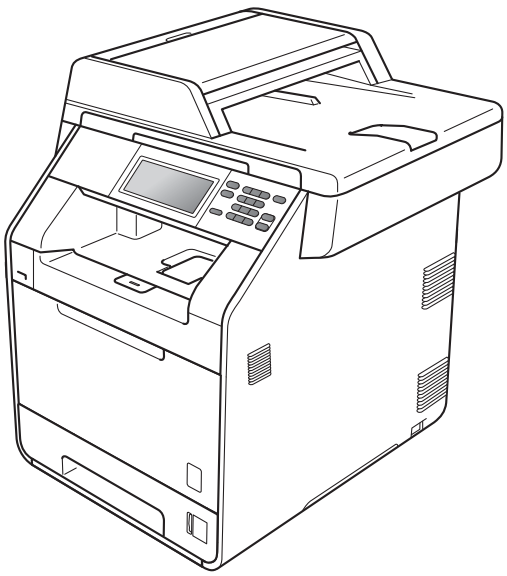
ADVANCED USER'S GUIDE

DCP-9270CDN



Version 0

UK/IRE

User's Guides and where do I find it?

Which manual?	What's in it?	Where is it?
Safety and Legal	Read this Guide first. Please read the Safety Instructions before you set up your machine. See this Guide for trademarks and legal limitations.	Printed / In the box
Quick Setup Guide	Follow the instructions for setting up your machine and installing the drivers and software for the operating system and connection type you are using.	Printed / In the box
Basic User's Guide	Learn the basic Copy, Scan and Direct Print operations and how to replace consumables. See troubleshooting tips.	PDF file / Documentation CD-ROM / In the box
Advanced User's Guide	Learn more advanced operations: Copy, security features, printing reports and performing routine maintenance.	PDF file / Documentation CD-ROM / In the box
Software User's Guide	Follow these instructions for Printing, Scanning, Network Scanning and using the Brother ControlCenter utility.	PDF file / Documentation CD-ROM / In the box
Network Glossary	This Guide provides basic information about advanced network features of Brother machines along with explanations about general networking and common terms.	PDF file / Documentation CD-ROM / In the box
Network User's Guide	This Guide provides useful information about wired and wireless network settings and security settings using the Brother machine. You can also find supported protocol information for your machine and detailed troubleshooting tips.	PDF file / Documentation CD-ROM / In the box

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1 General Setup

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) *will* be lost. Also, during a power failure the machine will retain the date and time up to 60 hours.

Automatic daylight savings time

You can set the machine to change automatically for Daylight Savings Time. It will set itself forward one hour in the Spring, and back one hour in the Autumn.

1. Press `MENU`.
2. Press ▲ or ▼ to display `Initial Setup`.
   Press `Initial Setup`.
3. Press `Date&Time`.
4. Press `Auto Daylight`.
5. Press `On` or `Off`.
6. Press **Stop/Exit**.

Ecology features

Toner Save

You can save toner using this feature. When you set Toner Save to On, prints appear lighter. The default setting is Off.

1. Press MENU.
2. Press ▲ or ▼ to display General Setup.
   Press General Setup.
3. Press ▲ or ▼ to display Ecology.
   Press Ecology.
4. Press Toner Save.
5. Press On or Off.
6. Press **Stop/Exit**.

Note

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

Sleep mode

The Sleep Mode Setting can reduce power consumption. When the machine is in Sleep Mode (Power Save mode) it acts as though it were turned off. Receiving data or starting an operation wakes up the machine from Sleep mode to Ready mode.

You can choose how long the machine must be idle before it goes into sleep mode. When the machine receives computer data or makes a copy, the timer will be reset. The default setting is 3 minutes.

When the machine goes into Sleep mode, the LCD backlight turns off.

1. Press MENU.
2. Press ▲ or ▼ to display General Setup.
   Press General Setup.
3. Press ▲ or ▼ to display Ecology.
   Press Ecology.
4. Press Sleep Time.
5. Using the dial pad on the Touchscreen, enter the length of time the machine will remain idle before entering sleep mode.
   Press OK.
6. Press **Stop/Exit**.

Deep Sleep mode

If the machine is in Sleep mode and does not receive any jobs for a certain length of time, the machine will go into Deep Sleep mode automatically. Deep Sleep mode uses less power than Sleep mode. The machine will wake up and start warming up when the machine receives a computer data, or when you press the Touchscreen or a key on the control panel.

When the machine is in Deep Sleep mode, the LCD backlight is Off and the mode keys are dimmed.

If the machine has secure print data it will not enter Deep Sleep mode.

LCD screen

Setting the backlight brightness

You can adjust the brightness of the LCD backlight. If you are having difficulty reading the LCD, try changing the brightness setting.

1. Press `MENU`.
2. Press ▲ or ▼ to display `General Setup`.
   Press `General Setup`.
3. Press ▲ or ▼ to display `LCD Settings`.
   Press `LCD Settings`.
4. Press `Backlight`.
5. Press `Light`, `Med` or `Dark`.
6. Press **Stop/Exit**.

Setting the Dim Timer for the backlight

You can set how long the LCD backlight stays on after you go back to the Ready screen.

1. Press `MENU`.
2. Press ▲ or ▼ to display `General Setup`.
   Press `General Setup`.
3. Press ▲ or ▼ to display `LCD Settings`.
   Press `LCD Settings`.
4. Press `Dim Timer`.
5. Press `Off`, `10 Secs`, `20 Secs` or `30 Secs`.
6. Press **Stop/Exit**.

User Settings Report

You can print a report of your programmed settings.

1. Press MENU.
2. Press ▲ or ▼ to display Print Reports. Press Print Reports.
3. Press User Settings.
4. Press **Mono Start** or **Colour Start**.
5. Press **Stop/Exit**.

Network Configuration Report

You can print a report showing the current network configuration, including the internal print server settings.

1. Press MENU.
2. Press ▲ or ▼ to display Print Reports. Press Print Reports.
3. Press Network Config.
4. Press **Mono Start** or **Colour Start**.
5. Press **Stop/Exit**.

2 Security features

Secure Function Lock 2.0

Secure Function Lock lets you restrict Public access to the following machine functions:

- Copy
- Scan
- Direct Print
- Print
- Color Print

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

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, you will have to reset the password stored in the machine. For information about how to reset the password call your Brother dealer for service.

Note

- Secure Function Lock can be set manually at the control panel or by using Web Based Management. We recommend using Web Based Management to configure this feature. For more information, see the *Network User's Guide*.
- Only administrators can set limitations and make changes for each user.

Setting and changing the Administrator Password

Setting up the password

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 and changing restricted users* on page 7 and *Turning Secure Function Lock on/off* on page 8.)

Note

Make a careful note of the administrator password. If you enter the wrong password, the LCD will show `Wrong Password`. Re-enter the correct password. If you forget it, please call your Brother dealer for service.

1. Press `MENU`.
2. Press ▲ or ▼ to display `General Setup`.
   Press `General Setup`.
3. Press ▲ or ▼ to display `Function Lock`.
   Press `Function Lock`.
4. Enter a four-digit number for the password by pressing the buttons on the Touchscreen.
   Press `OK`.
5. Re-enter the password when the LCD shows `Verify`.
   Press `OK`.
6. Press **Stop/Exit**.

Changing the password

1. Press MENU.
2. Press ▲ or ▼ to display General Setup.
   Press General Setup.
3. Press ▲ or ▼ to display Function Lock.
   Press Function Lock.
4. Press Set Password.
5. Enter the registered four-digit password by pressing the buttons on the Touchscreen.
   Press OK.
6. Enter a four-digit number for the new password by pressing the buttons on the Touchscreen.
   Press OK.
7. Re-enter the password when the LCD shows Verify.
   Press OK.
8. Press **Stop/Exit**.

