# **Start Here**

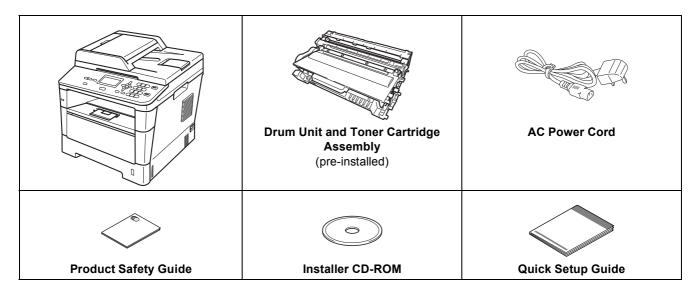


Please read the Product Safety Guide first, then read this Quick Setup Guide for the correct setup and installation procedure.

To view the Quick Setup Guide in other languages, please visit http://solutions.brother.com/.



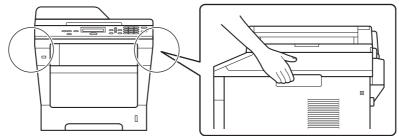
#### Unpack the machine and check the components



▲ WARNING	WARNING indicates a potentially hazardous situation which, if not avoided, could result in death or serious injuries.
▲ CAUTION	<u>CAUTION</u> indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injuries.

#### **WARNING**

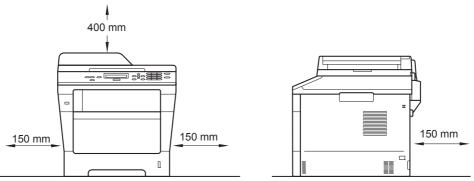
- Plastic bags are used in the packing of your machine. To avoid danger of suffocation, keep these plastic bags away from babies and children. Plastic bags are not toys.
- When moving the machine, grasp the side handholds firmly from the front of the machine. The side handholds are located under the scanner. DO NOT carry the machine by holding it at the bottom.



• If you use a Lower Tray, DO NOT carry the machine with the Lower Tray as you may be injured or cause damage to the machine because it is not attached to the Lower Tray.



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



- The components included in the box may differ depending on your country.
- · We recommend that you save the original packaging.
- If for any reason you must ship your machine, carefully repack the machine in the original packaging to avoid any damage during transit. The machine should be adequately insured with the carrier. For how to repack the machine, see *Packing and shipping the machine* in the *Advanced User's Guide*.
- The interface cable is not a standard accessory. Buy the appropriate interface cable for the connection you want to use (USB or Network).

#### **USB** cable

- It is recommended to use a USB 2.0 cable (Type A/B) that is no longer than 2 metres.
- DO NOT connect the interface cable at this time. Connecting the interface cable is done during the MFL-Pro Suite installation process.

#### **Network cable**

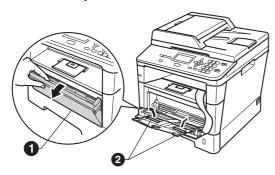
Use a straight-through Category 5 (or greater) twisted-pair cable for 10BASE-T or 100BASE-TX Fast Ethernet Network.

# Remove the packing material from the machine

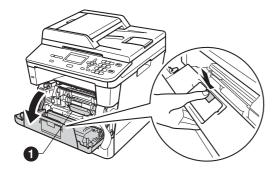
#### Important

DO NOT connect the AC power cord yet.

- Remove the packing tape from the outside of the machine and the film covering the scanner glass.
- Open the MP tray ①, and remove the packing tape ② from the MP tray support, then close the MP tray.



Press the front cover release button and open the front cover. Remove the silica gel pack ①.



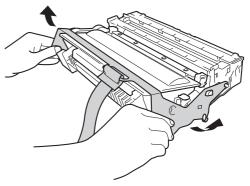
#### **A** CAUTION

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

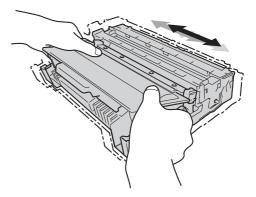
Take out the drum unit and toner cartridge assembly.



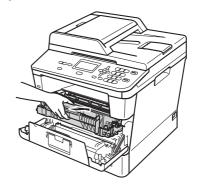
Remove the orange protective material from the drum unit and toner cartridge assembly.



