀ or ▶ to move the cursor to the symbol or character you want. Press OK to choose it. The symbols and characters below will appear depending on your menu selection.

| Press * | for | (space)!"#\$%&'()*+,/€ |
|---------|-----|------------------------|
| Press # | for | :;<=>?@[]^_¥~' {} |
| Press 0 | for | ÄËÖÜÀCÈÉO |

D

Specifications

General

Printer Type Laser

Print Method Electrophotography by semiconductor laser beam scanning

Memory Capacity 16 MB(MFC-7340)

32 MB (MFC-7450, MFC-7440N, MFC-7840N and MFC-7840W)

LCD (liquid crystal display) 16 characters × 2 lines
Power Source 220 - 240V 50/60Hz

Power Consumption Peak: 1056 W

Copying: Average 320 W ¹

Sleep: (MFC-7340)

Average 9 W

(MFC-7450 and MFC-7440N)

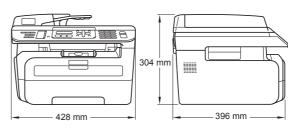
Average 11 W

(MFC-7840N and MFC-7840W)

Average 12 W

Standby: Average 75 W

Dimensions



Weight Without Drum/Toner Unit:10 kg

Noise level Sound power

Operating (Copying): LWAd = 6.2 Bell Standby: LWAd = 4.4 Bell

Sound pressure

Operating (Copying): LpAm = 53 dBA Standby: LpAm = 32 dBA

When making a copy from one sheet

D

Temperature Operating: 10 to 32.5°C

Storage: 5 to 35°C

Humidity Operating: 20 to 80% (without condensation)

Storage: 10 to 90% (without condensation)

ADF (automatic document

feeder)

Recommended Environment for Best Results:

Up to 35 pages (Staggered) [80 gsm]

Temperature: 20 to 30°C

Humidity: 50% - 70%

Paper Tray 250 Sheets [80 gsm]

Print media

Paper Input Paper Tray

■ Paper Type: Plain paper, Transparencies ¹ or Recycled

paper

■ Paper Size: Letter, A4, B5(ISO), A5, B6(ISO), A6 and

Executive (Legal and Folio for Asia)

■ Paper Weight: 60 to 105 gsm

■ Maximum paper tray capacity: Up to 250 sheets of 80 gsm plain paper

Manual Feed Slot

■ Paper Type: Plain paper, Recycled paper,

Transparencies, Bond paper, Envelopes or

Labels

■ Paper Size: Width: 76.2 to 220 mm

Length:116 to 406.4 mm

■ Paper Weight: 60 to 163 gsm

■ Maximum manual feed slot One sheet at a time

capacity:

Paper Output Up to 100 sheets (face down print delivery to the output paper tray)

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

Fax

Compatibility ITU-T Group 3

Coding System MH/MR/MMR (MFC-7340 and MFC-7440N)

MH/MR/MMR/JBIG (MFC-7450, MFC-7840N and MFC-

7840W)

Modem Speed Automatic Fallback: 14,400 bps (MFC-7340 and MFC-

7440N)

33,600 bps (MFC-7450, MFC-7840N and MFC-7840W)

Document Size ADF Width: 148 to 215.9 mm

ADF Length: 148 to 355.6 mm

Scanner Glass Width: Max. 215.9 mm

Scanner Glass Length: Max. 297 mm

Scanning WidthMax. 208 mmPrinting WidthMax. 208 mmGreyscale256 levels

Polling Receive Types Standard, Secure, Timer, Sequential

Polling Transit Types Standard, Secure

Contrast Control Automatic/Light/Dark (manual setting)

Resolution Horizontal: 203 dot/inch (8 dot/mm)

Vertical

■ Standard: 3.85 line/mm
■ Fine: 7.7 line/mm
■ Photo: 7.7 line/mm
■ Superfine: 15.4 line/mm

One Touch Dial $8 (4 \times 2)$ Speed Dial200 stationsGroupsUp to 8Broadcasting258 stations

Communication Source

Automatic Redial 3 times at 5 minute intervals

Ring Delay 2, 3, 4, 5, 6, 7, 8, 9 or 10 rings (for Australia)

1, 2, 3, 4, 5, 6, 7, 8, 9 or 10 rings (for New Zealand) 0, 1, 2, 3, 4, 5, 6, 7, 8, 9 or 10 rings (for some countries)