Setting up and changing the Public user mode

Public user mode restricts the functions that are available for Public users. Public users do not need to enter a password to access the features made available through this setting. You can set up one Public user.

1. Press MENU.
2. Press ▲ or ▼ to display General Setup.
   Press General Setup.
3. Press ▲ or ▼ to display Function Lock.
   Press Function Lock.
4. Press Setup ID.
5. Enter the administrator password by pressing the buttons on the Touchscreen.
   Press OK.
6. Press ▲ or ▼ to display Public.
   Press Public.
7. Do one of the following:
   - To set up the Public user, press Enable or Disable for each operation, as follows: Press Copy. Then press Enable or Disable. After you have set Copy, repeat these steps for Scan, Direct Print, Print and Color Print.
   - To change the Public user settings, press ▲ or ▼ to display the setting you want to change. Press the setting and press Enable or Disable. Repeat this step until you finish changing settings.
8. Press **Stop/Exit**.

Setting up and changing restricted users

You can set up users with restrictions and a password for functions that are available to them. You can set up more advanced restrictions, such as by page count or PC user login name, through Web Based Management. (For more information, see the *Network User's Guide*.) You can set up to 25 restricted users with restrictions and a password.

Setting up restricted users

1. Press `MENU`.
2. Press ▲ or ▼ to display `General Setup`.
   Press `General Setup`.
3. Press ▲ or ▼ to display `Function Lock`.
   Press `Function Lock`.
4. Press `Setup ID`.
5. Enter the four-digit administrator password by pressing the buttons on the Touchscreen.
   Press `OK`.
6. Press ▲ or ▼ to display `User01`.
   Press `User01`.
7. Enter the user name by pressing the buttons on the Touchscreen. (See *Entering text* in *Appendix C* of the *Basic User's Guide*.)
   Press `OK`.
8. Enter a four-digit user password by pressing the buttons on the Touchscreen.
   Press `OK`.
9. To set up the restricted user, press `Enable` or `Disable` for each operation, as follows: Press `Copy`. Then press `Enable` or `Disable`. After you have set `Copy`, repeat these steps for `Scan`, `Direct Print`, `Print` and `Color Print`.
10. Repeat steps ❻ to ❾ for entering each additional user and password.
11. Press **Stop/Exit**.

Note

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

Changing user name, password or settings for restricted users

1. Press `MENU`.
2. Press ▲ or ▼ to display `General Setup`.
   Press `General Setup`.
3. Press ▲ or ▼ to display `Function Lock`.
   Press `Function Lock`.
4. Press `Setup ID`.
5. Enter the four-digit administrator password by pressing the buttons on the Touchscreen.
   Press `OK`.
6. Press ▲ or ▼ to display the existing restricted user you want to change.
   Press the user name.
7. Press `Change`.
   To change the user name, enter a new user name by pressing the buttons on the Touchscreen. (See *Entering text* in *Appendix C* of the *Basic User's Guide*.)
   Press `OK`.

8. To change the password, enter a new four-digit user password by pressing the buttons on the Touchscreen.
Press OK.

9. To change a restricted user's settings, press ▲ or ▼ to display the setting you want to change. Press the setting and then press Enable or Disable.
Repeat this step until you are finished making changes.

10. Press **Stop/Exit**.

Note

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

Reset existing restricted users

1. Press MENU.
2. Press ▲ or ▼ to display General Setup.
Press General Setup.
3. Press ▲ or ▼ to display Function Lock.
Press Function Lock.
4. Press Setup ID.
5. Enter the four-digit administrator password by pressing the buttons on the Touchscreen.
Press OK.
6. Press ▲ or ▼ to display the existing restricted user you want to reset.
Press the user name.
7. Press Reset.
8. Press Yes to reset the existing restricted user.
9. Press **Stop/Exit**.

Turning Secure Function Lock on/off

Turning Secure Function Lock on

1. Press MENU.
2. Press ▲ or ▼ to display General Setup.
Press General Setup.
3. Press ▲ or ▼ to display Function Lock.
Press Function Lock.
4. Press Lock Off→On.
5. Enter the registered four-digit administrator password by pressing the buttons on the Touchscreen.
Press OK.

Turning Secure Function Lock off

1. Press Public or xxxxx on the LCD. (Where xxxxx is the user's name.)
2. Press Lock On→Off.
3. Enter the registered four-digit administrator password by pressing the buttons on the Touchscreen.
Press OK.

Note

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

Switching Users

This setting allows you to switch between registered restricted users or Public mode when Secure Function Lock is turned on.

Changing to the restricted user Mode

1. Press `Public` or `xxxxx` (where xxxxx is the user's name).
   Press `Change User`.
2. Press ▲ or ▼ to display your user name.
3. Press your user name.
4. Enter the registered four-digit user password by pressing the buttons on the Touchscreen.
   Press `OK`.

Changing to the Public Mode

1. Press `xxxxx` (where xxxxx is the user's name).
2. Press `Go to Public`.

Note

- After a restricted user has finished using the machine, it will return to the Public setting in two minutes.
- If your ID has set page limit restrictions and already reached the maximum number of pages, the LCD will show `Limit Exceeded` when you print data. Contact your administrator to check your Secure Function Lock Settings.
- If your ID has set Colour Print restrictions to `Disable`, the LCD will show `No Permission` when you try to print coloured data. The machine prints the data in black & white only.

3 Printing reports

Reports

The following reports are available:

1 `Journal Report`

Prints a list of information about your last 200 outgoing E-mails.

2 `User Settings`

Print a list of your current settings.

3 `Network Config`

Lists your network settings.

4 `Drum Dot Print`

Prints the drum dot check sheet to troubleshoot a dotted print problem.

How to print a report

1. Press `MENU`.
2. Press ▲ or ▼ to display `Print Reports`.
   Press `Print Reports`.
3. Press the report you want to print.
4. Press **Mono Start** or **Colour Start**.
5. Press **Stop/Exit**.

4 Making copies

Copy settings

You can change the copy settings temporarily for the next copy.

These settings are temporary, and the machine returns to its default settings one minute after copying.

To change a setting, press (**COPY**) and then press ◀ or ▶ to scroll through the copy settings. When the setting you want is displayed, press the button.

When you are finished choosing settings, press **Mono Start** or **Colour Start**.

Stop copying

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

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 mainly text.

- Photo

  Better copy quality for photographs.

- Graph

  Suitable for copying receipts.

1. Press (**COPY**).
2. Load your document.
3. Enter the number of copies you want.
4. Press ◀ or ▶ to display Quality.
   Press Quality.
5. Press Auto, Text, Photo or Graph.
6. If you do not want to change additional settings, press **Mono Start** or **Colour Start**.

Enlarging or reducing the image copied

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

1. Press (**COPY**).
2. Load your document.
3. Enter the number of copies you want.
4. Press ◄ or ► to display `Enlarge/Reduce`.
   Press `Enlarge/Reduce`.
5. Press `100%`, `Enlarge`, `Reduce` or `Custom(25-400%)`.
6. Do one of the following:
   - If you chose `Enlarge` or `Reduce`, press the enlargement or reduction ratio button you want.
   - If you chose `Custom(25-400%)`, enter an enlargement or reduction ratio from 25% to 400%.

     Press `OK`.
   - If you chose `100%`, go to step 7.

100%*
104% EXE → LTR
141% A5 → A4
200%
50%
70% A4 → A5
78% LGL → LTR
83% LGL → A4
85% LTR → EXE
91% Full Page
94% A4 → LTR
97% LTR → A4
Custom(25-400%)

7. If you do not want to change additional settings, press **Mono Start** or **Colour Start**.

Note

Page Layout Options 2 in 1 (P), 2 in 1 (L), 2 in 1 (ID), 4 in 1 (P) and 4 in 1 (L) are *not* available with Enlarge/Reduce.