Hold the drum unit and toner cartridge assembly level with both hands and gently shake it from side to side several times to distribute the toner evenly inside the cartridge.



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



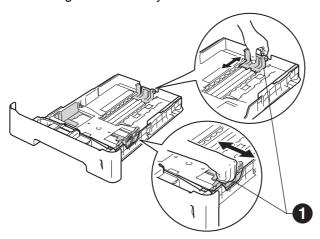
Close the front cover of the machine.

# Load paper in the paper tray

Pull the paper tray completely out of the machine.

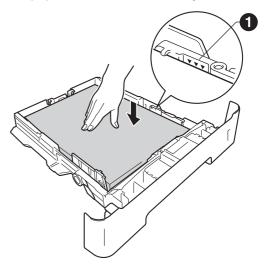


While pressing the green paper-guide release lever ①, slide the paper guides to fit the paper size you are loading in the tray. Make sure that the guides are firmly in the slots.



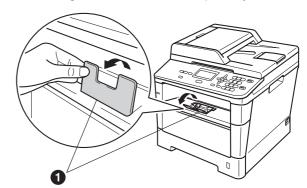
Fan the stack of paper well to avoid paper jams and misfeeds.

- Put the paper in the tray and make sure:
  - The paper is below the maximum paper mark (▼▼▼) ①.
     Over filling the paper tray will cause paper iams.
  - The side to be printed on is face down.
  - The paper guides touch the sides of the paper so it will feed correctly.



- Put the paper tray firmly back in the machine.

  Make sure that it is completely inserted into the machine.
- Lift up the support flap to prevent paper from sliding off the face-down output tray.



For more information about recommended paper, see Recommended paper and print media in the Basic User's Guide.



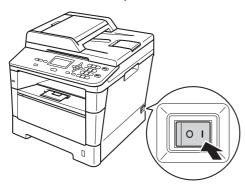
#### Connect the power cord

#### Important

DO NOT connect the interface cable yet.



- Connect the AC power cord to the machine and then plug it into an electrical socket.
- Turn the machine's power switch on.



# 5

#### Choose your language

After turning the power switch on, the LCD shows:

Select Language

A English
Français

V Deutsch

Select AV or OK

Press ▲ or ▼ to choose your language and press **OK**.

The LCD prompts you to confirm your selection.

Select Language
English
1.Yes
2.No
Enter Number

If the LCD shows the correct language, press 1.

-OR-

Press 2 to go back to step a to choose the language again.



If you have set the wrong language, you can change the language from the control panel menu of the machine. (**Menu**, **1**, **0**)

# 6

## Set the LCD contrast (if needed)

- **2** Press Menu, 1, 6.
- Press ▶ to increase the contrast.

-OR-

Press ◀ to decrease the contrast.

Press OK.

C Press Stop/Exit.



#### Set the date and time

- Press Menu, 6, 1, 1.
- Enter the last two digits of the year on the dial pad, and then press **OK**.

```
61.Date&Time
Year:2012
Enter & OK Key
```

(e.g. Enter 1, 2 for 2012.)

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

```
61.Date&Time
XX/XX/2012
Month:03
Enter & OK Key
```

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

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

```
61.Date&Time
XX/03/2012
Day:25
Enter & OK Key
```

(e.g. Enter 2, 5 for 25th.)

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

```
61.Date&Time
25/03/2012
Time:15:25
Enter & OK Key
```

(e.g. Enter 1, 5, 2, 5 for 15:25.)

Press Stop/Exit.

## 8

## **Automatic Daylight Saving Time**

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

- **?** Press Menu, 6, 1, 2.
- Press ▲ or ▼ to choose on (or off).

  Press OK.
- C Press Stop/Exit.



#### **Set the Time Zone**

You can set the time zone (not summer time but standard time) on the machine for your location.

- Press Menu, 6, 1, 3.
- Press ▲ or ▼ to choose the time zone.

  Press OK.
- C Press Stop/Exit.

Wired Network



#### Choose your connection type

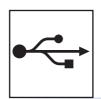
These installation instructions are for Windows® XP Home/Windows® XP Professional, Windows® XP Professional x64 Edition, Windows Vista®, Windows® 7, and Mac OS X (versions 10.5.8, 10.6.x and 10.7.x).