Public switched telephone network

Memory Transmission Up to 500 ¹/400 ² pages (MFC-7340 and MFC-7440N)

Up to $600^{3}/500^{4}$ pages (MFC-7450, MFC-7840N and

MFC-7840W)

Out of Paper Reception Up to 500 ¹/400 ² pages (MFC-7340 and MFC-7440N)

Up to 600 $^3 \! / \! 500$ 4 pages (MFC-7450, MFC-7840N and

MFC-7840W)

^{1 &#}x27;Pages' refers to the 'Brother Standard Chart No. 1' (a typical business letter, Standard resolution, MMR code). Specifications and printed materials are subject to change without prior notice.

² 'Pages' refers to the 'ITU-T Test Chart #1' (a typical business letter, Standard resolution, MMR code). Specifications and printed materials are subject to change without prior notice.

³ 'Pages' refers to the 'Brother Standard Chart No. 1' (a typical business letter, Standard resolution, JBIG code). Specifications and printed materials are subject to change without prior notice.

^{4 &#}x27;Pages' refers to the 'ITU-T Test Chart #1' (a typical business letter, Standard resolution, JBIG code). Specifications and printed materials are subject to change without prior notice.

Copy

Colour/Monochrome Monochrome

Document Size ADF Width: 148 to 215.9 mm

ADF Length: 148 to 355.6 mm

Scanner Glass Width: Max. 215.9 mm

Scanner Glass Length: Max. 297 mm

Copy Width: Max. 210 mm

Multiple CopiesStacks or Sorts up to 99 pagesReduce/Enlarge25% to 400% (in increments of 1%)

Resolution Up to 600×600 dpi

First Copy Out Time less than 15 seconds (from READY mode) 1

¹ The first copy out time may vary depending on scanner lamp warm up time.

Scan

Colour/Monochrome 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/Windows Vista®)

Colour Depth 24 bit colour

Resolution Up to 19200×19200 dpi (interpolated) ¹

Up to 600×2400 dpi (optical) ¹(From Scanner Glass)

Up to 600×600 dpi (optical) ¹(From ADF)

Document Size ADF Width: 148.0 to 215.9 mm

ADF Length: 148.0 to 355.6 mm Scanner Glass Width: Max. 215.9 mm Scanner Glass Length: Max. 297 mm

Scanning Width Max. 210 mm Greyscale 256 levels

Maximum 1200 × 1200 dpi scanning with the WIA driver in Windows® XP/Windows Vista® (resolution up to 19200 × 19200 dpi can be chosen by using the Brother scanner utility)

Print

Emulations (MFC-7450, MFC-7840N and MFC-7840W only) PCL6, BR-Script3 (PostScript®3)

Printer Driver Host-Based Driver for Windows® 2000 Professional/

XP/XP Professional x64 Edition/Windows Vista[®]/Windows Server[®] 2003 (print only via network)

(MFC-7450, MFC-7840N and MFC-7840W only)
BR-Script3 (PPD file) for Windows® 2000 Professional/
XP/XP Professional x64 Edition/Windows Vista®
Windows Server® 2003 (print only via network)

Macintosh® Printer Driver for Mac OS® X 10.2.4 or greater

(MFC-7450, MFC-7840N and MFC-7840W only) BR-Script3 (PPD file) for Mac $\rm OS^{\circledR}~X~10.2.4~cr$ greater

Resolution HQ1200 (2400 × 600 dpi), 600, 300 dpi

Print Speed (MFC-7340)

Up to 20 pages / minute (A4 size) 1

(MFC-7450, MFC-7440N, MFC-7840N and MFC-7840W)

Up to 22 pages/minute (A4 size) 1

First Print Out Time Less than 10 seconds. (from the Ready state and the standard tray)

Interfaces

USB Use a USB 2.0 interface cable that is no longer than 2.0 m. ^{1 2}

LAN cable Use an Ethernet UTP cable category 5 or greater.

(MFC-7440N, MFC-7840N and MFC-

7840W)

Wireless LAN
Your machine supports IEEE 802.11b/g wireless communication with (MFC-7840W)
Your wireless LAN using Infrastructure mode or a wireless Peer-to-

Peer connection in Ad-hoc mode.

¹ The print speed may change depending on the type of document you print.