Duplex (2-sided) Copying

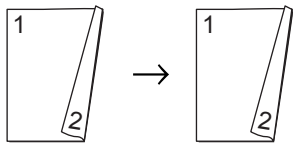
If you want to use the automatic duplex copy feature, load your document in the ADF.

If you get an Out of Memory message while you are making duplex copies, try installing extra memory. (See *Installing extra memory* on page 34.)

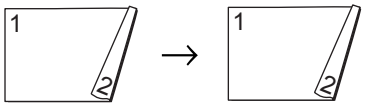
You must choose a 2–sided copy layout from the following options before you can start duplex copying. The layout of your document determines which 2–sided copy layout you should choose.

■ **2side→2side**

Portrait

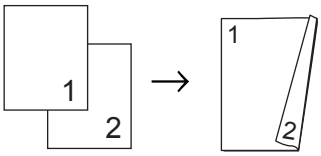


Landscape

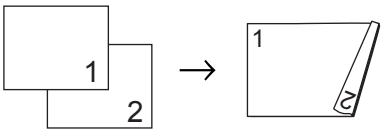


■ **1side→2side Long Edge Flip**

Portrait

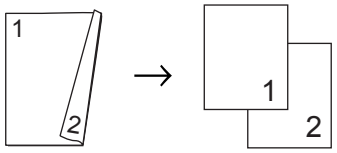


Landscape

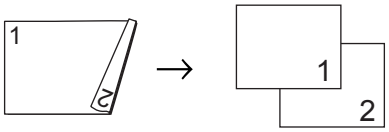


■ **2side→1side Long Edge Flip**

Portrait

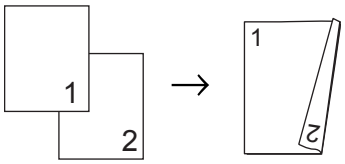


Landscape

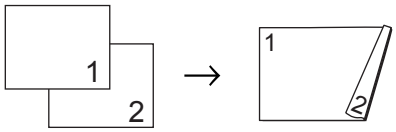


■ **1side→2side Short Edge Flip**

Portrait

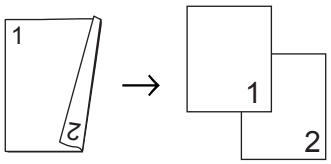


Landscape

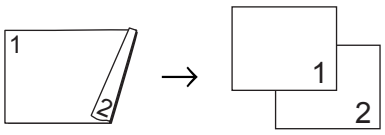


■ **2side→1side Short Edge Flip**

Portrait



Landscape



1. Press (**COPY**).
2. Load your document.
3. Enter the number of copies you want.

4 Press ◄ or ► to display `Duplex Copy`.
Press `Duplex Copy`.

5 Press ◄ or ► to display the following layout options:
`2side→2side`,
`1side→2side LongEdgeFlip`,
`2side→1side LongEdgeFlip`,
`1side→2side ShortEdgeFlip`,
`2side→1side ShortEdgeFlip`,
`Off`

Press the option you want.

6 If you do not want to change additional settings, press **Mono Start** or **Colour Start**.

Tray selection

You can temporarily change the Tray Use option for the next copy.

1 Press (**COPY**).

2 Load your document.

3 Enter the number of copies you want.

4 Press ◄ or ► to display `Tray Use`.
Press `Tray Use`.

5 Press `MP>T1`, `MP>T1>T2` [1], `T1>MP`, `T1>T2>MP` [1], `Tray#1 Only`, `Tray#2 Only` [1] or `MP Only`.

[1] `T2` and `Tray#2 Only` appears only if the optional lower tray is installed.

6 If you do not want to change additional settings, press **Mono Start** or **Colour Start**.

Note

To change the default setting for Tray Use, see *Tray Use in copy mode* in *Chapter 2* of the *Basic User's Guide*.

Adjusting Brightness and Contrast

Brightness

Adjust the copy brightness to make copies darker or lighter.

1. Press (**COPY**).
2. Load your document.
3. Enter the number of copies you want.
4. Press ◀ or ▶ to display `Brightness`.
   Press `Brightness`.
5. Press ◀ to make a darker copy or press ▶ to make a lighter copy.
   Press `OK`.
6. If you do not want to change additional settings, press **Mono Start** or **Colour Start**.

Contrast

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

1. Press (**COPY**).
2. Load your document.
3. Enter the number of copies you want.
4. Press ◀ or ▶ to display `Contrast`.
   Press `Contrast`.
5. Press ◀ to decrease the contrast or press ▶ to increase the contrast.
   Press `OK`.
6. If you do not want to change additional settings, press **Mono Start** or **Colour Start**.

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. Press (**COPY**).
2. Load your document in the ADF.
3. Enter the number of copies you want.
4. Press ◀ or ▶ to display `Stack / Sort`.
   Press `Stack / Sort`.
5. Press `Sort`.
6. If you do not want to change additional settings, press **Mono Start** or **Colour Start**.

Note

Sort is available only when the document is in the ADF.

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. If you want to copy both sides of an ID card onto one page, see *2 in 1 ID Copy* on page 17.

IMPORTANT

- Please make sure the paper size is set to `Letter`, `A4`, `Legal` or `Folio`.
- You cannot use the Enlarge/Reduce setting with the N in 1 feature.
- (`P`) means Portrait and (`L`) means Landscape.

1. Press (**COPY**).
2. Load your document.
3. Enter the number of copies you want.
4. Press ◀ or ▶ to display `Page Layout`.
   Press `Page Layout`.
5. Press ◀ or ▶ to display `Off(1in1)`, `2in1(P)`, `2in1(L)`, `2in1(ID)` [1], `4in1(P)` or `4in1(L)`.
   Press the button you want.

   [1] For details about `2in1(ID)`, see *2 in 1 ID Copy* on page 17.
6. If you do not want to change additional settings, press **Mono Start** or **Colour Start** to scan the page.
   If you placed the document in the ADF, the machine scans the pages and starts printing.

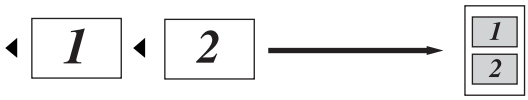
   If you are using the scanner glass, go to step ❼.
7. After the machine scans the page, press `Yes` to scan the next page.
8. Put the next page on the scanner glass. Press **Mono Start** or **Colour Start**. Repeat steps ❼ and ❽ for each page of the layout.
9. After all the pages have been scanned, press `No` in step ❼ to finish.

If you are copying from the ADF:

Insert your document *face up* in the direction shown below:

■ **2 in 1 (P)**

■ **2 in 1 (L)**



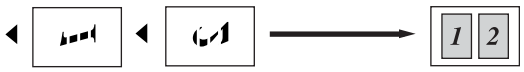
■ **4 in 1 (P)**

■ **4 in 1 (L)**

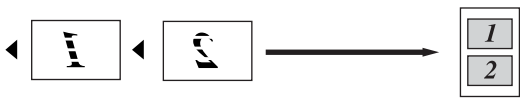
If you are copying from the scanner glass:

Insert your document *face down* in the direction shown below:

■ **2 in 1 (P)**



■ **2 in 1 (L)**



■ **4 in 1 (P)**

■ **4 in 1 (L)**

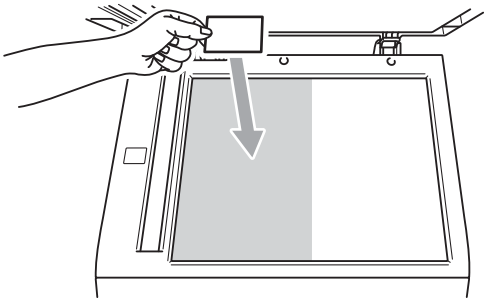
2 in 1 ID Copy

You can copy both sides of your identification card onto one page, keeping the original card size.