#### Note

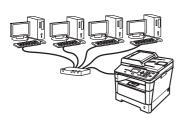
- For Windows Server® 2003/2003 x64 Edition/2008/2008 R2 and Linux®, visit your model page at http://solutions.brother.com/.
- You can visit us at <a href="http://solutions.brother.com/">http://solutions.brother.com/</a> where you can get product support, the latest driver updates and utilities, and answers to frequently asked questions (FAQs) and technical questions.





#### For USB Interface Users

Windows<sup>®</sup>, go to page 8 Macintosh, go to page 10





#### For Wired Network

Windows<sup>®</sup>, go to page 12 Macintosh, go to page 15



# For USB Interface Users (Windows® XP/XP Professional x64 Edition/Windows Vista®/ Windows® 7)



#### Before you install

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

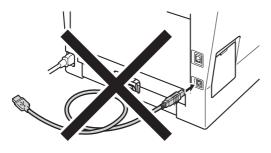
#### Important

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



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

Turn off the machine and make sure the USB interface cable is **NOT** connected to the machine. If you have already connected the cable, disconnect it.



## 12

#### **Install MFL-Pro Suite**

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



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

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



#### Note

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



If you want to install the PS driver (BR-Script3 printer driver), choose **Custom Install** and then follow the on-screen instructions.

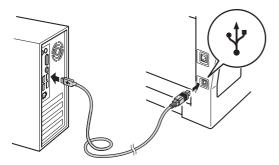
**Macintosh** 



Follow the on-screen instructions until this screen appears.



Connect the USB cable to the USB port marked with the symbol on your machine and then connect the cable to your computer.



Turn the machine on.

The installation will automatically continue. The installation screens appear one after another. If prompted, follow any on-screen instructions.

#### Important

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

- When the **On-Line Registration** screen appears, make your selection and follow the on-screen instructions. Once you have completed the registration process, click **Next**.
- When the **Setup Complete** screen appears, check the box of the action you want to perform, and then click **Next**.

# 13

#### Finish and restart

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



- If an error message appears during the software installation, run the Installation Diagnostics located in Start/All Programs/Brother/DCP-XXXX (where DCP-XXXX is your model name).
- Depending on your security settings, a Windows® Security or antivirus software window may appear when using the machine or its software. Please allow or permit the window to continue.



The installation is now complete.



#### **XML Paper Specification Printer Driver**

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



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



#### Before you install

Make sure your machine is connected to the power and your Macintosh is ON. You must be logged on with Administrator rights.

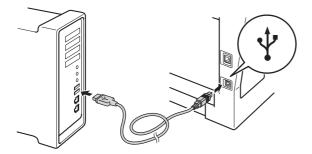
#### Important

For users of Mac OS X 10.5.7 or lower, upgrade to Mac OS X 10.5.8 - 10.7.x. (For the latest drivers and information for the Mac OS X you are using, visit http://solutions.brother.com/.)



If you want to add the PS driver (BR-Script3 printer driver), please go to the Brother Solutions Center at <a href="http://solutions.brother.com/">http://solutions.brother.com/</a> and visit FAQ's on your model page for instructions.

Connect the USB cable to the USB port marked with the symbol on your machine and then connect the cable to your Macintosh.



C Make sure your machine's power switch is on.

## 12

#### **Install MFL-Pro Suite**

- Put the installer CD-ROM into your CD-ROM drive.
- Double-click the **Start Here OSX** icon. If prompted, select your model and then follow the on-screen instructions.



#### Important

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

Choose your machine from the list, and then click **OK**.



When this screen appears, click **Next**.





The installation of MFL-Pro Suite is now complete.

Go to step 13 on page 11.

Macintosh



# Download and install Presto! PageManager

**USB** 

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

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





The installation is now complete.



#### For Wired Network Interface Users (Windows® XP/XP Professional x64 Edition/Windows Vista®/ Windows® 7)



#### Before you install

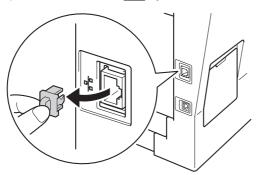
Make sure that your computer is ON and you are logged on with Administrator rights.

#### Important

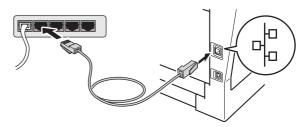
- If there are any programs running, close them.
- · The screens may differ depending on your operating system.



