brother ®

SOFTWARE USER'S GUIDE

DCP-8080DN
DCP-8085DN
MFC-8480DN
MFC-8680DN
MFC-8690DW
MFC-8890DW

Not all models are available in all countries.

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Section I

Windows®

1 Printing

Note

• The screens in this section are from Windows® XP. Screens on your PC may vary depending on your operating system.

• If your PC is protected by a firewall, and is unable to print, you may need to configure the firewall settings to allow communication through port number 137. (See *Firewall settings (For Network users)* on page 121.)

Using the Brother printer driver

A printer driver is software that translates data from the format used by a PC into the format needed by a particular printer, using a printer command language or page description language.

The printer drivers are on the CD-ROM we have supplied. Install the drivers by following the *Quick Setup Guide*. The latest printer driver can also be downloaded from the Brother Solutions Center at:

http://solutions.brother.com/

Windows® Printing

The dedicated printer drivers for Microsoft® Windows® 2000 Professional/XP/XP Professional x64 Edition/ Windows Vista®/Windows Server® 2003 [1] /Windows Server® 2008 [1] are available on the CD-ROM supplied with your Brother device. You can install them easily into your Windows® system using our installer program. The drivers support our unique compression mode to enhance printing speed in Windows® applications, and allows you to set various printer settings, including economy printing mode and custom paper size.

[1]   Windows Server® 2003 and Windows Server® 2008 are available for network printing only.

Printing a document

When the machine receives data from your computer, it begins printing by picking up paper from the paper tray. The paper tray can feed many types of paper and envelopes. (See the *User's Guide* for information about the Paper Tray and Recommended paper.)

1️⃣ From your application, choose the Print command.
If any other printer drivers are installed on your computer, choose **Brother MFC-XXXX** or **DCP-XXXX** Printer* as your printer driver from the Print or Print Settings menu in your software application, and then click OK to begin printing.
*(Where XXXX is your model name. If you are using a LAN cable or a parallel cable to connect your machine then LAN or LPT will be in the printer driver name.)

📝 **Note**

(Macintosh) See *Features in the printer driver (Macintosh)* on page 133.

2️⃣ Your computer sends the data to the machine.

3️⃣ When the machine finishes printing all the data, the LCD shows the machine status.

📝 **Note**

You can choose the paper size and orientation in your application software.

If your application software does not support your custom paper size, choose the next largest paper size.

Then adjust the print area by changing the right and left margins in your application software.

Duplex printing

The supplied printer driver supports duplex printing.

Guidelines for printing on both sides of the paper

■ If the paper is thin, it may wrinkle.

■ If paper is curled, turn over the stack, straighten it and then put it back in the paper tray or the Manual Feed Slot.

■ If the paper is not feeding properly, it may be curled. Remove the paper, straighten it and turn over the stack.

■ When you use the manual duplex function, it is possible that there may be paper jams or poor print quality.

If there is a paper jam, see *Paper jams* in the *User's Guide*. If you have a print quality problem, see *Improving the print quality* in the *User's Guide*.

Automatic duplex printing

■ Use A4, Letter, Legal or Folio size paper when you use the automatic duplex printing function.

■ Make sure that the back cover is closed.

■ Make sure that the duplex tray is installed correctly in the printer.

■ If paper is curled, straighten it and then put it back in the paper tray.

■ Use regular paper or thin paper. DO NOT use bond paper.

Manual duplex printing

The machine prints all the even-numbered pages on one side of the paper first. Then, the Windows® driver instructs you (with a pop-up message) to reinsert the paper. Before reinserting the paper, straighten it well, or you may get a paper jam. Very thin or thick paper is not recommended.

Simultaneous scanning, printing and faxing

Your machine can print from your computer while sending or receiving a fax in memory, or while scanning a document into the computer. Fax sending will not be stopped during PC printing. However, when the machine is copying or receiving a fax on paper, it pauses the PC printing operation, and then continues printing when copying or fax receiving has finished.

Printer operation keys

Job Cancel

To cancel the current print job, press **Job Cancel**. You can clear the data that is left in the printer memory by pressing **Job Cancel**. To cancel multiple print jobs, hold down this key until the LCD shows Job Cancel (All).

Secure Key

Secured data is password protected. Only those people who know the password will be able to print the secured data. The machine will not print secure data until the password is entered. After the document is printed, the data will be cleared from the memory. To use this function, you need to set your password in the printer driver dialog box. If you turn the power switch Off, the secured data saved in memory will be cleared.

a Press **Secure/Direct**.

Note

If the LCD displays No Data Stored, there is no secured data in the memory.

b Press ▲ or ▼ to choose the user name. Press **OK**. The LCD displays the secured jobs list for that name.

c Press ▲ or ▼ to choose the job. Press **OK**.

d Enter your four-digit password and press **OK**.

e To print the data, press ▲ or ▼ to choose Print, press **OK** and then enter the number of copies you want. Press **OK**.
The machine prints the data.
To delete the secured data, press ▲ or ▼ to choose Delete. Press **OK**.

Note

• Make sure there are no USB Flash memory drive inserted.

• After you print the secured data, it will be cleared from memory.

Printer Emulation Support

Your machine will receive print commands in a printer job language or emulation. Different operating systems and applications will send the print commands in different languages. Your machine can receive print commands in a variety of emulations and has an automatic emulation selection feature. When the machine receives data from the computer, it automatically chooses the emulation mode. The default setting is Auto.

Your machine has the following emulation modes. You can change the setting by using the control panel or a web browser.

■ HP LaserJet Mode

The HP LaserJet mode (or HP mode) is the emulation mode in which this printer supports the PCL6 language of a Hewlett-Packard LaserJet laser printer. Many applications support this type of laser printer. Using this mode will allow your printer to run at its best with those applications.

■ BR-Script 3 Mode

BR-Script is an original Brother page description language and a PostScript® language emulation interpreter. This printer supports PostScript®3™. The BR-Script interpreter of this printer allows you to control text and graphics on the page.

For technical information about PostScript® commands, see the following manuals:

- Adobe Systems Incorporated. PostScript® Language Reference, 3rd edition. Addison-Wesley Professional, 1999. ISBN: 0-201-37922-8

- Adobe Systems Incorporated. PostScript® Language Program Design. Addison-Wesley Professional, 1988. ISBN: 0-201-14396-8

- Adobe Systems Incorporated. PostScript® Language Tutorial and Cookbook. Addison-Wesley Professional, 1985. ISBN: 0-201-10179-3

■ EPSON FX-850 and IBM® Proprinter XL Mode

The EPSON FX-850 and IBM Proprinter XL modes are the emulation modes that this printer supports to meet the industry-standard for dot matrix printers. Some applications support these dot matrix printer emulations. Use these emulation modes so your printer will work well when printing from those types of applications.

Setting the Emulation mode

1. For MFC models, press **Menu**, **4**, **1**.
   For DCP models, press **Menu**, **3**, **1**.

2. Press ▲ or ▼ to choose Auto(EPSON), Auto(IBM), HP LaserJet, BR-Script 3, Epson FX-850 or IBM Proprinter. Press **OK**.

3. Press **Stop/Exit**.

Note

We recommend that you set the emulation setting with your application software or network server. If the setting does not work properly, choose the required emulation mode manually using the control panel buttons of the machine.

Printing the Internal Font List

You can print a list of the machine's internal (or resident) fonts to see how each font looks before you choose it.

1️⃣ For MFC models, press **Menu**, **4**, **2**, **1**.
For DCP models, press **Menu**, **3**, **2**, **1**.

2️⃣ Press ▲ or ▼ to choose `1.HP LaserJet` or `2.BR-Script 3`. Press **OK**.

3️⃣ Press **Start**. The machine prints the list.

4️⃣ Press **Stop/Exit**.

Printing the Print Configuration List

You can print a list of current printer settings.

1️⃣ For MFC models, press **Menu**, **4**, **2**, **2**.
For DCP models, press **Menu**, **3**, **2**, **2**.

2️⃣ Press **Start**. The machine prints the settings.

3️⃣ Press **Stop/Exit**.

Test Print

If you are having problems with print quality, you can do a test print.

1️⃣ For MFC models, press **Menu**, **4**, **2**, **3**.
For DCP models, press **Menu**, **3**, **2**, **3**.

2️⃣ Press **Start**.

3️⃣ Press **Stop/Exit**.

Note

If the problem appears on the printout, see *Improving the print quality* in the *User's Guide*.

Duplex

1

You can choose whether you want to automatically print on both sides of the paper. The setting in the printer driver will take priority over the setting made on the control panel.

❶ For MFC models, press **Menu**, **4**, **3**.
For DCP models, press **Menu**, **3**, **3**.

❷ Press ▲ or ▼ to choose `Off`, `On(Long Edge)` or `On(Short Edge)`. Press **OK**.

❸ Press **Stop/Exit**.

Restoring default printer settings

You can return the machine's printer settings to the factory settings.

❶ For MFC models, press **Menu**, **4**, **4**.
For DCP models, press **Menu**, **3**, **4**.

❷ To restore the default settings, press ▲ or ▼ to choose `1.Reset`. Press **OK**.
To exit without making a change press ▲ or ▼ to, choose `2.Exit`. Press **OK**.

❸ Press **Stop/Exit**.

Status Monitor

The Status Monitor utility is a configurable software tool for monitoring the status of one or more devices, allowing you to get immediate notification of error messages such as paper empty or paper jam.

You can check the device status at anytime by double-clicking the icon in the tasktray or by choosing **Status Monitor** located in **Start/All Programs/Brother/MFC-XXXX** (or **DCP-XXXX**) on your PC.

There is also a link to the **Brother Genuine Supplies** website. Click **Visit the Genuine Supplies website** button for more information on Brother genuine supplies.

Note

For more information about using the Status Monitor software, right-click the **Status Monitor** icon and choose **Help**.

Monitoring the machine's status

The Status Monitor icon will change color depending on the machine status.

■ A green icon indicates the normal stand-by condition.

■ A yellow icon indicates a warning.

■ A red icon indicates a printing error has occurred.

There are two locations where you can display the Status Monitor on your PC - in the tasktray or on the desktop.

Note

• You can check the device status at anytime by double-clicking the icon in the tasktray or selecting the **Status Monitor** located in the **Start/All Programs**/**Brother/MFC-XXXX** (or **DCP-XXXX**) on your computer.

• For more information about using the **Status Monitor** software, right click the **Status Monitor** icon and choose **Help**.

Printer driver settings

Note

(Macintosh) See *Printing and Faxing* on page 127.

You can change the following printer settings when you print from your computer.

■ **Paper Size**

■ **Orientation**

■ **Copies**

■ **Media Type**

■ **Resolution**

■ **Print Settings**

■ **Multiple Page**

■ **Duplex / Booklet**

■ **Paper Source**

■ **Scaling** [1]

■ **Reverse Print**

■ **Use Watermark** [1]

■ **Header-Footer Print** [1]

■ **Toner Save Mode**

■ **Secure Print** [1]

■ **Administrator** [1]

■ **User Authentication** [1]

■ **Macro** [1]

■ **Density Adjustment**

■ **Improve Print Output**

[1]   These settings are not available with the BR-script printer driver for Windows®.

Features in the Windows® printer driver

For more information, see the **Help** text in the printer driver.

📝 **Note**

• The screens in this section are from Windows® XP. The screens on your PC will vary depending on your operating system.

• You can access the **Printing Preferences** dialog box by clicking **Printing Preferences...** in the **General** tab of the **Printer Properties** dialog box.

Basic tab

You can also change settings by clicking the illustration on the left side of the **Basic** tab.

❶ Choose the **Paper Size**, **Orientation**, **Copies**, **Media Type**, **Resolution** and **Print Settings** (1).

❷ Choose the **Multiple Page** and **Duplex / Booklet** setting (2).

❸ Choose the **Paper Source** (3).

❹ Click **OK** to apply your chosen settings.
To return to the default settings, click **Default**, then **OK**.

1

Paper Size

From the drop-down menu choose the Paper Size you are using.

Orientation

Orientation selects the position of how your document will be printed (**Portrait** or **Landscape**).

Portrait (Vertical)	Landscape (Horizontal)

Copies

The copies selection sets the number of copies that will be printed.

■ **Collate**

With **Collate** checked, one complete copy of your document will be printed and then reprinted according to the number of copies you choose. If **Collate** is unchecked, then each page will be printed according to the number of copies chosen before the next page of the document is printed.

Media Type

You can use the following types of media in your machine. For the best print quality, select the type of media that you wish to use.

Plain Paper	Thin Paper	Thick Paper	Thicker Paper	Bond Paper	Transparencies

Envelopes	Env. Thick	Env. Thin	Recycled Paper

Note

• When using ordinary plain paper choose **Plain Paper**. When using heavier weight paper, envelopes or rough paper choose **Thick Paper** or **Thicker Paper**. For bond paper, choose **Bond Paper**.

• When you use envelopes, choose **Envelopes**. If the toner is not fixed to the envelope correctly when **Envelopes** has been selected, choose **Env. Thick**. If the envelope is crumpled when **Envelopes** has been selected, choose **Env.Thin**. (See the *User's Guide* for information about printing on envelopes.)

1

Resolution

You can change the resolution as follows:

■ **300 dpi**

■ **600 dpi**

■ **HQ 1200**

■ **1200 dpi**

Note

If you use the high quality 1200 dpi setting (1200 x 1200 dpi) the print speed will be slower.