Note

You can copy an identification card to the extent permitted under applicable laws. See *Unlawful use of copying equipment* in the *Safety and Legal Booklet*.

1. Press (**COPY**).
2. Place your identification card *face down* on the left side of the scanner glass.



■ Even if a document is placed on the ADF, the machine scans the data from the scanner glass.

3. Enter the number of copies you want.
4. Press ◀ or ▶ to display `Page Layout`. Press `Page Layout`.
5. Press ◀ or ▶ to display `2in1(ID)`. Press `2in1(ID)`.
6. Press **Mono Start** or **Colour Start**. After the machine scans the first side of the card, the LCD will display `Turn over the ID Card Then Press Start`.
7. Turn over your identification card and place it on the left side of the scanner glass.

8 Press **Mono Start** or **Colour Start**. The machine scans the other side of the card and prints the page.

Note

When 2 in 1 ID Copy is chosen, the machine sets the quality to `Photo` and the contrast to `+2`.

Adjusting Colour (Saturation)

You can change the default setting for colour saturation.

1 Press (**COPY**).

2 Load your document.

3 Enter the number of copies you want.

4 Press ◄ or ► to display `Color Adjust`.
Press `Color Adjust`.

5 Press `Red`, `Green` or `Blue`.

6 Press ◄ to decrease or ► to increase the colour saturation.
Press `OK`.

7 Repeat steps ❺ and ❻ if you want to adjust the next colour. Press .

8 If you do not want to change additional settings, press **Mono Start** or **Colour Start**.

Setting your changes as the new default

You can save the copy settings for `Quality`, `Brightness`, `Contrast` and `Color Adjust` you use most often by setting them as the default. These settings will stay until you change them again.

1. Press (**COPY**).
2. Press ◄ or ► to choose the setting you want to change, and then press the new option.
   Repeat this step for each setting you want to change.
3. After changing the last setting, press ◄ or ► to display `Set New Default`.
   Press `Set New Default`.
4. Press `Yes`.
5. Press **Stop/Exit**.

Restoring all copy settings to the factory settings

You can restore all the copy settings you have changed to the factory settings. These settings will stay until you change them again.

1. Press (**COPY**).
2. After changing the last setting, press ◄ or ► to display `Factory Reset`.
   Press `Factory Reset`.
3. Press `Yes`.
4. Press **Stop/Exit**.

Setting your favourites

You can store the copy settings that you use most often by setting them as a favourite. You can set up to three favourites.

1. Press (**COPY**).
2. Choose the copy option and settings you want to store.
3. Press ◄ or ► to display `Favorite Settings`.
   Press `Favorite Settings`.
4. Press `Store`.
5. Press the location where you want to store your setting for `Favorite:1`, `Favorite:2` or `Favorite:3`.
6. Do one of the following:
   - If you want to rename your setting, press ⌫ to delete characters. Then enter the new name (up to 12 characters). Press `OK`.
   - If you do not want to rename your setting, press `OK`.
7. Press **Stop/Exit**.

Retrieving your favourite setting

When you are ready to use one of your favourite set of settings, you can recall it.

1. Press (**COPY**).
2. Press `Favorite`.
3. Press the favourite setting you want to retrieve.
4. Press **Mono Start** or **Colour Start**.

Rename your favourite setting

After you stored your favourite setting, you can rename it.

1. Press (**COPY**).
2. Press ◄ or ► to display `Favorite Settings`.
   Press `Favorite Settings`.
3. Press `Rename`.
4. Press the favourite setting you want to rename.
5. Enter the new name (up to 12 characters).
6. Press `OK`.
7. Press **Stop/Exit**.

A Routine maintenance

Cleaning and checking the machine

Clean the outside and inside of the machine regularly with a dry, lint-free cloth. When you replace the toner cartridge or the drum unit, make sure that you clean the inside of the machine. If printed pages are stained with toner, clean the inside of the machine with a dry, lint-free cloth.

WARNING

DO NOT use cleaning materials that contain ammonia, alcohol, any type of spray, or any type of flammable substance to clean the outside or inside of the machine. Doing this may cause a fire or electrical shock.

See *To use the product safely* in the *Safety and Legal Booklet* for how to clean the machine.

Be careful not to inhale toner.

IMPORTANT

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

Checking the Page Counters

You can see the machine's Page Counters for copies, printed pages, reports and lists or a summary total.

1. Press `MENU`.
2. Press ▲ or ▼ to display `Machine Info.`.
   Press `Machine Info.`.
3. Press `Page Counter`.
   The LCD shows number of pages for `Total`, `List`, `Copy` or `Print`.
4. Press `Total`, `List`, `Copy` or `Print` to see the page counters for Colour and Black & White.
5. Do one of the following:
   - To see the other options, press ⮌.
   - To exit, press **Stop/Exit**.

Checking the remaining life of parts

You can see the machine's parts life on the LCD.

1. Press `MENU`.
2. Press ▲ or ▼ to display `Machine Info.`.
   Press `Machine Info.`.
3. Press `Parts Life`.
4. Press ▲ or ▼ to see the approximate remaining parts life of the `Drum`, `Belt Unit`, `Fuser`, `Laser`, `PF Kit MP`, `PF Kit 1` and `PF Kit 2`.
5. Press **Stop/Exit**.

Replacing periodic maintenance parts

The periodic maintenance parts will need to be replaced regularly to maintain the print quality. The parts listed below will have to be replaced after printing approximately 50,000 pages [1] for PF Kit MP and 100,000 pages [1] for PF Kit 1, PF Kit 2, Fuser and Laser. Please call your Brother dealer when the following messages appear on the LCD.

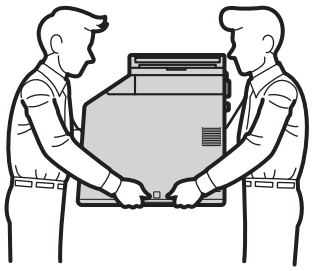
[1] A4 or Letter size single-sided pages.

LCD message	Description
`Replace Parts` `Fuser Unit`	Replace the fuser unit.
`Replace Parts` `Laser Unit`	Replace the laser unit.
`Replace Parts` `PF Kit 1`	Replace the paper feeding kit for the paper tray.
`Replace Parts` `PF Kit 2`	Replace the paper feeding kit for the lower tray (option).
`Replace Parts` `PF Kit MP`	Replace the paper feeding kit for the multi-purpose tray.

Packing and shipping the machine

WARNING

This machine is heavy and weighs approximately 28.5 kg. To prevent possible injuries at least two people should lift the machine. Be careful not to pinch your fingers when you put the machine down.



If you use a Lower Tray, carry it separately from your machine.

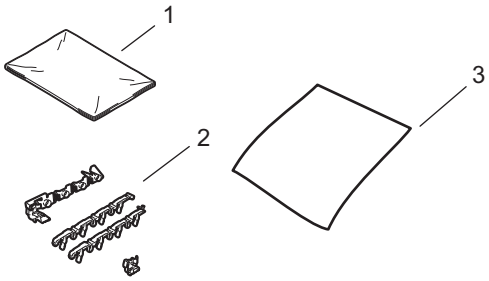
IMPORTANT

When shipping the machine, the waste toner box must be removed from the machine and put in a plastic bag, and then sealed. Failure to remove it and put it in a plastic bag before shipping may cause severe damage to the machine and may void the warranty.

Note

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.