- The installer CD-ROM includes Nuance™ PaperPort™ 12SE. This software supports Windows® XP (SP3 or greater), XP Professional x64 Edition (SP2 or greater), Windows Vista® (SP2 or greater) and Windows® 7. Update to the latest Windows® Service Pack before installing MFL-Pro Suite.
- · Disable all personal firewall software (other than Windows® Firewall), anti-spyware or antivirus applications for the duration of the installation.
- b Remove the protective cap from the Ethernet port marked with a R symbol.



C Connect the network interface cable to the Ethernet port and then connect it to a free port on your hub.



Make sure your machine's power switch is on.

#### **Install MFL-Pro Suite**

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



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

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





#### Note

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



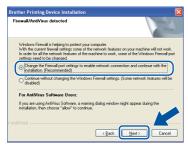
### **Wired Network**

Choose Wired Network Connection (Ethernet) and then click Next.



If you want to install the PS driver (BR-Script3 printer driver), choose Custom Install and then follow the on-screen instructions.

d When the Firewall/AntiVirus detected screen appears, choose Change the Firewall port settings to enable network connection and continue with the installation. (Recommended) and click Next.



If you are not using the Windows® Firewall, see the user's guide for your software for information on how to add the following network ports.

- For network scanning, add UDP port 54925.
- If you still have trouble with your network connection, add UDP port 161 and 137.
- e The installation will automatically continue. The installation screens appear one after another. If prompted, follow any on-screen instructions.

#### Important

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



- If prompted, choose your machine from the list, and then click Next.
- If your machine is not found over the network, confirm your settings by following the on-screen instructions.
- · If there is more than one of the same model connected on your network, the IP Address and Node Name will be displayed to help you identify the machine.
- · You can find your machine's IP address and the node name by printing out the Network Configuration Report. See Print the Network Configuration Report on page 17.
- For Windows Vista® and Windows® 7 users, when the Windows Security screen appears. select the check box and click Install to complete the installation correctly.

- When the On-Line Registration screen appears, make your selection and follow the on-screen instructions. Once you have completed the registration process, click Next.
- q When the **Setup Complete** screen appears, check the box of the action you want to perform, and then click Next.

# Finish and restart

Click Finish to restart your computer. After restarting the computer, you must log on with Administrator rights.



- If an error message appears during the software installation, run the Installation Diagnostics located in Start/All Programs/Brother/DCP-XXXX LAN (where DCP-XXXX is your model name).
- · Depending on your security settings, a Windows® Security or antivirus software window may appear when using the machine or its software. Please allow or permit the window to continue.



# 14

# Install MFL-Pro Suite on additional computers (if needed)

If you want to use your machine with multiple computers on the network, install MFL-Pro Suite on each computer. Go to step **12** on page 12.



#### Network license (Windows®)

This product includes a PC license for up to 5 users. This license supports the installation of the MFL-Pro Suite including Nuance™
PaperPort™ 12SE on up to 5 PCs on the network. If you want to use more than 5 PCs with Nuance™ PaperPort™ 12SE installed, please purchase the Brother NL-5 pack which is a multiple PC license agreement pack for up to 5 additional users. To purchase the NL-5 pack, contact your authorized Brother dealer or contact Brother customer service.



### The installation is now complete.



#### **XML Paper Specification Printer Driver**

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



### For Wired Network Interface Users (Mac OS X 10.5.8 - 10.7.x)



#### Before you install

Make sure your machine is connected to the power and your Macintosh is ON. You must be logged on with Administrator rights.

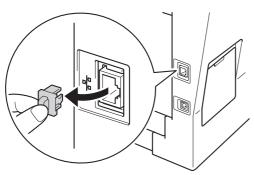
#### Important

For users of Mac OS X 10.5.7 or lower, upgrade to Mac OS X 10.5.8 - 10.7.x. (For the latest drivers and information for the Mac OS X you are using, visit <a href="http://solutions.brother.com/">http://solutions.brother.com/</a>.)

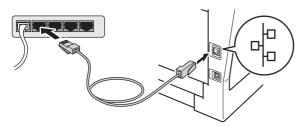


If you want to add the PS driver (BR-Script3 printer driver), please go to the Brother Solutions Center at <a href="http://solutions.brother.com/">http://solutions.brother.com/</a> and visit FAQ's on your model page for instructions.