Print Settings

You can manually change the print setting.

■ **General**

This is a printing mode for general printing of documents.

■ **Graphics**

This is the best mode for printing documents that contain graphics.

■ **Office Document**

This is the best mode for printing office documents that include both tables and text.

■ **Text**

This is the best mode for printing text documents.

■ **Manual**

You can change the settings manually by choosing **Manual** and clicking the **Manual Settings...** button. You can set brightness, contrast and other settings.

Multiple Page

The Multiple Page selection can reduce the image size of a page allowing multiple pages to be printed on one sheet of paper or enlarge the image size for printing one page on multiple sheets of paper.

■ **Page Order**

When N in 1 option is selected, the page order can be selected from the drop-down list.

■ **Border Line**

When printing multiple pages on one sheet with the Multiple Page feature you can choose to have a solid border, dash border or no border around each page on the sheet.

Multiple Page	2 in 1
Page Order	Left to Right
Border Line	————————————

1

Duplex / Booklet

a Put paper in the paper tray or MP tray.

b **(Windows printer driver)**

1 Open the **Properties** dialog box in the printer driver.

2 From the **General** tab, click the **Printing Preferences** icon.

3 From the **Duplex/Booklet** dropdown list in the **Basic** tab, choose **Duplex**.

4 Click **Duplex Settings...**.

5 Make sure that **Use Duplex Unit** has been chosen.

6 Click **OK**. The printer will print on both sides of the paper automatically.

(BR-Script printer driver)

1 Open the **Properties** dialog box in the printer driver.

2 From the **General** tab, click the **Printing Preferences** icon.

3 From the **Layout** tab, choose **Orientation**, **Print on Both Sides** and **Page Order**.

4 Click **OK**. The printer will print on both sides of the paper automatically.

■ **None**

Disable duplex printing.

■ Duplex

When you want to do duplex printing, use this function.

If you choose **Duplex** and click **Duplex Settings...** button, you can set the following settings.

- **Duplex Mode**

  - **Use Duplex Unit**

    In this mode, the printer prints on both sides of the paper automatically.

  - **Manual Duplex**

    In this mode, the printer prints all the even numbered pages first. Then the printer driver will stop and show the instructions required to re-install the paper. When you click **OK** the odd numbered pages will be printed.

- **Duplex Type**

  There are six types of duplex binding directions available for each orientation.
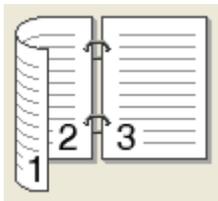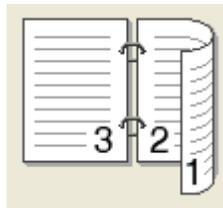
Flip on Left Edge	**Flip on Right Edge**	**Flip on Top Edge**
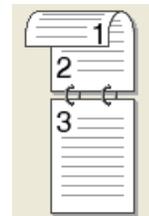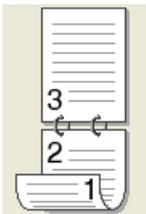
Flip on Bottom Edge	**Flip on Top Edge (No Reverse)**	**Flip on Bottom Edge (No Reverse)**
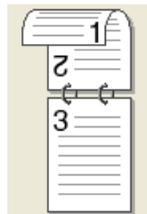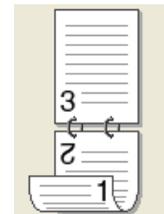
- **Binding Offset**

  If you check the Binding Offset option, you can also specify the offset for binding in inches or millimeters.

■ **Booklet**

When you want to do print a booklet, use this function. To make a booklet, fold the printed pages down in the middle.

If you choose **Booklet** and click **Duplex Settings...** button, you can set the following settings.

• **Duplex Mode**

• **Use Duplex Unit**

In this mode, the printer prints on both sides of the paper automatically.

• **Manual Duplex**

In this mode, the printer prints all the even numbered pages first. Then the printer driver will stop and show the instructions required to re-install the paper. When you click **OK** the odd numbered pages will be printed.

• **Duplex Type**

There are two types of duplex binding directions available for each orientation.
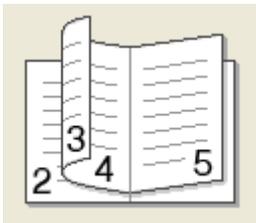
Flip on Left Edge   **Flip on Right Edge**
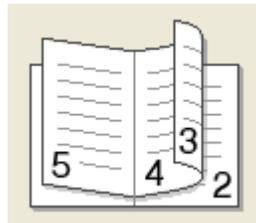
• **Binding Offset**

If you check the Binding Offset option, you can also specify the offset for binding in inches or millimeters.

Paper Source

You can choose **Auto Select**, **Tray1**, **Tray2** [1], **MP Tray** or **Manual** and specify separate trays for printing the first page and for printing from the second page onwards.

[1]   Available if the optional tray is installed.

Advanced tab
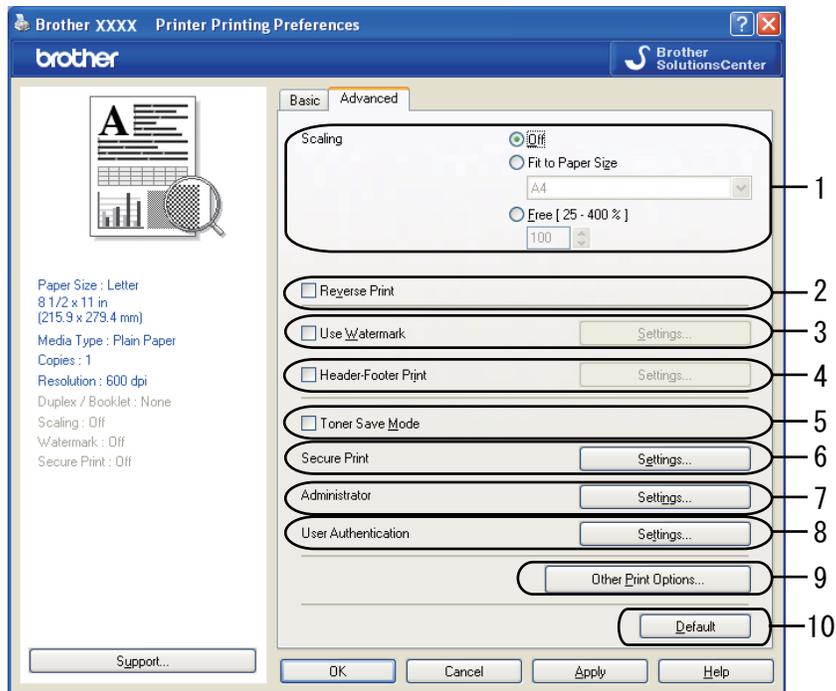
Change the tab settings by clicking one of the appropriate icons:

- **Scaling** (1)
- **Reverse Print** (2)
- **Use Watermark** (3)
- **Header-Footer Print** (4)
- **Toner Save Mode** (5)
- **Secure Print** (6)
- **Administrator** (7)
- **User Authentication** (8)
- **Other Print Options** (9)
- **Default** (10)

1 Choose the **Scaling** setting (1).

- Check **Off** if you want to print the document as it appears on your screen.
- Check **Fit to Paper Size** if you want to enlarge or reduce the document to fit the paper size.
- Check **Free** if you want to change the size.

2 Check **Reverse Print** to reverse the data from up to down (2).

1

③ You can print a logo or text onto your document as a Watermark (3). You can choose one of the preset Watermarks, or you can use a bitmap or text file that you have created.

④ You can print the date and time on your document from your computer's system clock. You can choose to restrict printing by PC login user name or ID number and name (4) (see *Secure Function Lock 2.0* in the *Network Users Guide*).

⑤ You can save running costs by reducing the print density (5).

⑥ You can protect your document using a password (6).

⑦ You can limit access to functions such as scaling and watermark (7). To use this function, you need to have administrator privileges.

⑧ You can enter your ID and PIN number when you are restricted from PC print by the Secure Function Lock feature (8).

⑨ Click **Other Print Options** to set more printer functions (9).

⑩ If you want to return the settings to the default, click **Default** (10).

1

Use Watermark

You can put a logo or text into your document as a watermark. You can choose one of the preset Watermarks, or you can use a bitmap file that you have created. Check **Use Watermark** and then click the **Settings...** button.
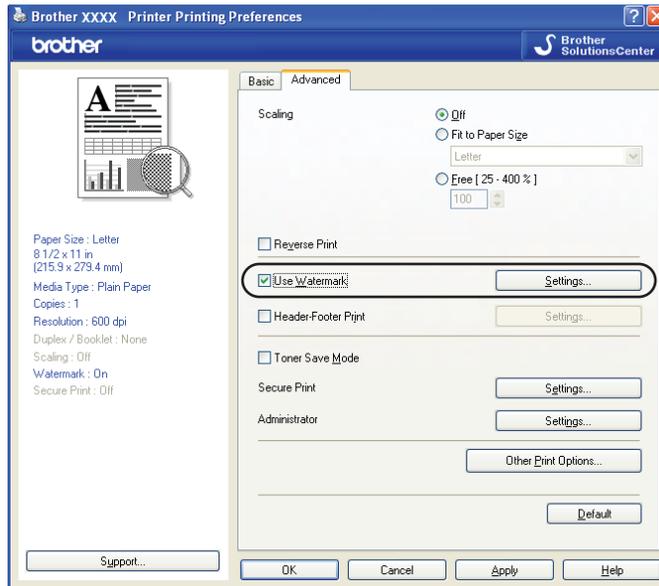
Watermark Settings
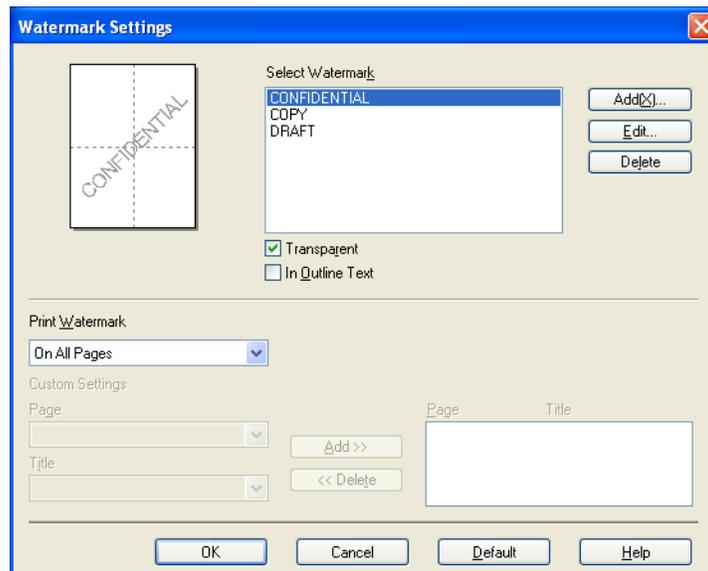
Transparent

Check **Transparent** to print the watermarked image in the background of your document. If this feature is not checked then the watermark will be printed on top of your document.

In Outline Text

Check **In Outline Text** if you only want to print an outline of the watermark. It is available when you choose a text watermark.

Print Watermark

You can print the watermark in any of the following ways.

■ **On All Pages**

■ **On first page only**

■ **From second page**

■ **Custom**

Click the **Edit** button to change the watermark settings.
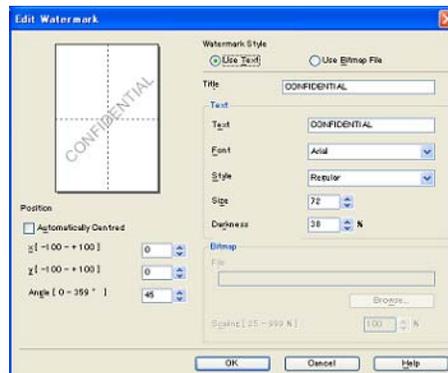
You can change the watermark's size and position on the page by selecting the watermark, and clicking the **Edit** button. If you want to add a new watermark, click the **Add** button, and then choose **Use Text** or **Use Bitmap File** in the **Watermark Style**.

■ **Title**

Enter a title you like in the field.

■ **Text**

Enter your Watermark Text into the **Text** box, and then choose the **Font**, **Style**, **Size** and **Darkness**.

■ **Bitmap**

Enter the file name and location of your bitmap image in the **File** box, or click **Browse** to search for the file. You can also set the scaling size of the image.

■ **Position**

Use this setting if you want to control the position of the watermark on the page.

1

Header-Footer Print

When this feature is enabled, it will print the date and time on your document from your computer's system clock and the PC login user name or the text you entered. By clicking **Settings...**, you can customize the information.

- **ID Print**

    If you select **Login User Name**, your PC login user name will be printed. If you select **Custom** and enter the text in the Custom edit box, the text you entered will be printed.

Toner Save Mode

You can save running costs by turning on the **Toner Save Mode**, which reduces the print density (your prints appear lighter).

Note

- We do not recommend **Toner Save Mode** for printing photo or gray scale images.
- **Toner Save Mode** is not available for **HQ 1200** and **1200 dpi** resolution.

Secure Print

Secure documents are documents that are password protected when they are sent to the machine. Only the people who know the password will be able to print them. Since the documents are secured at the machine, you must enter the password using the control panel of the machine to print them.