Make sure that you have the following parts for repacking:



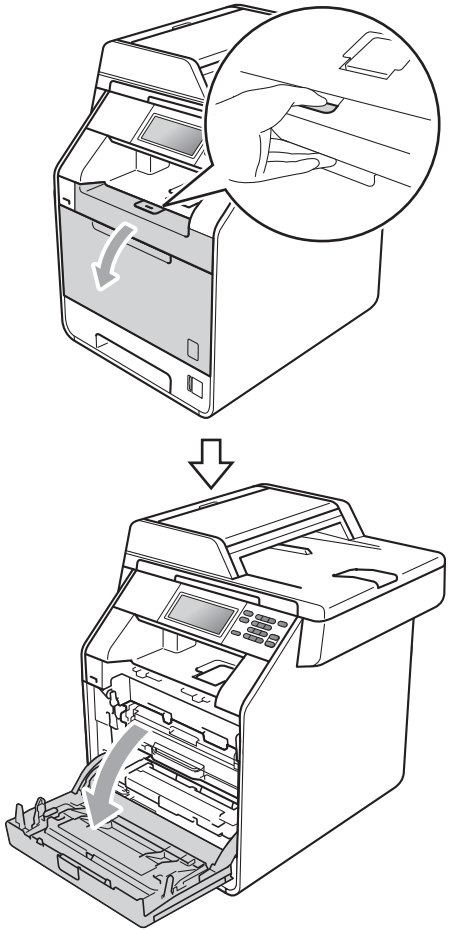
1 **Plastic bag for the waste toner box**

2 **Orange packing materials for locking the internal parts (4 pieces)**

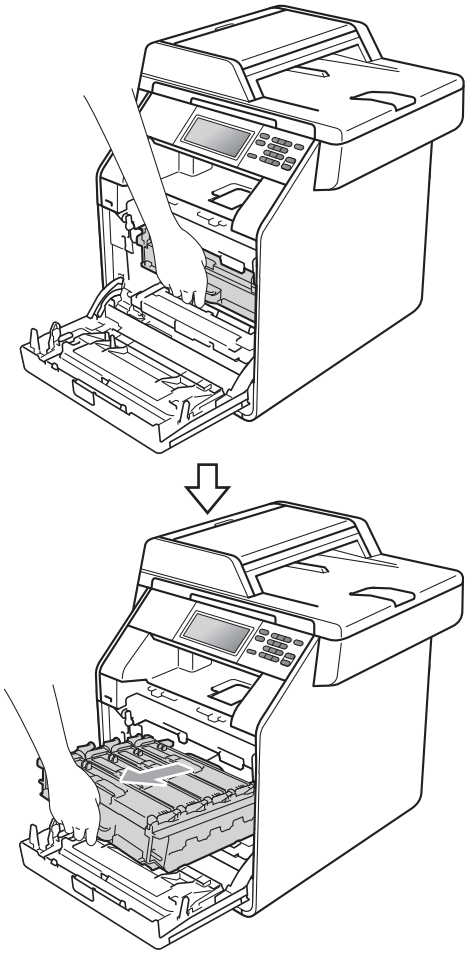
3 **A piece of paper (A4 or Letter) to protect the belt unit (Please supply this yourself)**

1. Turn off the machine. Disconnect all cables, and then unplug the power cord from the electrical socket.

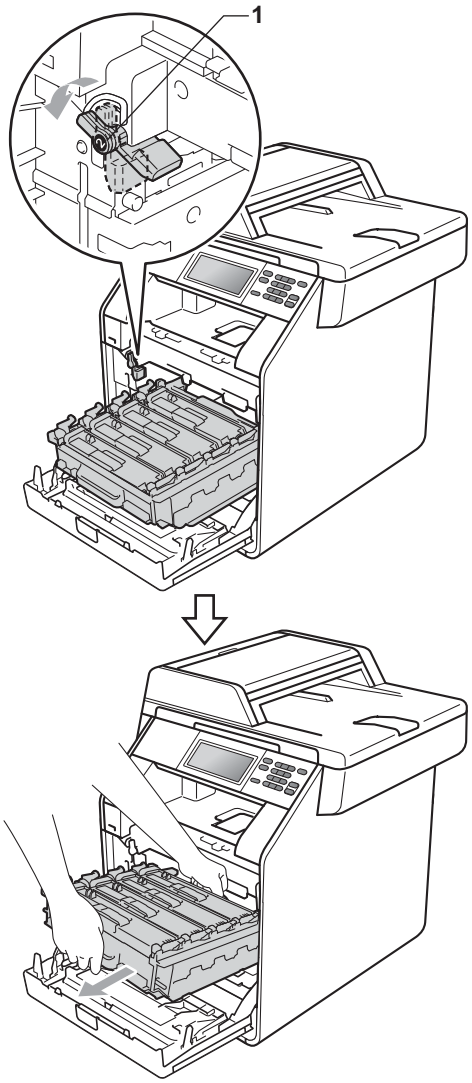
2. Press the front cover release button and then open the front cover.



3. Hold the green handle of the drum unit. Pull the drum unit out until it stops.

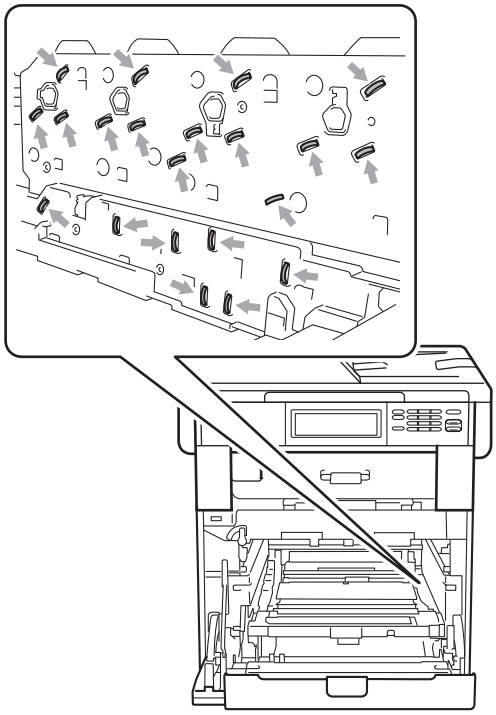


4 Turn the green lock lever (1) at the left of the machine anticlockwise to the release position. Holding the green handles of the drum unit, lift the front of the drum unit and remove it from the machine.



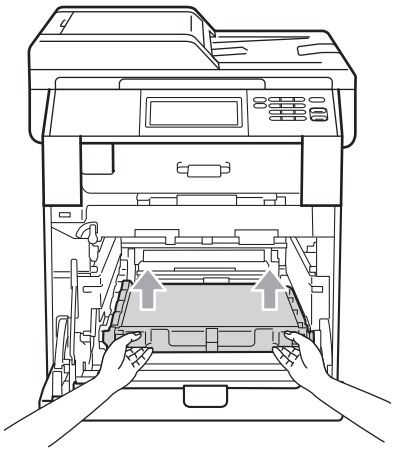
IMPORTANT

- Hold the green handles of the drum unit when you carry it. DO NOT hold the sides of the drum unit.
- We recommend that you place the drum unit on a clean, flat surface with a piece of disposable paper underneath it in case you accidentally spill or scatter toner.
- Handle the toner cartridge and the waste toner box carefully. If toner scatters on your hands or clothes, wipe or wash it off with cold water.
- To prevent damage to the machine from static electricity, DO NOT touch the electrodes shown in the illustration.