Remove the protective cap from the Ethernet port marked with a symbol.



Connect the network interface cable to the Ethernet port and then connect it to a free port on your hub.



Make sure your machine's power switch is on.

## 12

#### **Install MFL-Pro Suite**

- Put the installer CD-ROM into your CD-ROM drive.
- Double-click the **Start Here OSX** icon. If prompted, select your model and then follow the on-screen instructions.



#### Important

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

Choose your machine from the list, and then click **OK**.





If your machine is not found over the network, confirm your network settings. See *Before you install* on page 15.



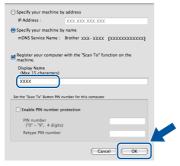


#### Note

- You can find your machine's MAC Address (Ethernet Address) and IP Address by printing out the Network Configuration Report. See Print the Network Configuration Report on page 17.
- · If this screen appears click OK.



- 1) Enter a name for your Macintosh in **Display Name** (up to 15 characters long).
- 2) If you want to use the machine's SCAN key to scan over the network, you must check the Register your computer with the "Scan To" function on the machine box.
- 3) Click OK. Go to d.



- The name you enter will appear on the machine's LCD when you press (SCAN) and choose a scan option. (For more information, see Network Scanning (For network models) in the Software User's Guide.)
- When this screen appears, click **Next**.





The installation of MFL-Pro Suite is now complete.
Go to step 13 on page 16.

# Download and install Presto! PageManager

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

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



# Install MFL-Pro Suite on additional computers (if needed)

If you want to use your machine with multiple computers on the network, install MFL-Pro Suite on each computer. Go to step **12** on page 15.



The installation is now complete.

### **For Network Users**

### Web Based Management (web browser)

The Brother print server is equipped with a web server that allows you to monitor its status or change some of its configuration settings, using HTTP (Hyper Text Transfer Protocol).



We recommend Windows® Internet Explorer® 7.0/8.0 or Firefox® 3.6 for Windows® and Safari 4.0/5.0 for Macintosh. Please also make sure that JavaScript and cookies are always enabled in whichever browser you use. To use a web browser, you will need to know the IP address of the print server. The IP address of the print server is listed on the Network Configuration Report.

- Open your browser.
- Type "http://machine's IP address/" into your browser's address bar (where "machine's IP address" is the IP address of the Brother machine or the print server name).
  - For example: http://192.168.1.2/





If you have configured an optional login password, you must enter it when prompted to access the Web Based Management.

For more information, see Web Based Management in the Network User's Guide.

### **Print the Network Configuration Report**

You can print the Network Configuration Report to confirm the current network settings.

- Turn on the machine and wait until the machine is in the Ready state.
- Press Menu, 6, 5.
- Press **Start**.

  The machine will print the current network settings.
- Press Stop/Exit.

### Restore the network settings to the factory default

To restore all network settings of the internal Print/Scan server to the factory default, please follow the steps below.

- Make sure the machine is not operating, then disconnect all the cables from the machine (except the power cord).
- Press Menu, 5, 0.
- C Press 1 to choose Reset.
- Press 1 to choose Yes.

The machine will restart, re-connect the cables once this is complete.

### **Other Information**

#### **Brother CreativeCenter**



Get inspired. If you're using Windows®, double-click the Brother CreativeCenter icon on your desktop to access our FREE web site with many ideas and resources for personal and professional use.



Mac users can access Brother CreativeCenter at this web address:

http://www.brother.com/creativecenter/

### **Options and Consumables**

#### **Options**

The machine has the following optional accessories. You can expand the capabilities of the machine by adding these items. For more information about the optional Lower Tray Unit and compatible SO-DIMM Memory, visit us at <a href="http://solutions.brother.com/">http://solutions.brother.com/</a>.



For installing the SO-DIMM Memory, see *Installing extra memory* in the *Advanced User's Guide*.

Lower Tray Unit	SO-DIMM Memory
LT-5400	You can increase the memory by installing one
The lower paper tray unit can hold up to 500 sheets of paper. When the tray is installed, the machine expands total input capacity up to 800 sheets.	SO-DIMM (Small Outline Dual In-line Memory Module).

#### **Consumables**

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

Toner cartridge	Drum unit
Standard Toner: TN-3330 High Yield Toner: TN-3380	DR-3300

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