To send a secured document:

1 Click **Settings...** of the **Secure Print** and check **Secure Print**.

2 Enter your password and click **OK**.

3 To print secured documents, you must enter your password from the control panel of the machine. (See *Secure Key* on page 5.)

Note

Printing multiple copies is not available when **Secure Print** is set to on.

To delete a secured document:

You need to use the control panel of the machine to delete a secured document. (See *Secure Key* on page 5.)

Administrator

Administrators have the authority to limit access to functions such as scaling and watermark.

■ **Password**

Enter the password into this box.

■ **Set Password**

Click here to change the password.

■ **Copies Lock**

Set the copy pages selection to one to prevent multiple copy printing.

■ **Multiple Page & Scaling Lock**

Lock the scaling and multiple page setting to prevent changes being made.

■ **Watermark Lock**

Lock the current settings of the Watermark option to prevent changes being made.

■ **Header-Footer Print Lock**

Lock the current settings of the Header-Footer Print option to prevent changes being made.

User Authentication

If you are restricted from PC Print by the Secure Function Lock feature, you need to set your ID and PIN number in the **User Authentication** dialog box.

Click **Settings...** of the **User Authentication** and enter your ID and PIN number. If your PC login name is registered to Secure Function Lock, you can check the **Use PC Login Name** box instead of entering your ID and PIN number.

Note
- If you want to see information about your ID such as the status of the restricted features and the number of remaining pages you are allowed to print, click **Verify**. The **Authentication result** dialog box will appear.
- If you want to make the **Verify** dialog box appear each time you print, check **Show print status before printing**.
- If you want to enter your ID and PIN number each time you print, check **Enter ID Name/PIN for each print job**.

Other Print Options

1

You can set the following in Printer Function:

- **Macro**
- **Density Adjustment**
- **Improve Print Output**

Macro

You can save a page of a document as a macro to printer memory. You can also execute the saved macro (you can use the saved macro as an overlay on any document). This will save time and increase printing speed for often used information such as forms, company logos, letterhead formats or invoices.

Density Adjustment

Increase or decrease the print density.

Note

The **Density Adjustment** is not available when you set the resolution to **HQ1200**.

Improve Print Output

This feature allows you to improve a print quality problem.

- **Reduce Paper Curl**

    If you choose this setting, the paper curl may be reduced. If you are printing only a few pages, you do not need to choose this setting. We recommend that you change the printer driver setting in **Media Type** to a thin setting. (For more information about reducing paper curl, see *Improving the print quality* in the *User's Guide*.)

- **Improve Toner Fixing**

    If you choose this setting, the toner fixing on paper may be improved. If this selection does not improve the situation enough, select **Thicker paper** in the **Media type** settings.

Accessories tab

1

When you install optional accessories, you can add and choose their settings in the **Accessories** tab as follows.
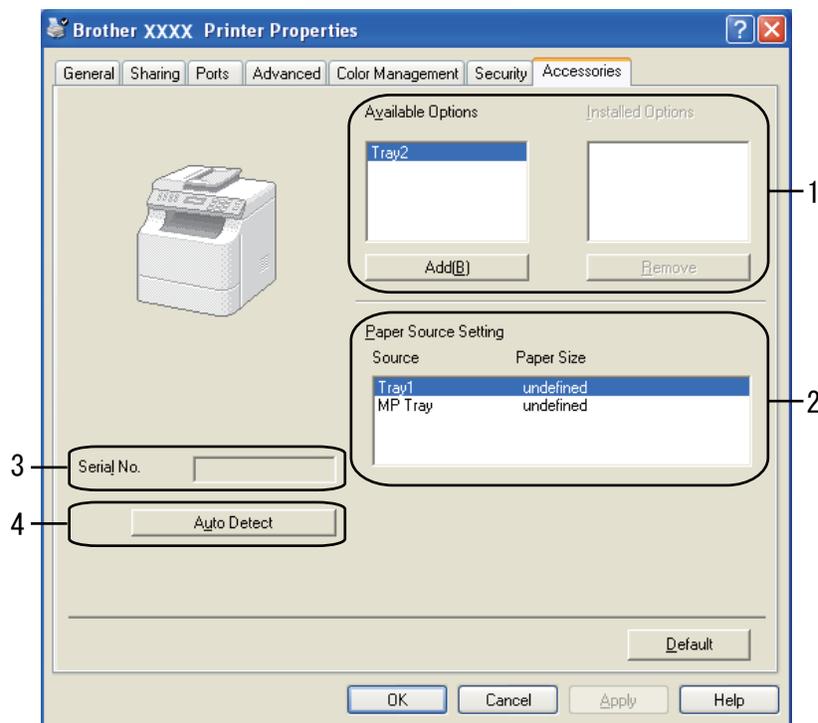
■ **Available Options** (1)

You can manually add and remove the options that are installed on the printer. Tray settings will match the installed options.

■ **Paper Source Setting** (2)

This feature shows the current paper size for each paper tray.

■ **Serial No.** (3)

By clicking **Auto Detect**, the printer driver will query the printer and display its serial number. If it fails to receive the information, the screen will display "**---------**".

■ **Auto Detect** (4)

The **Auto Detect** function finds the currently installed optional devices and shows the available settings in the printer driver. When you click **Auto Detect**, options that are installed on the printer will be listed in **Available Options** (1). You can manually add or remove the options by choosing an optional device you want to add or remove, and then clicking **Add** or **Remove**.

Note

The **Auto Detect** function is not available under the following printer conditions:

- The printer power switch is off.
- The printer is in an error state.
- The printer is in a network shared environment.
- The cable is not connected to the printer correctly.

1

Support

Click **Support...** in the **Printing Preferences** dialog box.
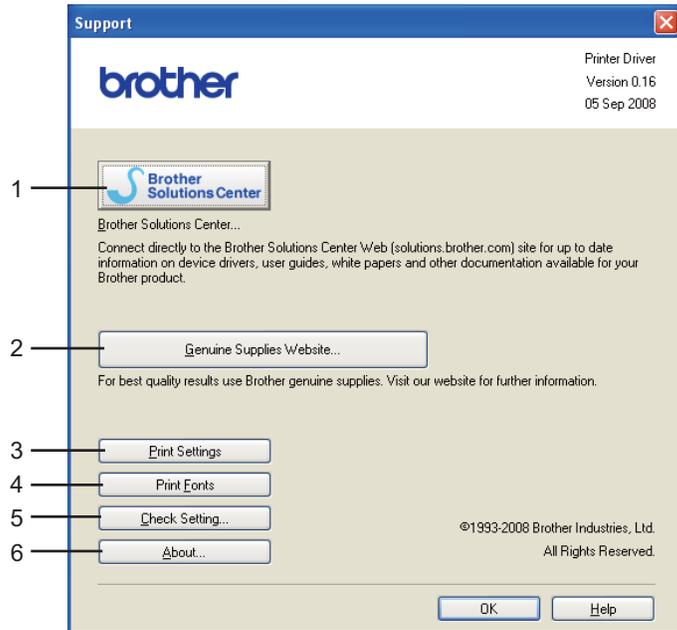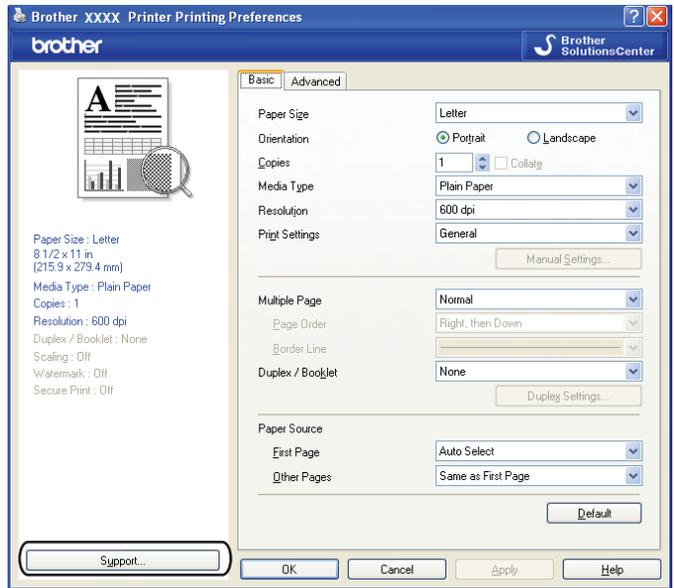
■ **Brother Solutions Center** (1)

The Brother Solutions Center (http://solutions.brother.com/) is a web site offering information about your Brother product including FAQs (Frequently Asked Questions), User's Guides, driver updates and tips for using your printer.

■ **Genuine Supplies Website...** (2)

You can visit our web site for original/genuine Brother supplies by clicking this button.

1

■ **Print Settings** (3)

This will print pages showing the configuration of the printer's internal settings.

■ **Print Fonts** (4)

This will print pages showing the internal fonts of the printer.

■ **Check Setting...** (5)

You can check the current driver settings.

■ **About...** (6)

This will show the list of the printer driver files and version information.

Features in the BR-Script3 (PostScript® 3™ language emulation) printer driver

For more information, see the **Help** text in the printer driver.

📝 Note

The screens in this section are from Windows® XP. The screens on your PC may vary depending on your operating system.

Printing Preferences

📝 Note

You can access the **Printing Preferences** dialog box by clicking **Printing Preferences...** in the **General** tab of the **Brother MFC-XXXX BR-Script3 Properties** (or **Brother DCP-XXXX BR-Script3 Properties**) dialog box.

■ **Layout** tab

You can change the layout setting by choosing the settings for **Orientation**, **Print on Both Sides** (Duplex), **Page Order** and **Pages Per Sheet**.
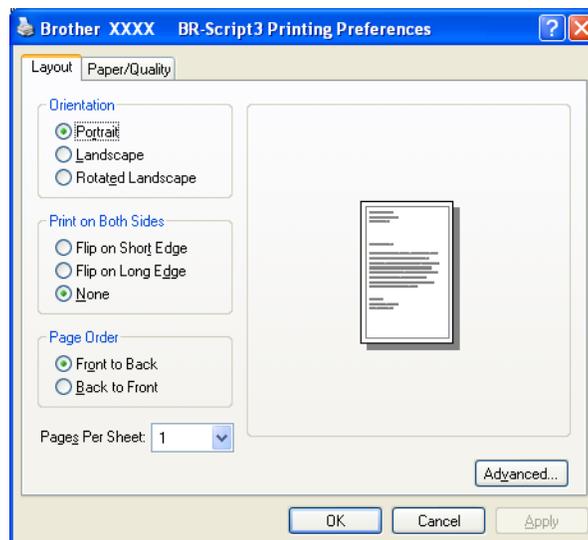
- • **Orientation**

  Orientation selects the position of how your document will be printed.

  (**Portrait**, **Landscape** or **Rotated Landscape**)

- • **Print on Both Sides**

  If you want to do duplex printing, choose **Flip on Short Edge** or **Flip on Long Edge**.

- **Page Order**

  Specifies the order in which the pages of your document will be printed. **Front to Back** prints the document so that page 1 is on top of the stack. **Back to Front** prints the document so that page 1 is on the bottom of the stack.

- **Pages Per Sheet**

  Choose how many pages will appear on each side of the paper.

■ **Paper/Quality** tab

Choose the **Paper Source**.
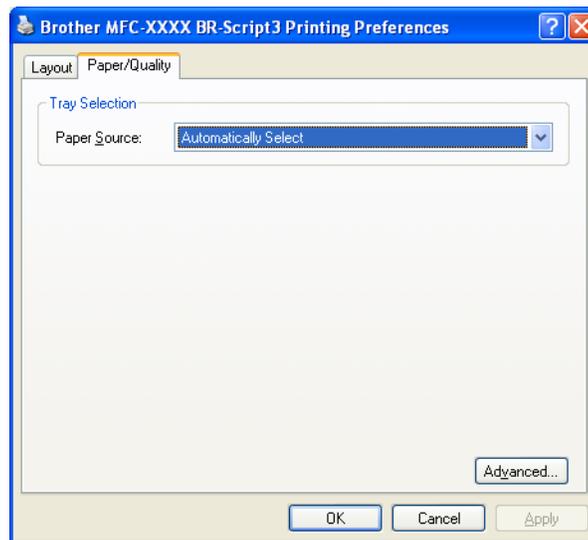
- **Paper Source**

  You can choose **Automatically Select**, **Auto Select**, **Tray1**, **Tray2** [1], **MP Tray** or **Manual Feed**.

  [1] Available if the optional tray is installed.

- **Automatically Select**

  This setting will automatically pull paper from any paper source (tray or manual feed slot) that has a paper size defined in the printer driver that matches your document.

- **Auto Select**

  This setting will automatically pull paper from any paper source (tray or manual feed slot) that has a paper size defined in the machine that matches your document.

- **Tray1**

  This setting will pull paper from Tray1.

- **Tray2**

  This setting will pull paper from Tray2. (Available if the optional tray is installed.)

- **MP Tray**

  This setting will pull paper from the MP Tray. The paper size needs to match the defined paper size.