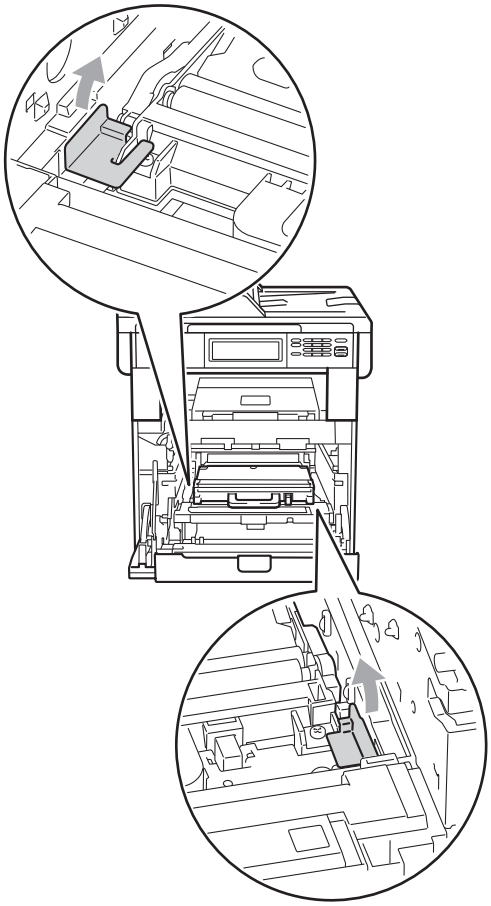


A

5 Hold the green handle of the belt unit with both hands and lift the belt unit up, then pull it out.



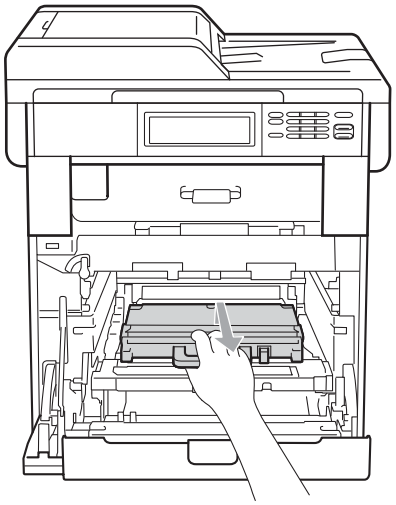
6 Remove the two pieces of orange packing material and discard them.



Note

This step is only necessary when you are replacing the waste toner box for the first time, and is not required for the replacement waste toner box. The orange packing pieces are installed at the factory to protect your machine during shipment from the factory.

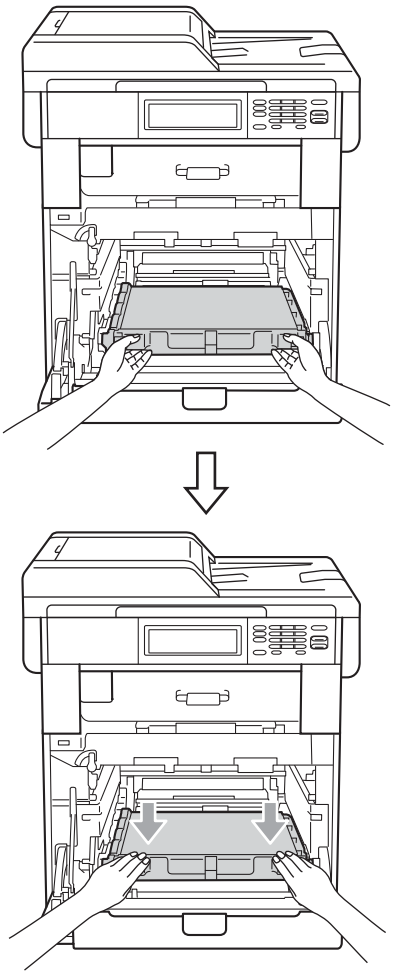
7 Remove the waste toner box from the machine using the green handle, and then put it in a plastic bag and seal the bag completely.



IMPORTANT

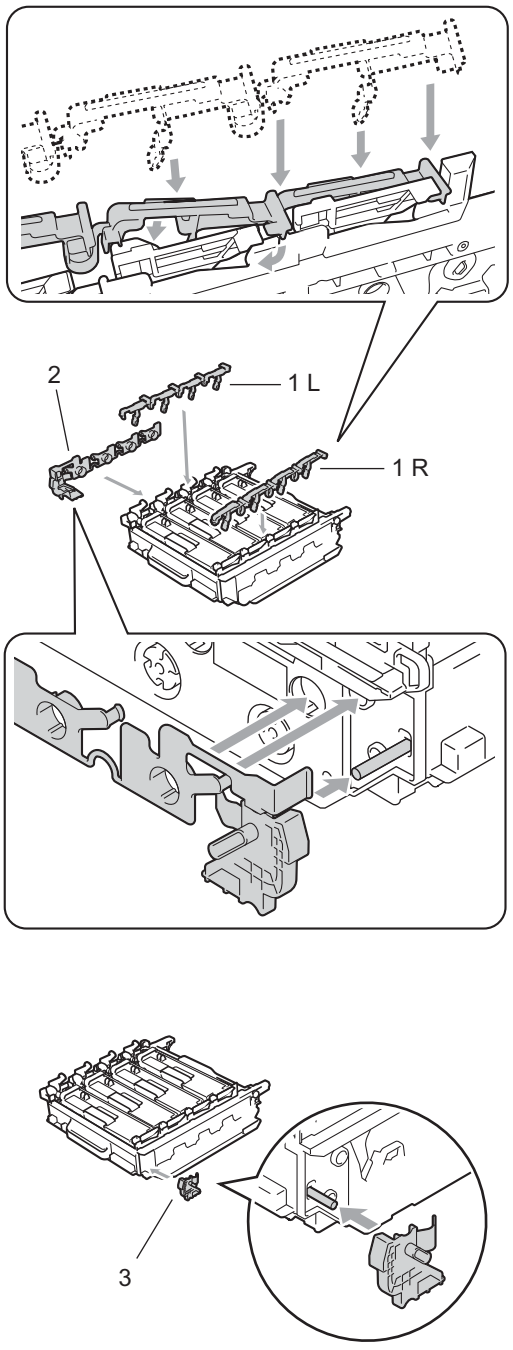
Handle the waste toner box carefully. If toner scatters on your hands or clothes, wipe or wash it off with cold water.

8 Put the belt unit back into the machine. Make sure the belt unit is level and fits firmly into place.

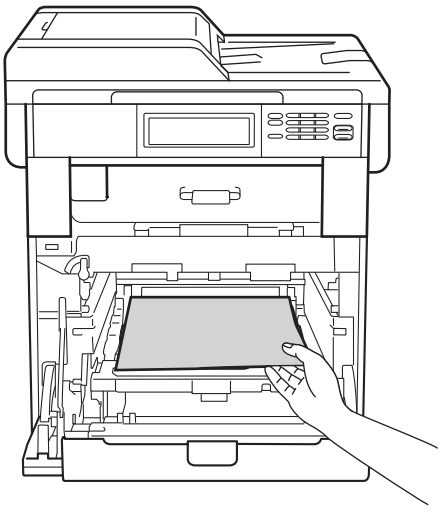


9 Install orange packing materials to the drum unit as follows:

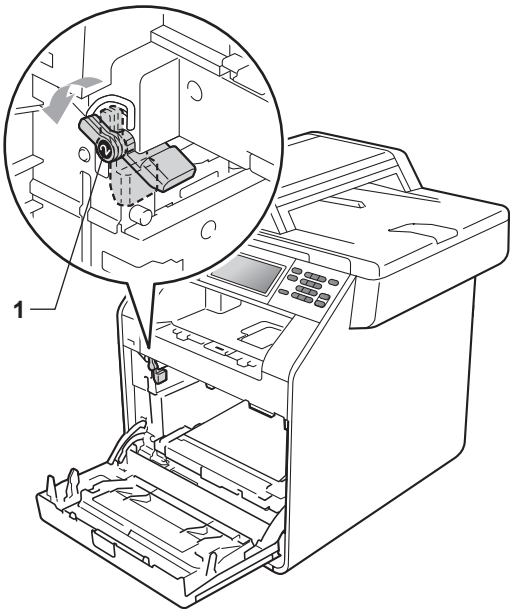
- To secure the toner cartridges, install the matching orange packing strips (1) (marked L and R) to the drum unit on the left and right sides, as shown in the illustration.
- Attach the orange packing strip (2) to the left side of the drum unit, as shown in the illustration.
- Slide the small orange packing material (3) onto the metal shaft on the right side of the drum unit, as shown in the illustration.