Your machine has a Full-Speed USB 2.0 interface. 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

| | Minimum System Requirements and Supported PC Software Functions | | | | | | | | |
|--|--|--|--|---|----------------|------------------------|----------------------------|-------------------------|--|
| Computer Platform & Operating System Version | | Supporte d PC | PC Interface | Processor Minimum | Minimum RAM | Recom mended RAM | Hard Disk Space to install | | |
| | | Software Functions | | Speed | | | For Drivers | For Applic ations | |
| Windows [®] Operating System ¹ | Windows [®] 2000 Professional ⁴ | PC Fax, rofessional 4 Vindows® KP Vindows® Vindows® Vindows® Vindows® XP | USB, 10/100 Base Tx | Intel [®] Pentium II [®] or equivalent | 64 MB | 256 MB | 150 MB | 310 MB | |
| | Windows [®] XP Home ^{® 2 4} Windows [®] XP Professional ^{2 4} | | (Ethernet), Wireless 802.11 b/g (MFC- 7840W only) | | 128 MB | | | | |
| | Windows [®] XP Professional x64 Edition ² | | | 64-bit (Intel [®] 64 or AMD64) supported CPU | 256 MB | 512 MB | | | |
| | Windows Vista ^{® 2} | | | Intel [®] Pentium [®] 4 or equivalent 64-bit (Intel [®] 64 or AMD64) supported CPU | 512 MB | 1 GB | 500 MB | 500 MB | |
| | Windows Server [®] 2003 (print only via network) | Printing | 10/100 Base Tx (Ethernet), Wireless 802.11 b/g | Intel [®] Pentium [®] III or equivalent | 256 MB | 512 MB | 50MB | N/A | |
| | Windows Server® 2003 x64 Edition (print only via network) | | (MFC- 7840W only) | 64-bit (Intel [®] 64 or AMD64) supported CPU | | | | | |

| Macintosh [®] Operating System | Mac OS [®] X 10.2.4 - 10.4.3 | Printing, PC Fax send, Scanning | USB ³ , 10/100 Base Tx | PowerPC G4/G5, PowerPC G3 350MHz | 128 MB | 256 MB | 80 MB | 400 MB |
|---|---|--|--|--|--------|--------|-------|--------|
| | Mac OS [®] X 10.4.4 or greater | | (Ethernet), Wireless 802.11 b/g (MFC- 7840W only) | PowerPC G4/G5, Intel [®] Core™ Processor | 512 MB | 1 GB | | |

¹ Microsoft[®] Internet Explorer 5.5 or greater.

 $^{^2\,}$ For WIA, 1200x1200 resolution. Brother Scanner Utility enables to enhance up to 19200 x 19200 dpi.

 $^{^{3}}$ Third party USB ports are not supported.

⁴ PaperPort™ 11SE supports Microsoft® SP4 or higher for Windows® 2000 and SP2 or higher for XP.

Consumable items

Toner Cartridge Life Standard Toner Cartridge:

TN-2130: Approx. 1,500 pages (A4) ¹

High-Yield Toner Cartridge:

TN-2150: Approx. 2,600 pages (A4) ¹

Drum Unit DR-2125: Approx. 12,000 pages

 $(A4)^{2}$

Drum yield is approximate, and may vary by type of use.



- Brother does not recommend the use of consumables other than genuine Brother consumables.
- Your machine warranty may not cover any damage arising from the use of non genuine Brother consumables.

Approx. cartridge yield is declared in accordance with ISO/IEC 19752.

Ethernet wired network (MFC-7440N, MFC-7840N and MFC-7840W)

Network board model name

NC-6600h (MFC-7440N and MFC-7840N)

LAN

You can connect your machine to a network for Network Printing.

Network Scanning, PC Fax and Remote Setup, 12

Support for

Windows® 2000 Professional, Windows® XP.