1

Advanced options

You can access the **Advanced options** by clicking the **Advanced...** button on the **Layout** tab or **Paper/Quality** tab.
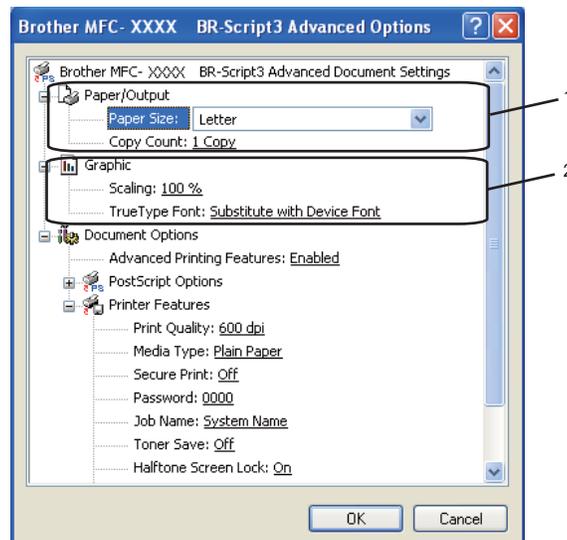
1 Choose the **Paper Size** and **Copy Count** (1).

■ **Paper Size**

From the drop-down box choose the Paper Size you are using.

■ **Copy Count**

The copy selection sets the number of copies that will be printed.

2 Set the **Scaling** and **TrueType Font** settings (2).

■ **Scaling**

Specifies whether to reduce or enlarge documents, and by what percentage.

■ **TrueType Font**

Specifies the TrueType font options. Click **Substitute with Device Font** (the default) to use equivalent printer fonts for printing documents that contain TrueType fonts. This will permit faster printing; however, you might lose special characters not supported by the printer font. Click **Download as Softfont** to download TrueType fonts for printing instead of using printer fonts.

c You can change settings by choosing the setting in the **Printer Features** list (3):
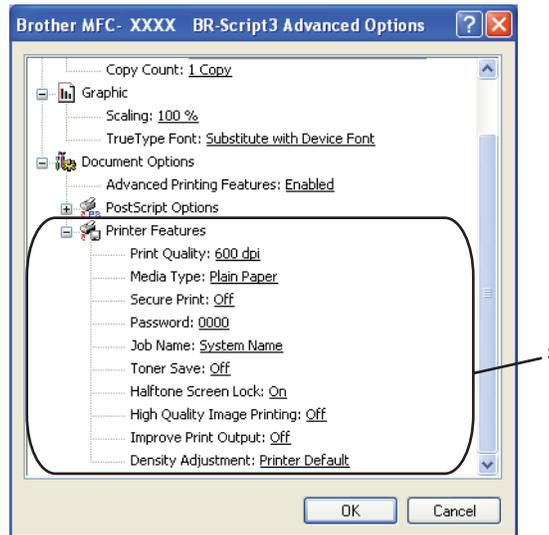
■ **Print Quality**

Specifies the print resolution.

■ **Media Type**

You can use the following types of media in your machine. For the best print quality, select the type of media that you wish to use.

Plain Paper	**Thin Paper**	**Thick Paper**	**Thicker Paper**	**Bond Paper**
Transparencies	**Envelopes**	**Env. Thick**	**Env. Thin**	**Recycled Paper**

■ **Secure Print**

Secure Print allows you to secure documents that are password protected when they are sent to the machine. Only the people who know the password will be able to print them. Since the documents are secured at the machine, you must enter the password using the control panel of the machine. The secured document must have a Password and Job Name. The default setting is **Off**.

■ **Password**

Choose the password for your secured document that you send to the machine from the drop-down box.

■ **Job Name**

Choose the Job name from the drop-down list for your secured document that you sent to the machine.

■ **Toner Save**

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

Note

We do not recommend **Toner Save** to **On** for printing photo or gray scale images.

1

■ **Halftone Screen Lock**

Stops other applications from modifying the Halftone settings. The default setting is on.

■ **High Quality Image Printing**

You can increase the quality of image printing. If you set **High Quality Image Printing** to **On**, the printing speed will be slower.

■ **Improve Print Output**

This feature allows you to improve a print quality problem.

- • **Reduce Paper Curl**

  If you choose this setting, the paper curl may be reduced.

  If you are printing only a few pages, you do not need to choose this setting. Change the printer driver setting in **Media Type** to a thin setting. (For more information about reducing paper curl, see *Improving the print quality* in the *User's Guide*.)

- • **Improve Toner Fixing**

  If you choose this setting, the toner fixing on paper may be improved. If this selection does not improve the situation enough, select **Thicker paper** in **Media type** settings.

■ **Density Adjustment**

Increase or decrease the print density.

Note

The **Density Adjustment** is not available when you set the **Print Quality** to **HQ 1200**.

Ports tab

If you want to change the port where your printer is connected or the path to the network printer you are using, choose or add the port you want to use.
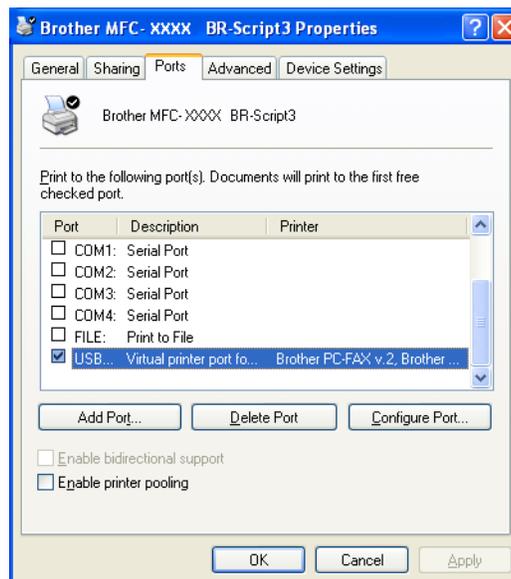
2 Scanning

The scanning operations and drivers will be different depending on your operating system. The machine uses a TWAIN compliant driver for scanning documents from your applications.

- (Windows® XP/ Windows Vista®)

    Two scanner drivers are installed. A TWAIN compliant scanner driver (See *Scanning a document using the TWAIN driver* on page 33) and a Windows® Imaging Acquisition (WIA) driver (See *Scanning a document using the WIA driver (Windows® XP/Windows Vista®)* on page 40).

    Windows® XP and Windows Vista® users can choose either one of the two when you scan documents.

Note

- For ScanSoft™ PaperPort™ 11SE, see *Using ScanSoft™ PaperPort™ 11SE with OCR by NUANCE™* on page 55.

- If your PC is protected by a firewall, and is unable to network scan, you may need to configure the firewall settings to allow communication through port number 54925 and 137. (See *Firewall settings (For Network users)* on page 121.)

Scanning a document using the TWAIN driver

The Brother MFL-Pro Suite software includes a TWAIN compliant scanner driver. TWAIN drivers meet the standard universal protocol for communicating between scanners and applications. This means that you can not only scan images directly into the PaperPort™ 11SE viewer that Brother included with your machine, but you can also scan images directly into hundreds of other software applications that support TWAIN scanning. These applications include popular programs like Adobe® Photoshop®, CorelDRAW® and many more.

Scanning a document into the PC

There are two ways in which you can scan a whole page. You can either use the ADF (automatic document feeder) or the scanner glass.

1. Load your document.

2. Start the ScanSoft™ PaperPort™ 11SE software that was installed during the MFL-Pro Suite installation to scan a document.

Note

The instructions for scanning in this Guide are for when you use ScanSoft™ PaperPort™ 11SE. The scanning steps may vary when using other software applications.

3. Click **File**, then **Scan or Get Photo...**. You can also click the **Scan or Get Photo** button.
   The **Scan or Get Photo** panel appears on the left side of the screen.

4. Click the **Select** button.

5 Choose the scanner you are using from the **Available Scanners** list.

Note

Choose **TWAIN:TW-Brother MFC-XXXX** (**TWAIN:TW-Brother DCP-XXXX**),
TWAIN:TW-Brother MFC-XXXX LPT (**TWAIN:TW-Brother DCP-XXXX LPT**) or
TWAIN:TW-Brother MFC-XXXX LAN (**TWAIN:TW-Brother DCP-XXXX LAN**).

6 Check the **Display scanner dialog box** on the **Scan or Get Photo** panel.

7 Click **Scan**.
The Scanner Setup dialog box appears.

8 Adjust the following settings, if needed, in the Scanner Setup dialog box:

- **Scan** (Image Type) (1)
- **Resolution** (2)
- **Scan Type** (3)
- **Reduce Noise** (4)
- **Brightness** (5)
- **Contrast** (6)
- **Document Size** (7)
- **Duplex(two-sided) Scanning** (8)

    (Not available for the DCP-8080DN and MFC-8480DN)
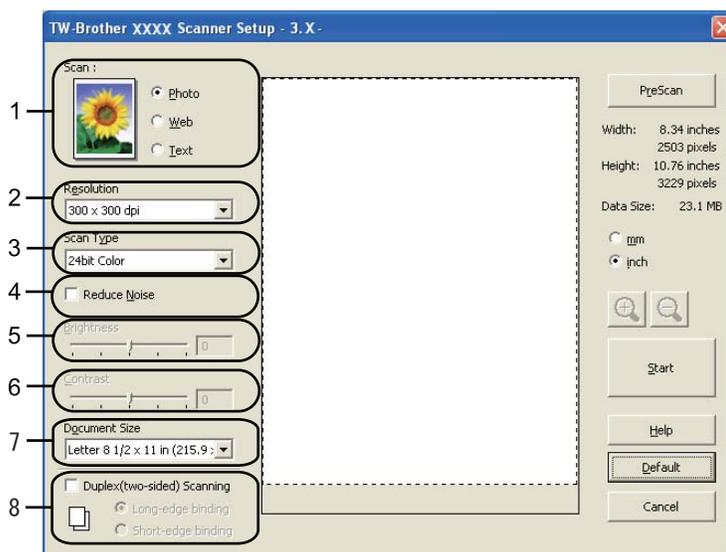
9 Click **Start**.
When scanning is finished, click **Cancel** to return to the PaperPort™ 11SE window.

Note

• After you select a document size, you can adjust the scanning area further by clicking the left mouse button and dragging it. This is required when you want to crop an image when scanning. (See *Pre-Scanning to crop a portion you want to scan* on page 35)

• For models that support duplex scanning

 You cannot adjust the scanning area.

 You cannot use legal size paper for duplex scanning.

 You cannot use the **PreScan** button to preview an image.

Pre-Scanning to crop a portion you want to scan

You can preview your image and crop unwanted portions before scanning by using the **PreScan** button.

When you are satisfied with the preview, click the **Start** button in the Scanner Setup dialog box to scan the image.

a Follow the steps from ❶ to ❼ of *Scanning a document into the PC* on page 33.

b Choose the settings for **Scan** (Image Type), **Resolution**, **Scan Type**, **Brightness**, **Contrast** and **Document Size**, as needed.

Note

Pre-Scanning is not available if you choose **Duplex(two-sided) Scanning**.

c Click **PreScan**.
 The whole image is scanned into the PC and appears in the Scanning Area (1) of the Scanner Setup dialog box.
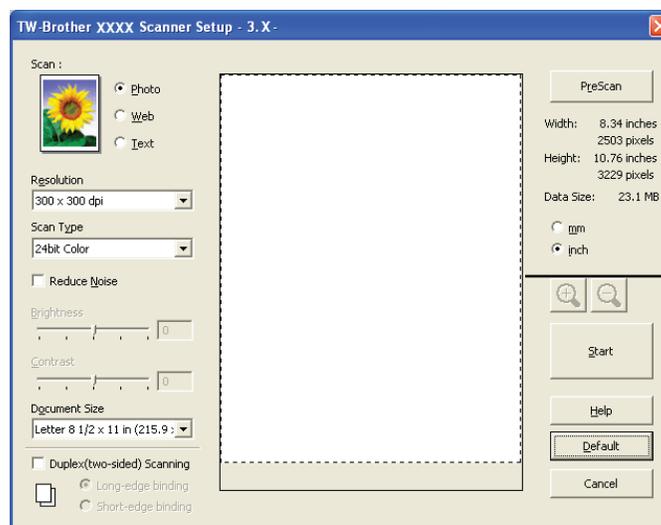
④ Press and hold down the left mouse button and drag it over the portion you want to scan.

1 Scanning area

📝 **Note**

You can enlarge the image using the ⊕ icon, and then use the ⊖ icon to restore the image to its original size.

⑤ Load your document again.

📝 **Note**

Skip this step if you loaded the document on the scanner glass in step ❶.

⑥ Click **Start**.
This time only the chosen area of the document appears in the PaperPort™ 11SE window (or your application window).

⑦ In the PaperPort™ 11SE window, use the options available to refine the image.

Settings in the Scanner Setup dialog box

Image Type

Choose the output image type from **Photo**, **Web** or **Text**. **Resolution** and **Scan Type** will be altered for each default setting.

The default settings are listed in the table below:

Image Type		Resolution	Scan Type
Photo	Use for scanning photo images.	300 × 300 dpi	24-bit color
Web	Use for attaching the scanned image to web pages.	100 × 100 dpi	24-bit color
Text	Use for scanning text documents.	200 × 200 dpi	Black & White

Resolution

You can choose a scanning resolution from the **Resolution** drop-down list. Higher resolutions take more memory and transfer time, but produce a finer scanned image. The following table shows the resolutions you can choose and the available colors.