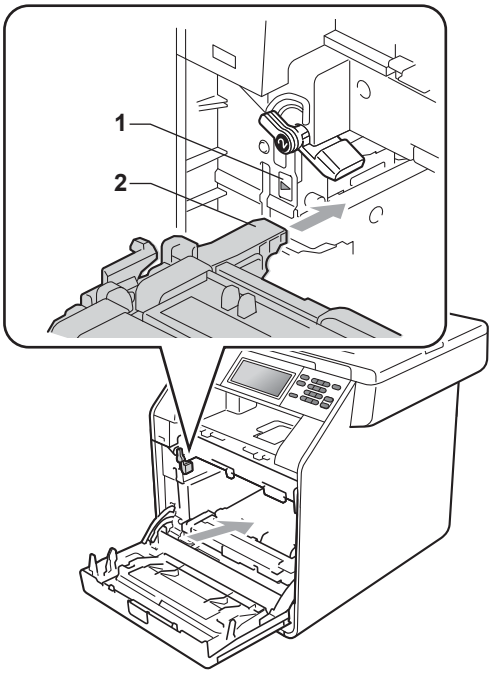
10 Put a piece of paper (A4 or Letter) on the belt unit to prevent damage to the belt unit.



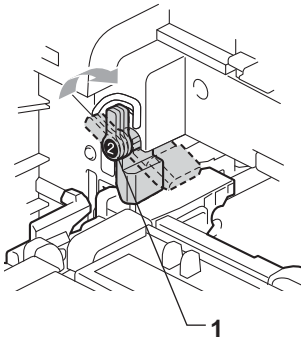
11 Make sure the green lock lever (1) is in the release position as shown in the illustration.



12 Match the guide ends (2) of the drum unit to the ▶ marks (1) on both sides of the machine, then gently slide the drum unit into the machine until it stops at the green lock lever.



13 Turn the green lock lever (1) clockwise to the lock position.



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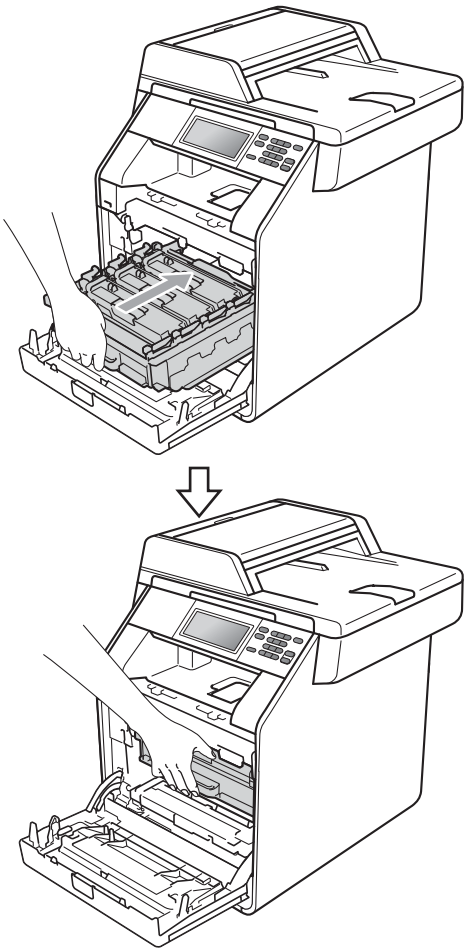
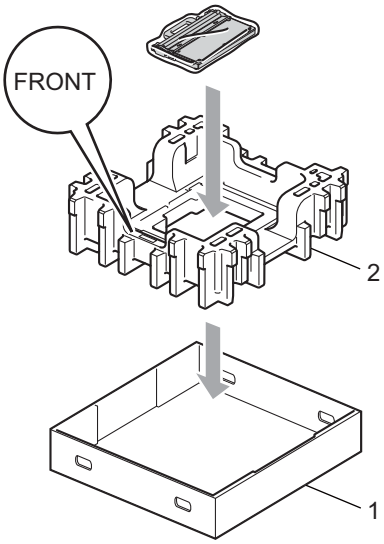
14 Push the drum unit in until it stops.

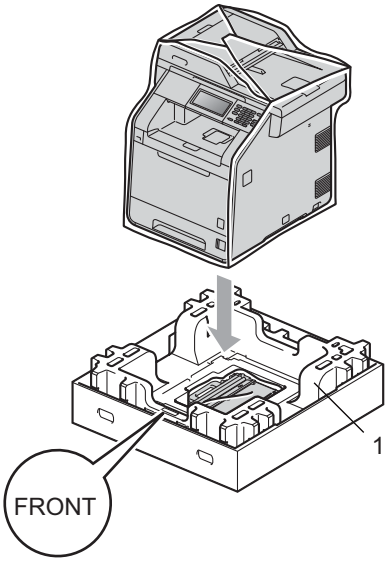


15 Close the front cover of the machine.

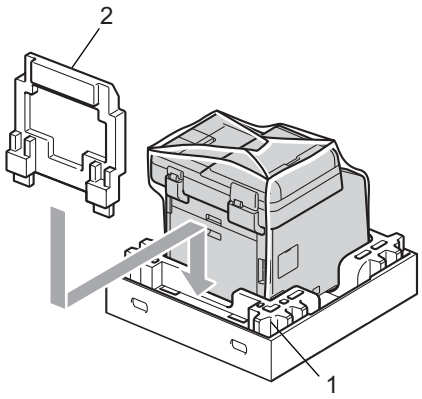
16 Put the Styrofoam piece (2) into the lower carton (1). Then put the waste toner box in the Styrofoam piece.



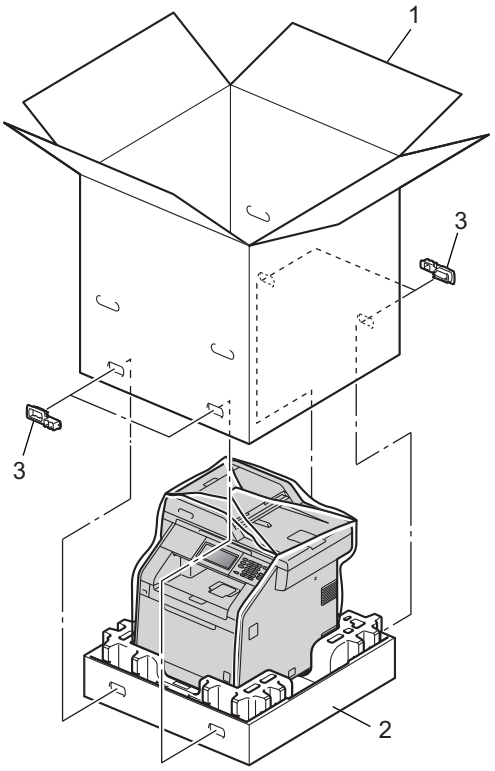
17 Wrap the machine with a plastic bag. Put the machine on the Styrofoam piece (1).