Windows® XP Professional x64 Edition, Windows Vista®, Windows

Server® 2003 and Windows Server® 2003 x64 Edition 2

Mac OS® X 10.2.4 or greater 3

Protocols

TCP/IP for IPv4: ARP, RARP, BOOTP, DHCP, APIPA (Auto IP),

WINS/NetBIOS name resolution, DNS resolver, mDNS, LPR/LPD, Custom Raw Port/Port9100, IPP, FTP server, POP before SMTP, SMTP AUTH, TELNET, SNMPv1, HTTP Server, FTP Client, TFTP Client and Server, SMTP Client, APOP, LLMNR responder, ICMP, Web Services

TCP/IP for IPv6: (Turned off as default) NDP. RA. DNS resolver. mDNS, LPR/LPD, Custom Raw Port/Port9100, IPP,

FTP Server, POP before SMTP, SMTP AUTH, TELNET, SNMPv1, HTTP Server, FTP Client, TFTP Client and Server, SMTP Client, APOP. LLMNR responder, ICMPv6, Web Services

Other: LLTD responder

Network type Management utilities 4

Ethernet 10/100 BASE-TX Auto Negotiation (Wired LAN)

BRAdmin Light for Windows® 2000 Professional, Windows® XP. Windows[®] XP Professional x64 Edition, Windows Vista[®], Windows Server® 2003, Windows Server® 2003 x64 Edition and Mac OS® X

10.2.4 or greater

BRAdmin Professional for Windows® 2000 Professional, Windows® XP, Windows® XP Professional x64 Edition, Windows Vista®, Windows Server® 2003 and Windows Server® 2003 x64 Edition

Web BRAdmin for Windows® 2000 Professional. Windows® XP. Windows[®] XP Professional x64 Edition, Windows Vista[®], Windows

Server® 2003 and Windows Server® 2003 x64 Edition

Client computers with a web browser supporting Java™.

PC Fax Send for Mac[®]

² Printing only for Windows Server[®] 2003

Mac OS® X 10.2.4 or greater (mDNS)

BRAdmin Professional and Web BRAdmin are available as a download from http://solutions.brother.com/.

Ethernet wireless network (MFC-7840W only)

Network board model name

NC-7400w

LAN

You can connect your machine to a network for Network Printing,

Network Scanning, PC Fax and Remote Setup 12.

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TCP/IP for IPv6

(Turned off as default) NDP, RA, DNS resolver,

mDNS, LPR/LPD, Custom Raw Port/Port9100, IPP, FTP Server, POP before SMTP, SMTP AUTH, TELNET, SNMPv1, HTTP Server, FTP Client, TFTP Client and Server, SMTP Client, APOP, LLMNR responder, ICMPv6, Web Services

Other: LLTD responder

Network type

IEEE 802.11 b/g (Wireless LAN)

Management utilities ⁴

BRAdmin Light for Windows[®] 2000 Professional, Windows[®] XP, Windows[®] XP Professional x64 Edition, Windows Vista[®], Windows Server[®] 2003, Windows Server[®] 2003 x64 Edition and Mac OS[®] X 10.2.4 or greater

BRAdmin Professional for Windows® 2000 Professional, Windows® XP, Windows® XP Professional x64 Edition, Windows Vista®, Windows

Server® 2003 and Windows Server® 2003 x64 Edition

Web BRAdmin for Windows[®] 2000 Professional, Windows[®] XP, Windows[®] XP Professional x64 Edition, Windows Vista[®], Windows

Server[®] 2003 and Windows Server[®] 2003 x64 Edition Client computers with a web browser supporting Java™.

PC Fax Send for Mac[®]

Only printing for Windows Server® 2003

Mac OS[®] X 10.2.4 or greater (mDNS)

⁴ BRAdmin Professional and Web BRAdmin are available as a download from http://solutions.brother.com/.

Authentication and encryption for wireless users only

Authentication method

The Brother machine supports the following methods:

■ Open system

Wireless devices are allowed to access the network without any authentication.

Shared key

A secret pre-determined key is shared by all devices that will access the wireless network. The Brother machine uses the WEP keys as the pre-determined key.

■ WPA-PSK/WPA2-PSK

Enables a Wi-FI[®] Protected Access Pre-Shared Key (WPA-PSK/WPA2-PSK), which enables the Brother wireless machine to associate with access points using TKIP for WPA-PSK or AES for WPA-PSK and WPA2-PSK (WPA-Personal).

■ LEAP

Cisco® LEAP (Light Extensible Authentication Protocol) has been developed by Cisco Systems, Inc. and enables the Brother wireless product to associate with access points using CKIP and CMIC encryptions.

Encryption methods

Encryption is used to secure the data that is sent over the wireless network. The Brother machine supports the following encryption methods:

■ WEP

By using WEP (Wired Equivalent Privacy), the data is transmitted and received with a secure key.

■ TKIP

TKIP (Temporal Key Integrity Protocol) provides per-packet key mixing a message integrity check and re-keying mechanism.