Resolution	Black & White/ Gray (Error Diffusion)	256 Color	True Gray/24 bit Color
100 × 100 dpi	Yes	Yes	Yes
150 × 150 dpi	Yes	Yes	Yes
200 × 200 dpi	Yes	Yes	Yes
300 × 300 dpi	Yes	Yes	Yes
400 × 400 dpi	Yes	Yes	Yes
600 × 600 dpi	Yes	Yes	Yes
1200 × 1200 dpi	Yes	No	Yes
2400 × 2400 dpi	Yes	No	Yes
4800 × 4800 dpi	Yes	No	Yes
9600 × 9600 dpi	Yes	No	Yes
19200 × 19200 dpi	Yes	No	Yes

Scan Type

■ **Black & White**

Use for text or line art.

■ **Gray (Error Diffusion)**

Use for photographic images or graphics. (Error Diffusion is a method for creating simulated gray images without using true gray dots. Black dots are put in a specific pattern to give the appearance of gray.)

■ **True Gray**

Use for photographic images or graphics. This mode is more exact because it uses up to 256 shades of gray.

■ **256 Color**

Uses up to 256 colors to scan the image.

■ **24 bit Color**

Uses up to 16.8 million colors to scan the image.

Although using **24 bit Color** creates an image with the most accurate color, the image file will be about three times larger than a file created with **256 Color**. It requires the most memory and has the longest transfer time.

Reduce Noise

You can improve and enhance the quality of your scanned images with this selection. The **Reduce Noise** setting is available when using **24bit Color** and scan resolutions of 300 x 300 dpi, 400 x 400 dpi or 600 x 600 dpi.

Brightness

Adjust the setting (-50 to 50) to get the best image. The default value is 0, representing an average.

You can set the **Brightness** level by dragging the slide bar to the right or left to lighten or darken the image. You can also enter a value in the box to set the level.

If the scanned image is too light, set a lower **Brightness** level and scan the document again. If the image is too dark, set a higher **Brightness** level and scan the document again.

Note

The Brightness setting is only available when **Black & White**, **Gray (Error Diffusion)** or **True Gray** is chosen.

Contrast

You can increase or decrease the **Contrast** level by moving the slide bar to the left or right. An increase emphasizes dark and light areas of the image, while a decrease reveals more detail in gray areas. You can also enter a value in the box to set the **Contrast**.

Note

The Contrast setting is only available when **Gray (Error Diffusion)** or **True Gray** is chosen.

When scanning photographs or other images for use in a word processor or other graphics application, try different settings for the contrast and resolution to see which setting best suits your needs.

Document Size

Choose one of the following sizes:

■ A4 8.3 x 11.7 in (210 × 297 mm)

■ JIS B5 7.2 x 10.1 in (182 × 257 mm)

■ Letter 8 1/2 × 11 in (215.9 x 279.4 mm)

■ Legal 8 1/2 × 14 in (215.9 x 355.6 mm)

■ A5 5.8 × 8.3 in (148 x 210 mm)

■ Executive 7 1/4 × 10 1/2 in (184.1 x 266.7 mm)

■ Business Card 3.5 x 2.4 in (90 x 60 mm)

To scan business cards, choose the **Business Card** size, and then place the business card face down in the center of the left hand side of the scanner glass, as indicated by the document guidelines on the machine.

■ Photo 4 × 6 in (10 x 15 cm)

■ Index Card 5 × 8 in (127 x 203.2 mm)

■ Photo L 3.5 × 5 in (89 x 127 mm)

■ Photo 2L 5 × 7 in (13 x 18 cm)

■ Postcard 1 3.9 x 5.8 in (100 x 148 mm)

■ Postcard 2 (Double) 5.8 x 7.9 in (148 x 200 mm)

■ Custom

If you choose **Custom** as the size, the **Custom Document Size** dialog box appears.
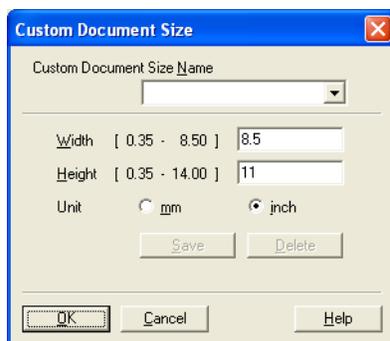
Enter the **Name**, **Width** and **Height** for the document.

You can choose 'mm' or 'inch' as the unit for Width and Height.

📝 **Note**

• You can see the actual paper size you chose on the screen.
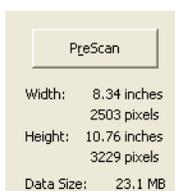
  • **Width**: shows the width of scanning area
  • **Height**: shows the height of scanning area
  • **Data Size**: shows the rough data size in Bitmap format. The size will be different for other file formats such as JPEG.
• User adjustable from 0.35 x 0.35 in to 8.5 x 14 in or 8.9 x 8.9 mm to 215.9 x 355.6 mm

Scanning a document using the WIA driver (Windows® XP/Windows Vista®)

WIA compliant

For Windows® XP/Windows Vista® you can choose Windows® Image Acquisition (WIA) for scanning images from the machine. You can scan images directly into the PaperPort™ 11SE viewer that Brother included with your machine or you can scan images directly into any other application that supports WIA or TWAIN scanning.

Note

- Windows® 2000/XP do not support Duplex Scan in the WIA driver.
- Duplex Scan is not available for legal size paper.

Scanning a document into the PC

There are two ways in which you can scan a whole page. You can either use the ADF (automatic document feeder) or the scanner glass.

If you want to scan and then crop a portion of a page after pre-scanning the document, you need to use the scanner glass. (See *Pre-Scanning to crop a portion you want to scan using the scanner glass* on page 42.)

a Load your document.

b Start the ScanSoft™ PaperPort™ 11SE software that was installed during the MFL-Pro Suite installation to scan a document.

Note

The instructions for scanning in this Guide are for when you use ScanSoft™ PaperPort™ 11SE. The scanning steps may vary when using other software applications.

c Click **File**, then **Scan or Get Photo...**. You can also click the **Scan or Get Photo** button.
The **Scan or Get Photo** panel appears on the left side of the screen.

d Click **Select** button.

e Choose the scanner you are using from the **Available Scanners** list.

Note

Choose **WIA:Brother MFC-XXXX** (**WIA:Brother DCP-XXXX**), **WIA:Brother MFC-XXXX LPT** (**WIA:Brother DCP-XXXX LPT**) or **WIA:Brother MFC-XXXX LAN** (**WIA:Brother DCP-XXXX LAN**).

f Check the **Display scanner dialog box** on the **Scan or Get Photo** panel.

g Click **Scan**.
The Scanner Setup dialog box appears.

8 Adjust the following settings, if needed, in the Scanner Setup dialog box:
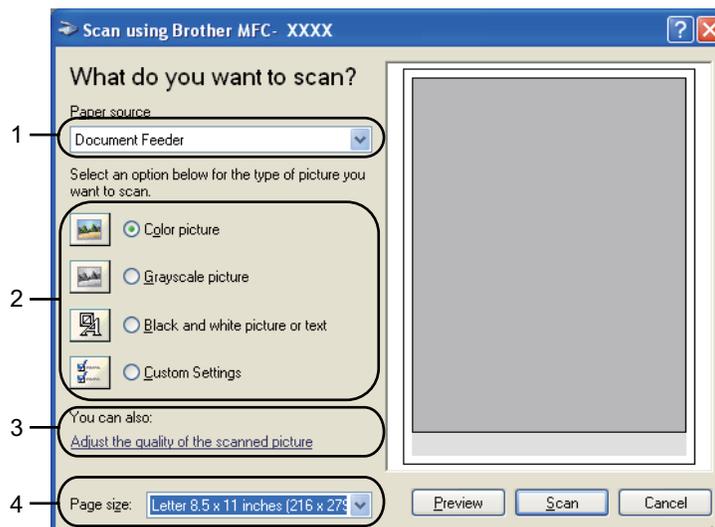
1 **Paper source**

2 **Picture type**

3 **Adjust the quality of the scanned picture**

4 **Page size**

9 Choose **Document Feeder** from the **Paper source** drop-down list (1).

10 Choose the picture type (2).

11 Choose the **Paper size** from the drop-down list (4).

12 If you need advanced settings, click **Adjust the quality of the scanned picture** (3). You can choose **Brightness**, **Contrast**, **Resolution** and **Picture type** from **Advanced Properties**. Click **OK** after you choose a setting.

2
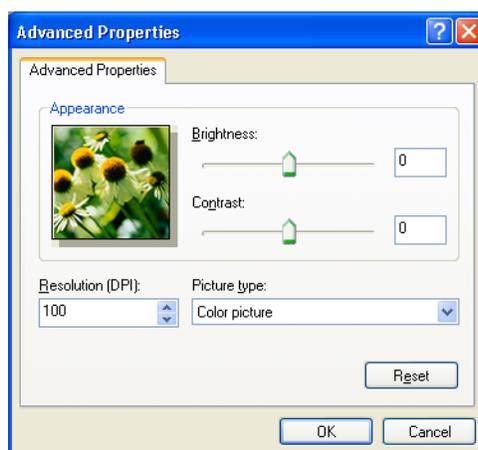
Note

The scanner resolution can be set as high as 1200 dpi.

For resolutions greater than 1200 dpi, use the Scanner Utility. (See *Scanner Utility* on page 43.)

⑬ Click the **Scan** button in the Scan dialog box.
The machine starts scanning the document.

Pre-Scanning to crop a portion you want to scan using the scanner glass

The **Preview** button is used to preview an image for cropping any unwanted portions from the image. When you are satisfied with the preview, click the **Scan** button in the Scan dialog box to scan the image.

❶ Follow the steps from ❶ to ❼ of *Scanning a document into the PC* on page 40.

❷ Choose **Flatbed** in the **Paper source** drop-down list (1).
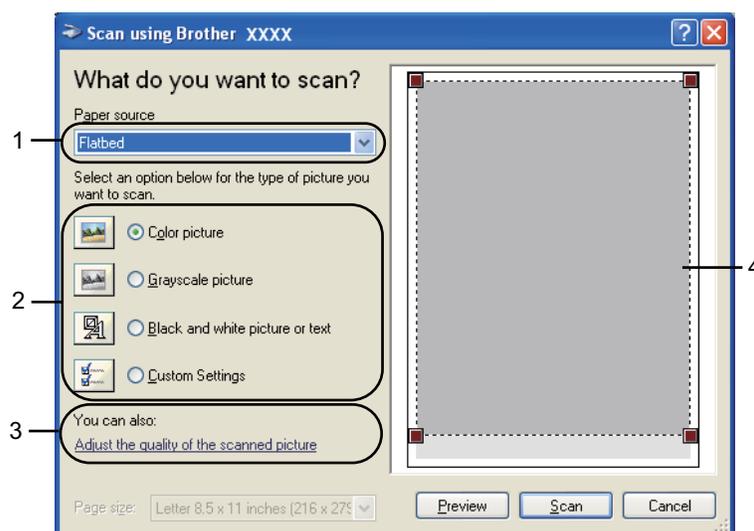
1 Paper source

2 Picture type

3 Adjust the quality of the scanned picture

4 Scanning area

❸ Choose the picture type (2).

❹ Click **Preview**.
The whole image is scanned into the PC and appears in the scanning area (4).

e Press and hold down the left mouse button and drag it over the portion you want to scan.

f If you need advanced settings, click **Adjust the quality of the scanned picture** (3). You can choose **Brightness**, **Contrast**, **Resolution** and **Picture type** from **Advanced Properties**. Click **OK** after you choose a setting.
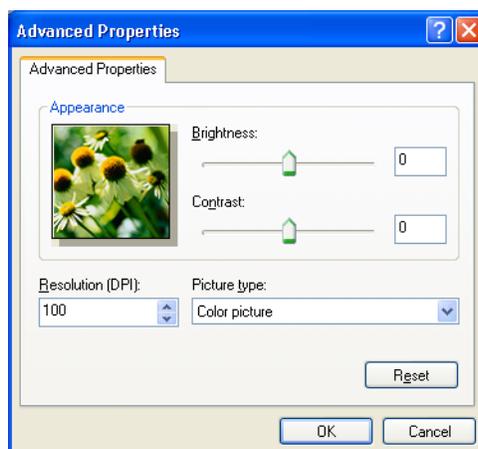
g Click the **Scan** button in the Scan dialog box.
The machine starts scanning the document.
This time only the chosen area of the document appears in the PaperPort™ 11SE window (or your application window).

Scanner Utility

The Scanner Utility is used for configuring the WIA scanner driver for resolutions greater than 1200 dpi and for changing the paper size. If you want to set Legal size as the default size, use this utility to change the setting. You must restart your PC for the new settings to take effect.

■ Running the utility

You can run the utility by choosing the **Scanner Utility** located in the **Start**/**All Programs**/**Brother**/**MFC-XXXX** (or **DCP-XXXX**) (where XXXX is your model name)/ **Scanner Settings**/**Scanner Utility**.

Note

If you scan the document at a resolution greater than 1200 dpi, the file size may be very large. Make sure that you have enough memory and hard disk space for the size of the file you are trying to scan. If you do not have enough memory or hard disk space then your PC may freeze and you could lose your file.

Note

(Windows Vista®) The **User Account Control** screen appears, do the following.