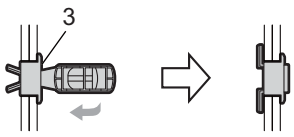


18 Put the Styrofoam piece (2) into the back side of Styrofoam piece (1) as shown in the illustration.

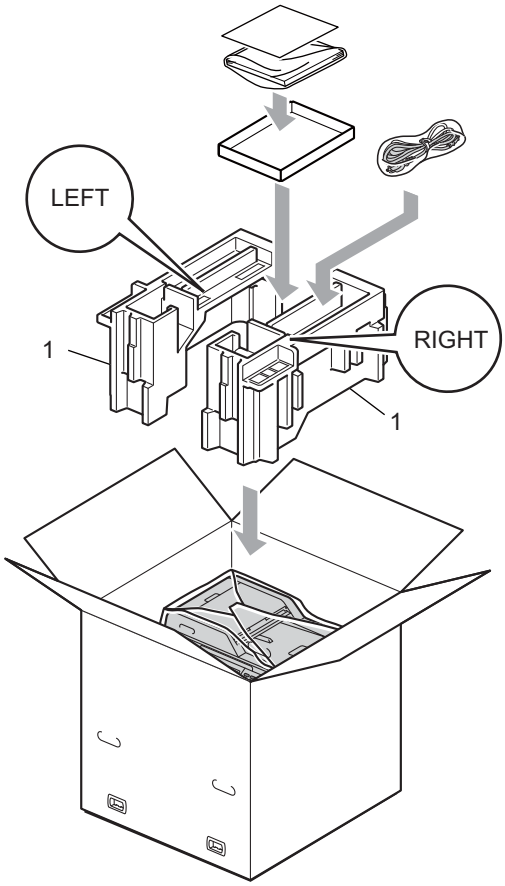


19 Place the upper carton (1) over the machine and the lower carton (2). Align the joint holes of the upper carton with the joint holes of the lower carton. Secure the upper carton to the lower carton using the four plastic joints (3) as shown in the illustration.





20 Put the two Styrofoam pieces (1) into the carton matching the right of the machine to the "RIGHT" mark on one of the Styrofoam pieces, and the left of the machine to the "LEFT" mark on the other Styrofoam piece. Put the AC power cord and printed materials in the original carton as shown in the illustration.



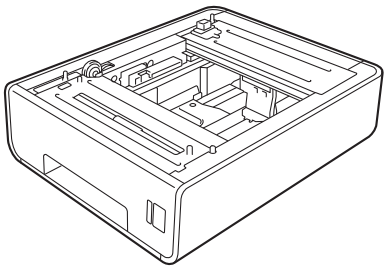
21 Close the carton and tape it shut.

B Options

Optional paper tray (LT-300CL)

An optional lower tray can be installed, and it can hold up to 500 sheets of 80 g/m^2 paper.

When an optional tray is installed, the machine can hold up to 800 sheets of plain paper.



For setup, see the Instructions that we have supplied with the lower tray unit.

Memory board

DCP-9270CDN has 256 MB of standard memory. The machine has one slot for optional memory expansion. You can increase the memory up to maximum of 512 MB by installing one SO-DIMM (Small Outline Dual In-line Memory Module).

SO-DIMM Types

You can install the following SO-DIMMs:

- 128 MB Kingston KTH-LJ2015/128
- 256 MB Kingston KTH-LJ2015/256
- 128 MB Transcend TS128MHP422A
- 256 MB Transcend TS256MHP423A

Note

- For more information, visit the Kingston Technology website at http://www.kingston.com/.
- For more information, visit the Transcend website at http://www.transcend.com.tw/.

In general, the SO-DIMM must have the following specifications:

Type: 144-pin and 16-bit output

CAS latency: 4

Clock frequency: 267 MHz (533 Mb/S/Pin) or more

Capacity: 64, 128 or 256 MB

Height: 30.0 mm (1.18 in.)

DRAM type: DDR2 SDRAM

Note

- There might be some SO-DIMMs that will not work with the machine.
- For more information, call the dealer you bought the machine from or Brother Customer Service.

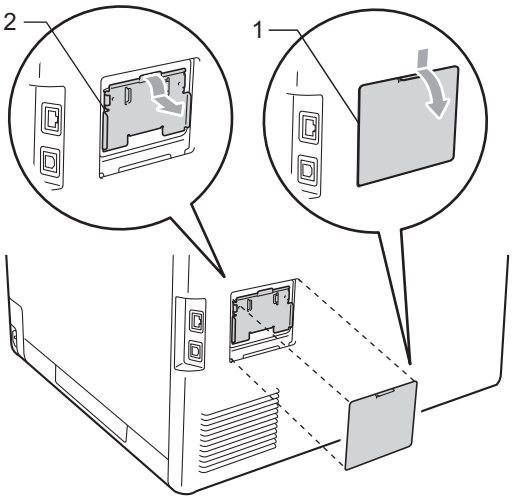
Installing extra memory

1. Turn off the machine's power switch.
2. Disconnect the interface cable from the machine, and then unplug the power cord from the electrical socket.

Note

Be sure to turn off the machine's power switch before you install or remove the SO-DIMM.

3. Remove the plastic (1) and then metal (2) SO-DIMM covers.

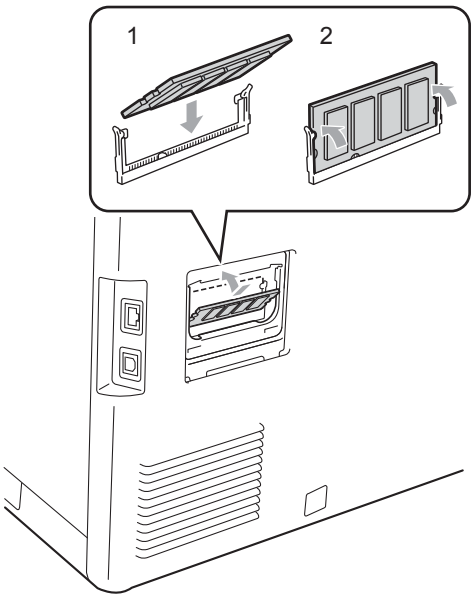


4. Unpack the SO-DIMM and hold it by its edges.

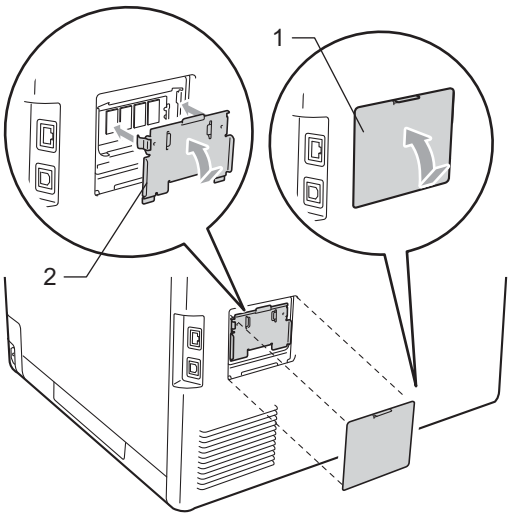
IMPORTANT

To prevent damage to the machine from static electricity, DO NOT touch the memory chips or the board surface.

5. Hold the SO-DIMM by the edges and align the notches in the SO-DIMM with the protrusions in the slot. Insert the SO-DIMM diagonally (1), then tilt it toward the interface board until it clicks into place (2).



6. Put the metal (2) and then the plastic (1) SO-DIMM covers back on.



7. Plug the machine's power cord back into the electrical socket first, and then connect the interface cable.
8. Turn on the machine's power switch.

Note

To make sure that you have installed the SO-DIMM properly, you can print the user settings page that shows the current memory size. (See *User Settings Report* on page 4.)

C 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.

Beeper Volume

Volume setting for the beep when you press a key or make an error.

Cancel Job

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

Fine resolution

Resolution is 203 × 196 dpi. It is used for small print and graphs.

Greyscale

The shades of grey available for copying.

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 Guides with you.

LCD (liquid crystal display)

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

Menu mode

Programming mode for changing your machine's settings.

OCR (optical character recognition)

ScanSoft™ PaperPort™ 12SE with OCR or Presto! PageManager software application converts an image of text to text you can edit.

Resolution

The number of vertical and horizontal lines per inch.

Scanning

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

Search

An electronic, alphabetical listing of LDAP entries.

Temporary settings

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

User Settings List

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

D Index

A

Apple Macintosh
See Software User's Guide.

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