AFS

AES (Advanced Encryption Standard) is Wi-Fi® authorized strong encryption standard.

■ CKIP

The original Key Integrity Protocol for LEAP by Cisco Systems, Inc.

■ CMIC

CMIC (Cisco Message Integrity Check) is the message integrity check mechanism for LEAP by Cisco Systems, Inc.

Network key

There are some rules for each security method:

■ Open system/Shared key with WEP

This key is a 64-bit or 128-bit value that must be entered in an ASCII or hexadecimal format.

• 64 (40) bit ASCII:

Uses 5 text characters. e.g. "WSLAN" (this is case sensitive).

• 64 (40) bit hexadecimal:

Uses 10 digits of hexadecimal data. e.g. "71f2234aba"

• 128 (104) bit ASCII:

Uses 13 text characters. e.g. "Wirelesscomms" (this is case sensitive)

128 (104) bit hexadecimal:

Uses 26 digits of hexadecimal data. e.g. "71f2234ab56cd709e5412aa2ba"

■ WPA-PSK/WPA2-PSK and TKIP or AES

Uses a Pre-Shared Key (PSK) that is 8 or more characters in length, up to a maximum of 63 characters.

■ LEAP

Uses User ID and Password.

- · User ID: less than 64 characters in length.
- · Password: less than 32 characters in length.

Wi-Fi Alliance certification

This wireless Ethernet multi-function print server is a Wi-Fi certified IEEE 802.11b/802.11g product by the Wi-Fi Alliance. The Wi-Fi Alliance certification ensures the interoperability of other wireless LAN products based on the IEEE 802.11 specification. For more information on the Wi-Fi Alliance and other Wi-Fi certified products, visit http://www.wi-fi.org/.



Wireless one-push configuration

If your wireless access point supports either SecureEasySetup $^{\text{TM}}$, Wi-Fi Protected Setup $^{\text{TM}}$ (PBC 1) or AOSS $^{\text{TM}}$, you can configure the machine easily without a computer. By pushing a button on the wireless LAN router / access point and using the menu on the machine, you can set up the wireless network and security settings. See the user's guide for your wireless LAN router / access point for instructions on how to access one-push mode.

Push Button Configuration



Routers or access points that support SecureEasySetup $^{\text{TM}}$, Wi-Fi Protected Setup $^{\text{TM}}$ or AOSS $^{\text{TM}}$ have the symbols shown below.







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.

ADF (automatic document feeder)

The document can be placed in the ADF and scanned one page at a time automatically.

Auto Reduction

Reduces the size of incoming faxes.

Automatic fax transmission

Sending a fax without picking up the handset of the external telephone or pressing **Hook**.

Automatic Redial

A feature that enables your machine to redial the last fax number after five minutes if the fax did not go through because the line was busy.

Backup Print

Your machine prints a copy of every fax that is received and stored in memory. This is a safety feature so you will not lose messages during a power failure.

Batch Transmission

As a cost saving feature, all delayed faxes to the same fax number will be sent as one transmission

Beeper Volume

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

Broadcasting

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

Cancel Job

Cancels a programmed print job and clears the machine's memory.

CNG tones

The special tones (beeps) sent by fax machines during automatic transmission to tell the receiving machine that a fax machine is calling.

Coding method

Method of coding the information contained in the document. All fax machines must use a minimum standard of Modified Huffman (MH). Your machine is capable of greater compression methods, Modified Read (MR), Modified Modified Read (MMR) and JBIG* (* MFC-7450, MFC-7840N and MFC-7840W only), if the receiving machine has the same capability.

Communication error (or Comm. Error)

An error during fax sending or receiving, usually caused by line noise or static.

Compatibility group

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

Contrast

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

Delayed Fax

Sends your fax at a specified later time that day.

Distinctive Ring

A subscriber service purchased from the telephone company that gives you another telephone number on an existing telephone line. The Brother machine uses the new number to simulate a dedicated fax line.

Dual Access

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

ECM (Error Correction Mode)

Detects errors during fax transmission and resends the pages of the fax that had an error.

Extension telephone

A telephone on the fax number that is plugged into a separate wall socket.

External phone

A TAD (telephone answering device) or telephone that is connected to your machine.

F/T Ring Time

The length of time that the Brother machine pseudo/double-rings (when the Receive Mode setting is Fax/Tel) to notify you to pick up a voice call that it answered.