• For users who have administrator rights: Click **Allow**.
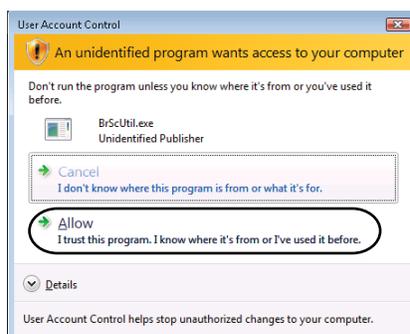
• For users who do not have administrator rights: Enter the administrator password and click **OK**.

Scanning a document using the WIA driver (Windows Photo Gallery and Windows Fax and Scan)

Scanning a document into the PC

There are two ways in which you can scan a whole page. You can either use the ADF (automatic document feeder) or the scanner glass.

If you want to scan and then crop a portion of a page after pre-scanning the document, you need to use the scanner glass. (See *Pre-Scanning to crop a portion you want to scan using the scanner glass* on page 46.)

> **Note**
> - Duplex Scan is not supported by the DCP-8080DN and MFC-8480DN.
> - Duplex Scan is not available for legal size paper.

1. Load your document.

2. Open your software application to scan the document.

3. Do one of the following:
   - (Windows Photo Gallery)
     Click **File**, then **Import from Camera or Scanner...**.
   - (Windows Fax and Scan)
     Click **File**, **New**, then **Scan...**.

4. Choose the scanner you want to use.

5. Click **Import**.
   The Scan dialog box appears.

f Adjust the following settings, if needed, in the Scanner dialog box.
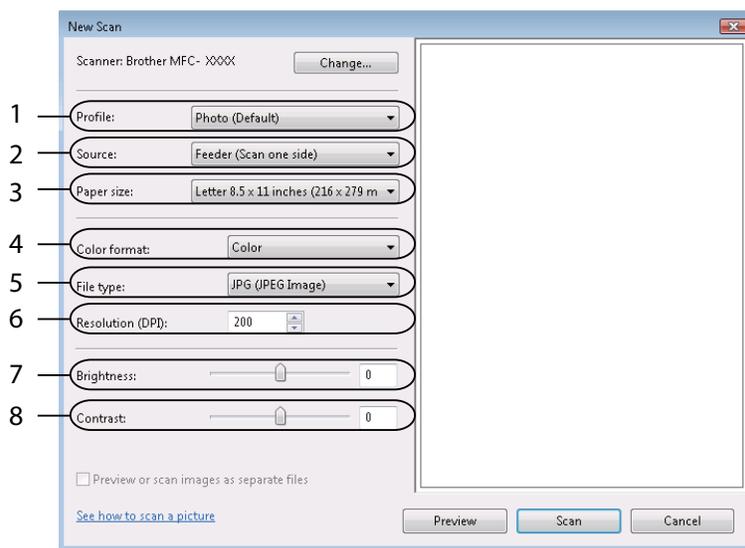
1 **Profile**

2 **Source**

3 **Paper size**

4 **Color format**

5 **File type**

6 **Resolution**

7 **Brightness**

8 **Contrast**

Note

The scanner resolution can be set as high as 1200 dpi.

For resolutions greater than 1200 dpi, use the Scanner Utility.

g Click the **Scan** button in the Scan dialog box.
The machine starts scanning the document.

Pre-Scanning to crop a portion you want to scan using the scanner glass

The **Preview** button is used to preview an image for cropping any unwanted portions from the image. When you are satisfied with the preview, click the **Scan** button in the Scan dialog box to scan the image.

a Follow the steps from ● to ● of *Scanning a document into the PC* on page 45.

b Put the document face down on the scanner glass.

③ Choose **Flatbed** in the **Source** drop-down list. Adjust the following settings, if needed, in the Scanner dialog box.
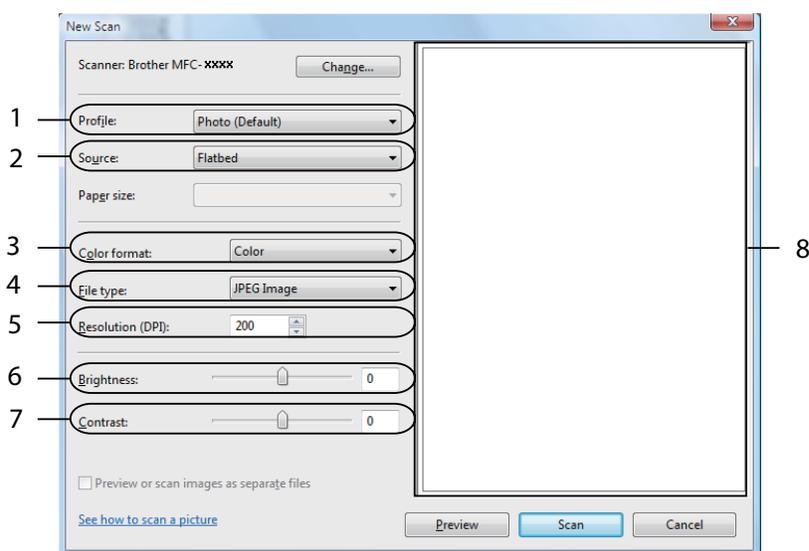
1 Profile

2 Source

3 Color format

4 File type

5 Resolution

6 Brightness

7 Contrast

8 Scanning area

④ Click **Preview**.
The whole image is scanned into the PC and appears in the scanning area (8).

⑤ Press and hold down the left mouse button and drag it over the portion you want to scan.

⑥ Click the **Scan** button in the Scan dialog box.
The machine starts scanning the document.
This time only the chosen area of the document appears in your application window.

2

Using the Scan key (For USB or Parallel cable users)

Note

If you use the Scan key when connected to a network, see *Network Scanning (For models with built-in network)* on page 84.

You can use ![Scan icon] (**Scan**) on the control panel to scan documents into your word processing, graphics or E-mail applications or a folder on your PC.

Before you can use ![Scan icon] (**Scan**) on the control panel, you have to install the Brother MFL-Pro Suite and connect the machine to your PC. If you installed the MFL-Pro Suite from the included CD-ROM then the correct drivers and ControlCenter3 are installed. Scanning by ![Scan icon] (**Scan**) follows the configuration on **Device Button** tab of ControlCenter3. (See *SCAN* on page 62.) For details about how to configure the scan settings of the ControlCenter3 buttons and to launch the application of your choice using ![Scan icon] (**Scan**), see *Using ControlCenter3* on page 59.

Note

- If you want to scan a document using the duplex scanning feature, you need to put the document in the ADF and then choose 2sided (L)edge or 2sided (S)edge depending on your document layout.
- Choose your document layout from following table:

Portrait		Landscape			LCD Message
Front	Back	Front	Back	➡	(L)edge (Long edge)
Front	Back	Front	Back	➡	(S)edge (Short edge)

Document Layout Table

- Duplex scan is not supported by the DCP-8080DN and MFC-8480DN.
- Duplex scan is available from the ADF only.
- Duplex scan is not available for legal size paper.
- The XPS file format is available for Windows Vista® or when using applications which support XML Paper Specification files.

Scan to USB

You can scan black and white and color documents directly to a USB Flash memory drive. Black and white documents will be stored in the TIFF (*.TIF), PDF (*.PDF) or Secure PDF (*.PDF) file formats. Color documents may be stored in JPEG (*.JPG), PDF (*.PDF), Secure PDF (*.PDF) or XPS (*.XPS) file formats. The default File names are based on the current date. You can change the color, quality and file name.

Resolution	File Format Options
Color 100 dpi	PDF / SecurePDF / JPEG / XPS
Color 200 dpi	PDF / SecurePDF / JPEG / XPS
Color 300 dpi	PDF / SecurePDF / JPEG / XPS
Color 600 dpi	PDF / SecurePDF / JPEG / XPS
Gray 100 dpi	PDF / SecurePDF / JPEG / XPS
Gray 200 dpi	PDF / SecurePDF / JPEG / XPS
Gray 300 dpi	PDF / SecurePDF / JPEG / XPS
B&W 200 dpi	PDF / SecurePDF / TIFF
B&W 200x100 dpi	PDF / SecurePDF / TIFF

1 Put a USB Flash memory drive into your machine.

2 Load your document.

3 Press ⟳ (**Scan**).

4 Press ▲ or ▼ to choose Scan to USB.
Press **OK**.
If your machine does not support Duplex Scan, go to step 6.
If your machine supports Duplex Scan, go to step 5.

5 Press ▲ or ▼ to choose 1sided, 2sided (L)edge or 2sided (S)edge.
Press **OK**.

6 Choose one of the options below.

■ To change the setting, choose Change Setting. Press **OK** and go to step 7.

■ To start scanning with the settings you set in the Function Menu (For MFC models, **Menu**, **5**, **2** and For DCP models, **Menu**, **4**, **2**), choose Start Scan. Press **OK** and go to step 10.

7 Press ▲ or ▼ to choose the quality you want.
Press **OK**.

8 Press ▲ or ▼ to choose the file type you want.
Press **OK**.

Note

- If you choose color or gray in the resolution setting, you cannot choose TIFF.

- If you choose black and white in the resolution setting, you cannot choose JPEG.

- If you choose Secure PDF, the machine will ask you to enter a 4 digit password using numbers 0-9 before it starts scanning.

⑨ The file name is set automatically. However, you can create a name of your choice using the dial pad. You can only change the first 6 digits of the file name.
Press **OK**.

Note

Press **Clear/Back** to delete the letters you entered.

⑩ Press **Start** to start scanning.

⚠ CAUTION

The LCD shows Scanning while reading the data. DO NOT unplug the power cord or remove the USB Flash memory drive from the machine while it is reading the data. You could lose your data or damage the USB Flash memory drive.

Changing the default file size

You can set your own default setting for the file size. For a higher quality scan, choose the large file size. For a smaller file size, choose the small file size.

① Press **Menu**, **1**.

② Press ▲ or ▼ to choose Document Scan. Press **OK**.

③ Press ▲ or ▼ to choose File Size. Press **OK**.

④ Press ▲ or ▼ to choose 1.Color or 2.Gray. Press **OK**.

⑤ Press ▲ or ▼ to choose Small, Middle or Large. Press **OK**.

⑥ Press **Stop/Exit**.

Note

You cannot choose the file size when you scan a document in black and white. Black and white documents will be stored in the TIFF file format and the data will not be compressed.

Changing the default resolution and file type

1 For MFC models, press **Menu**, **5**, **2**, **1**.
For DCP models, press **Menu**, **4**, **2**, **1**.

2 Press ▲ or ▼ to choose `Color 100 dpi`, `Color 200 dpi`, `Color 300 dpi` or `Color 600 dpi`,
`Gray 100 dpi`, `Gray 200 dpi`, `Gray 300 dpi`, `B&W 200 dpi` or `B&W 200x100 dpi`.
Press **OK**.

3 Do one of the following:

- For black and white file format:

    Press ▲ or ▼ to choose `PDF`, `Secure PDF` or `TIFF`.

    Press **OK**.

- For Color or Gray file format:

    Press ▲ or ▼ to choose `PDF`, `Secure PDF`, `JPEG` or `XPS`.

    Press **OK**.

4 Press **Stop/Exit**.

Changing the default file name

1 For MFC models, press **Menu**, **5**, **2**, **2**.
For DCP models, press **Menu**, **4**, **2**, **2**.

2 Enter the file name (up to 6 characters.)
Press **OK**.

Note

You cannot use a space for the first character.

3 Press **Stop/Exit**.

Understanding the Error Messages

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

- `Protected Device`

    This message will appear if the protect switch of the USB Flash memory drive is on.

- `Rename the File`

    This message will appear if there is already a file on the USB Flash memory drive with the same name as the file you are trying to save.

- `Too Many Files`

    This message will appear if there are too many files stored on the USB Flash memory drive.

- `Unusable Device`

    This message will appear if your USB Flash memory drive is not supported by your Brother machine.

Scan to E-mail

You can scan either a black and white or color document into your E-mail application as a file attachment. You can change the scan configuration. (See *E-mail* on page 66.)

1️⃣ Load your document.

2️⃣ Press ⬆ (**Scan**).

3️⃣ Press ▲ or ▼ to choose `Scan to PC`.
Press **OK**.

4️⃣ Press ▲ or ▼ to choose `E-mail`.
Press **OK**.
If your machine does not support Duplex Scan, go to step 6️⃣.
If your machine supports Duplex Scan, go to step 5️⃣.

5️⃣ Press ▲ or ▼ to choose `1sided`, `2sided (L)edge` or `2sided (S)edge`.
Press **OK**.

6️⃣ Press **Start**.
The machine starts scanning the document, creates a file attachment, and launches your E-mail application, displaying the new message waiting to be addressed.

📝 **Note**

• If you want the scanned data in color, choose color in scan type on the **Device Button** tab of the ControlCenter3 configuration. If you want the scanned data in black and white, choose black and white in scan type on the **Device Button** tab of the ControlCenter3 configuration. (See *SCAN* on page 62.)

• If you want to change the default file size for JPEG, PDF or Secure PDF, choose your preferred rate by moving the scroll bar on the **Device Button** tab of the ControlCenter3 configuration.

Scan to Image

You can scan either a black and white or color document into your graphics application for viewing and editing. You can change the scan configuration. (See *Image (example: Microsoft® Paint)* on page 63.)

1️⃣ Load your document.

2️⃣ Press ⬆ (**Scan**).

3️⃣ Press ▲ or ▼ to choose `Scan to PC`.
Press **OK**.

4️⃣ Press ▲ or ▼ to choose `Image`.
Press **OK**.
If your machine does not support Duplex Scan, go to step 6️⃣.
If your machine supports Duplex Scan, go to step 5️⃣.

5 Press ▲ or ▼ to choose `1sided`, `2sided (L)edge` or `2sided (S)edge`.
Press **OK**.

6 Press **Start**.
The machine starts the scanning process.

Note

- If you want the scanned data in color, choose color in scan type on the **Device Button** tab of the ControlCenter3 configuration. If you want the scanned data in black and white, choose black and white in scan type on the **Device Button** tab of the ControlCenter3 configuration. (See *SCAN* on page 62.)

- If you want to change the default file size for JPEG, PDF or Secure PDF, choose your preferred rate by moving the scroll bar on the **Device Button** tab of the ControlCenter3 configuration.

Scan to OCR

If your document is text, you can have it converted by ScanSoft™ PaperPort™ 11SE OCR to an editable text file and then have the result displayed in your word processing application for viewing and editing. You can change the Scan configuration. (See *OCR (Word Processing program)* on page 65.)

1 Load your document.

2 Press ⇧ (**Scan**).

3 Press ▲ or ▼ to choose `Scan to PC`.
Press **OK**.

4 Press ▲ or ▼ to choose `OCR`.
Press **OK**.
If your machine does not support Duplex Scan, go to step **6**.
If your machine supports Duplex Scan, go to step **5**.

5 Press ▲ or ▼ to choose `1sided`, `2sided (L)edge` or `2sided (S)edge`.
Press **OK**.

6 Press **Start**.
The machine starts the scanning process.

Note

If you want the scanned data in color, choose color in scan type on the **Device Button** tab of the ControlCenter3 configuration. If you want the scanned data in black and white, choose black and white in scan type on the **Device Button** tab of the ControlCenter3 configuration. (See *SCAN* on page 62.)

2

Scan to File

You can scan a black and white or a color document into your PC and save it as a file in a folder of your choice. The file type and specific folder are based on the settings you have chosen in the Scan to File screen of ControlCenter3. (See *File* on page 67.)

a Load your document.

b Press ⬦ (**Scan**).

c Press ▲ or ▼ to choose Scan to PC.
Press **OK**.

d Press ▲ or ▼ to choose File.
Press **OK**.
If your machine does not support Duplex Scan, go to step f.
If your machine supports Duplex Scan, go to step e.

e Press ▲ or ▼ to choose 1sided, 2sided (L)edge or 2sided (S)edge.
Press **OK**.

f Press **Start**.
The machine starts the scanning process.

> **Note**
> • If you want the scanned data in color, choose color in scan type on the **Device Button** tab of the ControlCenter3 configuration. If you want the scanned data in black and white, choose black and white in scan type on the **Device Button** tab of the ControlCenter3 configuration. (See *SCAN* on page 62.)
>
> • If you would like to display the folder window after scanning the document, select **Show Folder** on the **Device Button** tab of the ControlCenter3 configuration. (See *SCAN* on page 62.)
>
> • If you would like to change the file name of scanned documents, enter the file name in **File Name** section on the **Device Button** tab of the ControlCenter3 configuration. To change the machine's **Scan** key settings, right-click the each ControlCenter buttons, click **ControlCenter Configuration** and click the **Device Button** tab.
>
> • If you want to change the default file size for JPEG, PDF or Secure PDF, choose your preferred rate by moving the scroll bar on the **Device Button** tab of the ControlCenter3 configuration.

Using ScanSoft™ PaperPort™ 11SE with OCR by NUANCE™

> **Note**
>
> ScanSoft™ PaperPort™ 11SE supports Windows® 2000 (SP4 or greater), XP (SP2 or greater), XP Professional x64 Edition and Windows Vista® only.

ScanSoft™ PaperPort™ 11SE for Brother is a document management application. You can use PaperPort™ 11SE to view scanned documents.

PaperPort™ 11SE has a sophisticated, yet easy-to-use filing system that will help you organize your graphics and text documents. It allows you to mix or 'stack' documents of different formats for printing, faxing or filing.

This chapter only introduces the basic functions of the software. For more details, see the ScanSoft™ **Getting Started Guide**. To view the complete ScanSoft™ PaperPort™ 11SE **Getting Started Guide**, choose **Help** from PaperPort™ 11SE menu bar and click **Getting Started Guide**. When you install MFL-Pro Suite, ScanSoft™ PaperPort™ 11SE for Brother is installed automatically. You can access ScanSoft™ PaperPort™ 11SE through the ScanSoft™ PaperPort™ SE program group located in **Start/All Programs/ScanSoft PaperPort 11** on your PC.

Viewing items

ScanSoft™ PaperPort™ 11SE gives several ways to view items:

Desktop View displays the item in the chosen folder with a thumbnail (a small graphic that shows each item in a desktop or folder) or an icon.

You can see both PaperPort™ 11SE items (MAX files) and non-PaperPort™ 11SE items (files created using other applications).

All graphical files (PaperPort™ 11SE's *.max and other files) will be displayed and include an icon that indicates the application that the specific file type is associated or created with. Non-graphical files are indicated by a small rectangular thumbnail and are not displayed as actual images.
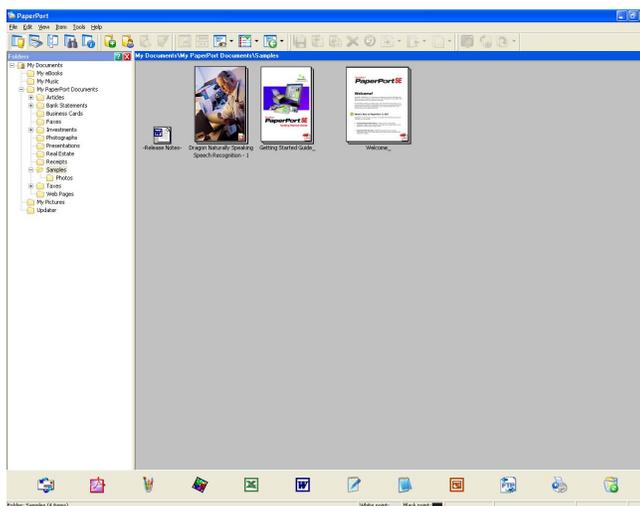
Page Thumbnails displays a close-up of a single page. You can open a PaperPort™ 11SE item by double-clicking its icon or the thumbnail in **Desktop View**.

As long as you have the appropriate application on your PC to display it, you can also open a non-PaperPort™ SE item by double-clicking it.
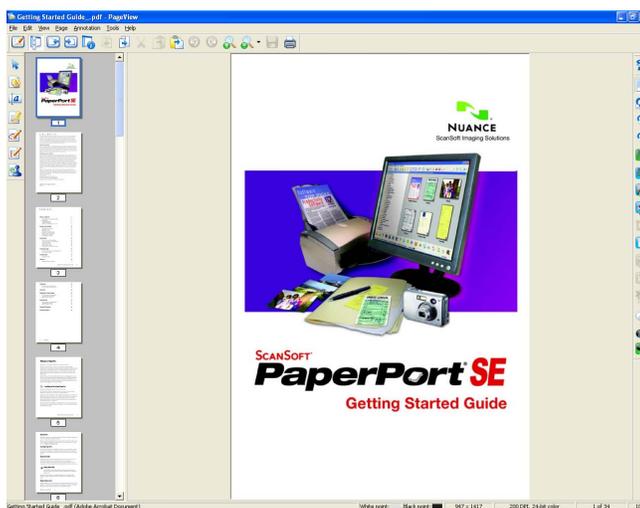
Organizing your items in folders

PaperPort™ 11SE has an easy-to-use filing system for organizing your items. The filing system consists of folders and items that you choose to view in **Desktop View**. An item can be a PaperPort™ 11SE item or a non-PaperPort™ 11SE item:

- Folders are arranged in a 'tree' structure in the Folder View. You use this section to choose folders and view their items in **Desktop View**.
- You can simply drag and drop an item onto a folder. When the folder is highlighted, release the mouse button and the item is stored in that folder.
- Folders can be 'nested'—that is, stored in other folders.
- When you double-click a folder, its contents (both PaperPort™ 11SE MAX files and non PaperPort™ 11SE files) appear on the Desktop.
- You can also use Windows® Explorer to manage the folders and items shown in **Desktop View**.

Quick links to other applications

ScanSoft™ PaperPort™ 11SE automatically recognizes many other applications on your PC and creates a 'working link' to them.

The bar at the bottom of the PaperPort™ 11SE desktop shows which programs you can use with PaperPort™ 11SE.

To send an item from PaperPort™ 11SE to another program, simply drag and drop the item from the PaperPort™ 11SE desktop to the program icon on the Send To bar. PaperPort™ 11SE automatically converts the item to the preferred format.

If PaperPort™ 11SE does not automatically recognize one of the applications on your PC, you can manually create a link using the **New Program Link** command.

ScanSoft™ PaperPort™ 11SE with OCR lets you convert image text into text you can edit

ScanSoft™ PaperPort™ 11SE can quickly convert a text document image into text that you can edit with a word processing application.

PaperPort™ 11SE uses the optical character recognition software (OCR), which comes with PaperPort™ 11SE. PaperPort™ 11SE can use your preferred OCR application if it is already on your PC. You can convert the entire item, or by using the **Copy Text** command, you can choose only a portion of the text to convert.

Dragging an item onto a word-processing link icon starts PaperPort™ 11SE's built-in OCR application, or you can use your own OCR application.

Importing items from other applications

As well as scanning items, you can bring items into PaperPort™ 11SE in a variety of ways and convert them to PaperPort™ 11SE (MAX) files in several different ways:

■ Print to the **Desktop View** from another application, such as Microsoft® Word.

■ Import files saved in other file formats, such as Windows® Bitmap (BMP) or Tagged Image File Format (TIFF).

Exporting items into other formats

You can export or save PaperPort™ 11SE items in several popular file formats, such as BMP, JPEG, TIFF or PDF.

Exporting an image file

1 Click **File**, then **Save As** in the PaperPort™ 11SE window.
The Save 'XXXXX' as dialog box is displayed.

2 Choose the drive and folder where you want to store the file.

3 Enter the new file name and choose the file type.

4 Click **Save** to save your file, or **Cancel** to return to PaperPort™ 11SE without saving it.

Uninstalling ScanSoft™ PaperPort™ 11SE with OCR

(Windows® 2000 Professional)

1 Click the **Start** button, **Settings**, **Control Panel**, then **Add/Remove Programs**.

2 Choose **ScanSoft PaperPort 11** from the list and click **Change** or **Remove**.

(Windows® XP)

1 Click the **Start** button, **Control Panel**, **Add or Remove Programs**, and click the
Change or Remove Programs icon.

2 Choose **ScanSoft PaperPort 11** from the list and click **Change** or **Remove**.

(Windows Vista®)

1 Click the **Start** button, **Control Panel**, **Programs** and **Programs and Features**.

2 Choose **ScanSoft PaperPort 11** from the list and click **Uninstall**.

3

ControlCenter3

Note

- The features available to you in ControlCenter3 may vary depending on the model number of your machine.

- Duplex Scan is not supported by the DCP-8080DN and MFC-8480DN.

- Duplex Scan is not available for legal size paper.

Using ControlCenter3

ControlCenter3 is a software utility that lets you quickly and easily access your often used applications. Using ControlCenter3 eliminates the need to manually launch specific applications. ControlCenter3 has the following operations:

① Scan directly to a file, E-mail, word processor or graphics application of your choice. (1)

② Access to the Custom Scan settings. Custom Scan buttons let you configure a button to meet your own application needs. (2)

③ Access the Copy features available via your PC. (3)

④ Access the 'PC-FAX' applications available for your device. (4)

⑤ Access the settings available to configure your device. (5)

⑥ You can choose which machine ControlCenter3 will connect with from the **Model** drop-down list. (6)

⑦ You can also open the configuration window for each function and a link to the **Brother Solutions Center** by clicking the **Configuration** button. (7)

Modern

6 ——— 7

1, 2 ———

3 ———

4 ———

5 ———

Classic

6 ——— 7

1 ———

2 ———

3 ———

4 ———

5 ———
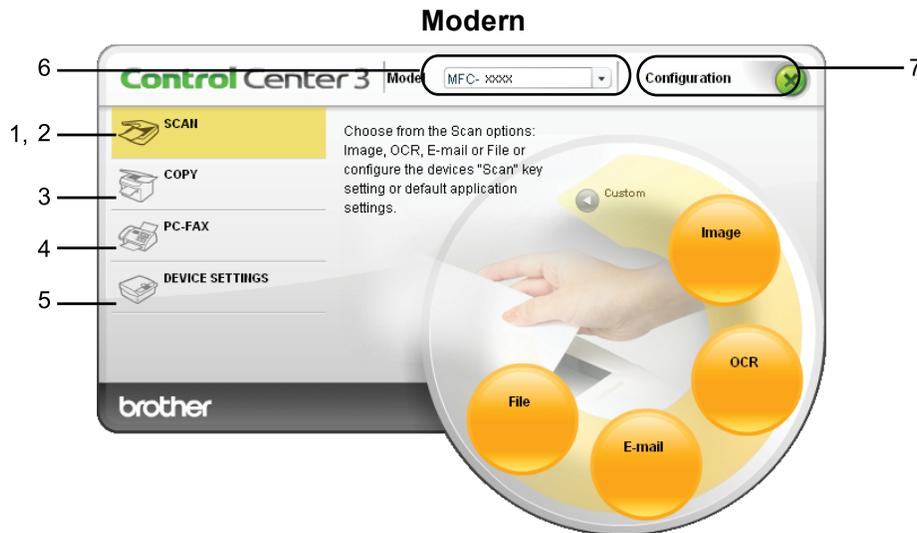
✎ Note

• To be able to choose another connected model from the **Model** drop-down list, you must have the MFL-Pro Suite Software installed on your PC for that model.