FaxAbility

A subscriber service purchased from the telephone company that provides another telephone number on an existing telephone line. The Brother fax machine uses the new number to simulate a dedicated fax line.

Fax Detect

Enables your machine to respond to CNG tones if you interrupt a fax call by answering it.

Fax Forwarding

Sends a fax received into the memory to another pre-programmed fax number.

Fax Journal

Lists information about the last 200 incoming and outgoing faxes. TX means Transmit. RX means Receive.

Fax Storage

You can store faxes in the memory.

Fax tones

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

Fax/Tel

You can receive faxes and telephone calls. Do not use this mode if you are using a telephone answering device (TAD).

Fine resolution

Resolution is 203×196 dpi. It is used for small print and graphs.

Greyscale

The shades of grey available for copying and faxing photographs.

Group number

A combination of One Touch and Speed Dial numbers that are stored on a One Touch key or in a Speed Dial location for Broadcasting.

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.

Journal Period

The pre-programmed time period between automatically printed Fax Journal Reports. You can print the Fax Journal on demand without interrupting the cycle.

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.

Manual fax

When you lift the handset of your external telephone or press **Hook** so you can hear the receiving fax machine answer before you press **Start** to begin transmission.

Menu mode

Programming mode for changing your machine's settings.

OCR (optical character recognition)

The bundled ScanSoft™

PaperPort™ 11SE with OCR or Presto!® PageManager® software application converts an image of text to text you can edit.

One Touch

Keys on the machine's control panel where you can store numbers for easy dialling. You can store a second number on each key if you press **Shift** and the One Touch key together.

Out of Paper Reception

Receives faxes into the machine's memory when the machine is out of paper.

Overseas Mode

Makes temporary changes to the fax tones to accommodate noise and static on overseas telephone lines.

Pause

Allows you to place a 3.5 second delay in the dialling sequence while you are dialling using the dial pad or while you are storing One Touch and Speed Dial numbers. Press **Redial/Pause** as many times as needed for longer pauses.

Polling

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

Pulse (not available in New Zealand)

A form of rotary dialling on a telephone line.

Real Time Transmission

When memory is full, you can send faxes in real time.

Remaining jobs

You can check which programmed fax jobs are waiting in the memory and cancel the iobs individually.

Remote Access Code

Your own four-digit code (---*) that allows you to call and access your machine from a remote location.

Remote Activation code

Press this code *51(*91 for New Zealand) when you answer a fax call on an extension or external telephone.

Remote Retrieval Access

The ability to access your machine remotely from a touch tone telephone.

Resolution

The number of vertical and horizontal lines per inch.

Ring Delay

The number of rings before the machine answers in Fax Only and Fax/Tel modes.

Ring Volume

Volume setting for the machine's ring.

Scanning

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

Search

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

Speed Dial

A pre-programmed number for easy dialling. You must press

Search/Speed Dial, then enter the threedigit Speed Dial location and press **Start** to begin the dialling process.

Station ID

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

TAD (telephone answering device)

You can connect an external TAD to your machine

Tel Index List

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

Temporary settings

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

Tone (not available in New Zealand)

A form of dialling on the telephone line used for Touch Tone telephones.

Transmission

The process of sending faxes over the telephone lines from your machine to the receiving fax machine.

User Settings List

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

Xmit Report (Transmission Verification Report)

A listing for each transmission, that shows its date, time and number.

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See Software User's Guide and Network

User's Guide on the CD-ROM.

Wireless Network

For Australia Only:

Warranty & Repair – For details about warranty on your Brother Product, the details are listed on the following link: www.brother.com.au under Warranty. For warranty service (repair) of your Brother product you will need to retain a copy of your sales docket and contact the Support Centre for location of the nearest Authorised Warranty Centre (AWC)

Support – For technical support for your Brother Product other than what you can resolve through the User's Guide, please visit our website or our solutions website for FAQs/Troubleshooting, Drivers & Software, or contact the Product Support Centre for any technical or customer care/support enquiry.

Product Support Centre: Australia Brother International (Aust) Pty Ltd

Phone: 02 8875 6000 Fax: 02 9870 7223

Email: productsupport@brother.com.au

Web Site: www.brother.com.au

Solutions Site: http://solutions.brother.com

brother.

This machine is approved for use in the country of purchase only, local Brother companies or their dealers will only support machines purchsed in their own countries.