• For the Modern user interface, you need to install Adobe® Flash® Player 8 or greater. If you do not have Flash® Player 8 or greater, you will be prompted so you can download the latest Flash® Player.

Switching the user interface

You can choose the Modern or Classic user interface for ControlCenter3.

❶ To switch the user interface, click **Configuration** button and select **SETUP** then **SKIN SELECT**.

❷ From the **SKIN SELECT** dialog, you can choose your preferred user interface.

Turning the Auto Load feature off

Once you start ControlCenter3 from the Start menu, the icon will appear on the tasktray. You can open the ControlCenter3 window by double-clicking the icon.

If you do not want ControlCenter3 to run automatically each time you start your PC:

❶ Right-click the ControlCenter3 icon in the tasktray, and choose **Preferences**.
The ControlCenter3 preference window appears.

❷ Uncheck **Start ControlCenter on computer startup**.

❸ Click **OK** to close the window.

SCAN

There are four scan options: **Scan to Image**, **Scan to OCR**, **Scan to E-mail** and **Scan to File**.

■ **Image** *(Default: Microsoft® Paint)*

Lets you scan a page directly into any graphic viewer/editor application. You can choose the destination application, such as Microsoft® Paint, Corel® Paint Shop Pro®, Adobe® Photoshop®, or any kind of image editing application on your PC.

■ **OCR** *(Default: Microsoft® Notepad)*

Lets you scan a page or document, automatically run the OCR application and put text (not a graphic image) into a word processing application. You can choose the target word processing application, such as Microsoft® Notepad, Microsoft® Word, Corel® WordPerfect® or any word processing application on your PC.

■ **E-mail** *(Default: your default E-mail software)*

Lets you scan a page or document directly into an E-mail application as a standard attachment. You can choose the file type and resolution for the attachment.

■ **File**

Lets you scan directly to a disk file. You can change the file type and destination folder, as needed.

ControlCenter3 gives you the ability to configure the hardware **Scan** key on your machine and the ControlCenter3 Software button for each scan feature. To configure the hardware **Scan** key on your machine choose the **Device Button** tab (right-click each ControlCenter button and click **ControlCenter Configuration**) in the configuration menu for each of the **SCAN** buttons. To configure the Software button in ControlCenter3 choose the **Software Button** tab (right-click each ControlCenter button and click **ControlCenter Configuration**) in the configuration menu for each of the **SCAN** buttons.

File type

You can choose from the following list of file types when saving to a folder.

- Windows Bitmap (*.bmp)
- JPEG (*.jpg)
- TIFF (*.tif)
- TIFF Multi-Page (*.tif)
- Portable Network Graphics (*.png)
- PDF (*.pdf)
- Secure PDF (*.pdf)
- XML Paper Specification (*.xps)

Note

- The XML Paper Specification is available for Windows Vista® or when using applications which support XML Paper Specification files.
- If you set the file type to TIFF or TIFF Multi-Page, you can choose "Uncompressed" or "Compressed".
- Secure PDF is available for Scan to Image, Scan to E-mail and Scan to File.

Image (example: Microsoft® Paint)

The **Scan to Image** feature lets you scan an image directly into your graphics application for image editing. To change the default settings, right-click the **Image** button, click **ControlCenter Configuration** and click the **Software Button** tab.
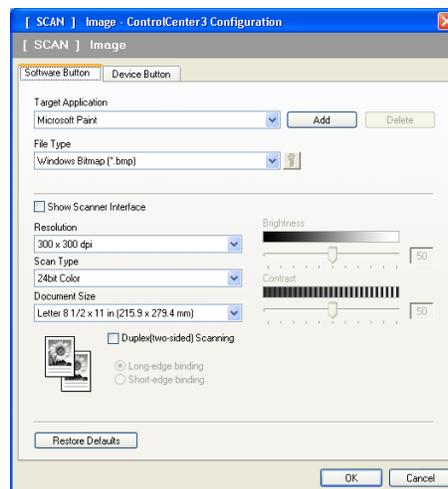
If you want to scan and then crop a portion of a page after pre-scanning the document, check the **Show Scanner Interface** box.

If you want to scan a duplex document, check **Duplex(two-sided) Scanning** and choose **Long-edge binding** or **Short-edge binding**. (Not available for the DCP-8080DN and MFC-8480DN)

Change the other settings, if needed.

To change the destination application, choose the correct application from the **Target Application** drop-down list. You can add an application to the list by clicking the **Add** button.
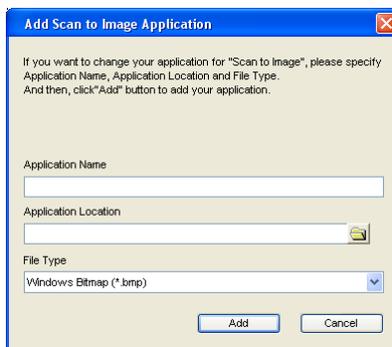
Enter the **Application Name** (up to 30 characters) and the **Application Location**. You can also find the

application location by clicking the [icon] icon. Choose **File Type** from the drop-down list.

You can delete an application that you have added by clicking the **Delete** button in the **Software Button** tab.
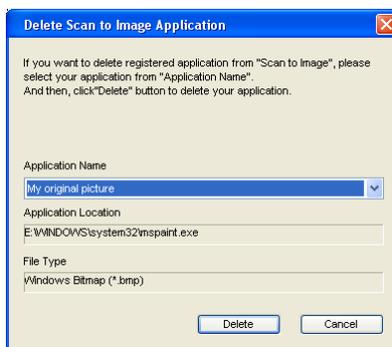
Note

This function is also available for Scan to E-mail and Scan to OCR. The window may vary depending on the function.

If you choose **Secure PDF** from the **File Type** list, click the [icon] icon to open the **Set PDF Password** dialog box. Enter your password in the **Password** and **Re-type Password** box and then click **OK**. After the password is saved it will be automatically be saved with your document the next time you scan to a Secure PDF. If you want to change it, click the [icon] icon and set the new password.

Note

Secure PDF is also available for Scan to E-mail and Scan to File.

OCR (Word Processing program)

Scan to OCR scans a document and converts it into text. This text can be edited using your favorite word processing software.

To configure **Scan to OCR**, right-click the **OCR** button, click **ControlCenter Configuration** and click the **Software Button** tab.
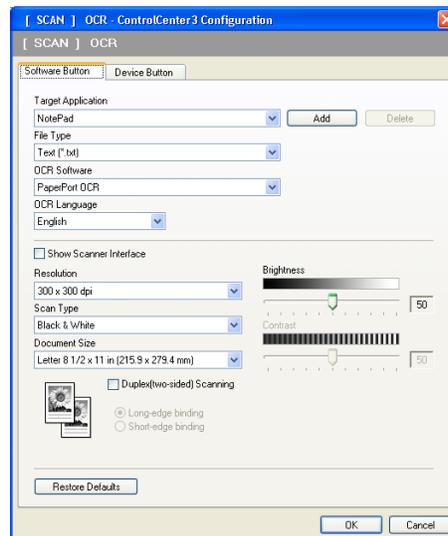
To change the word processing application, choose the destination word processing application from the **Target Application** drop-down list. You can add an application to the list by clicking the **Add** button. To delete an application, click the **Delete** button in the **Software Button** tab.

If you want to scan and then crop a portion of a page after pre-scanning the document, check the **Show Scanner Interface** box.

If you want to scan a duplex document, check **Duplex(two-sided) Scanning** and choose **Long-edge binding** or **Short-edge binding**. (Not available for the DCP-8080DN and MFC-8480DN)

You can also configure the other settings for **Scan to OCR**.

E-mail

Scan to E-mail lets you scan a document to your default E-mail application, so you can send the scanned job as an attachment. To change the default E-mail application or attachment file type, right-click the **E-mail** button, click **ControlCenter Configuration** and click the **Software Button** tab.
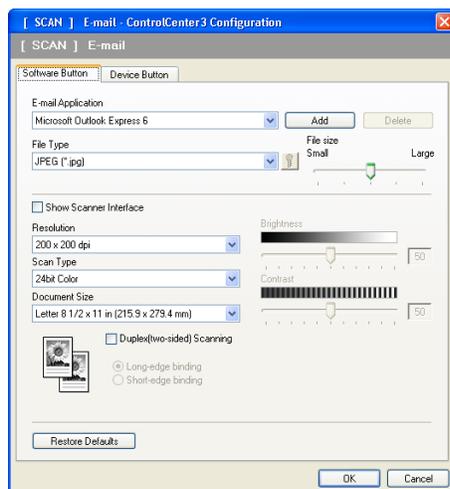
To change the E-mail application, choose your preferred E-mail application from the **E-mail Application** drop-down list. You can add an application to the list by clicking the **Add** button [1]. To delete an application, click the **Delete** button.

[1]   When you first start ControlCenter3 a default list of compatible E-mail applications will appear in the drop-down list. If you are having trouble using a custom application with ControlCenter3 you should choose an application from the list.

You can also change the other settings used to create the file attachments.

If you want to scan and then crop a portion of a page after pre-scanning the document, check the **Show Scanner Interface** box.

If you want to scan a duplex document, check **Duplex(two-sided) Scanning** and choose **Long-edge binding** or **Short-edge binding**. (Not available for the DCP-8080DN and MFC-8480DN)

File

The **Scan to File** button lets you scan an image to a folder on your hard disk in one of the file types shown in the file attachment list. To configure the file type, folder and file name, right-click the **File** button, click **ControlCenter Configuration** and click the **Software Button** tab.
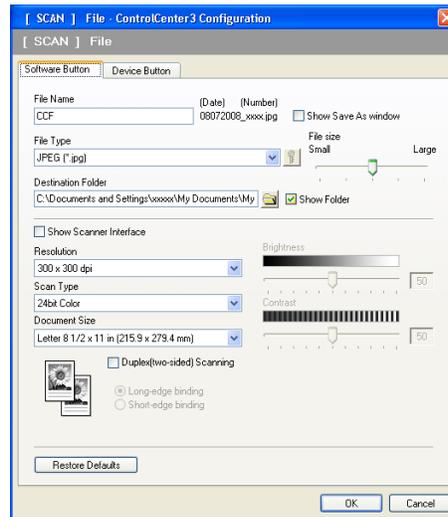
You can change the File Name. Enter the file name you want to use for the document (up to 100 characters) in the **File Name** box. File name will be the file name you registered, current date and sequential number.

Choose the file type for the saved image from the **File Type** drop-down list. You can save the file to the default folder shown in the **Destination Folder**, or choose your preferred folder by clicking the ⬜ icon.

To display where the scanned image is saved when scanning is finished, check the **Show Folder** box. To let you specify the destination of the scanned image every time you scan, check the **Show Save As window** box.

If you want to scan and then crop a portion of a page after pre-scanning the document, check the **Show Scanner Interface** box.

If you want to scan a duplex document, check **Duplex(two-sided) Scanning** and choose **Long-edge binding** or **Short-edge binding**. (Not available for the DCP-8080DN and MFC-8480DN)

CUSTOM SCAN

The **Custom Scan** option lets you create your own scan options.

For Modern interface users, place the mouse pointer over the ◀ and click **Custom**.

To configure a button, right-click the appropriate button and click **ControlCenter Configuration**. There are four options: **Scan to Image**, **Scan to OCR**, **Scan to E-mail** and **Scan to File**.

■ **Scan to Image**

Lets you scan a page directly into any image viewer/editor software. You can choose any image editor application on your PC.

■ **Scan to OCR**

Converts scanned documents into editable text files. You can choose the destination application for the editable text.

■ **Scan to E-mail**

Attaches the scanned images to an E-mail message. You can also choose the file attachment type and create a quick send list of E-mail addresses chosen from your E-mail address book.

■ **Scan to File**

Lets you save a scanned image to any folder on a local or network hard disk. You can also choose the file type to be used.

Modern

Classic

File type

You can choose from the following list of file types when saving to a folder.

- Windows Bitmap (*.bmp)
- JPEG (*.jpg)
- TIFF (*.tif)
- TIFF Multi-Page (*.tif)
- Portable Network Graphics (*.png)
- PDF (*.pdf)
- Secure PDF (*.pdf)
- XML Paper Specification (*.xps)

Note

- The XML Paper Specification is available for Windows Vista® or when using applications which support XML Paper Specification files.
- If you set the file type to TIFF or TIFF Multi-Page, you can choose "Uncompressed" or "Compressed".
- Secure PDF is available for Scan to Image, Scan to E-mail and Scan to File.

Customizing a user-defined button

To configure a button, right-click the button, then click the **ControlCenter Configuration** button to see the configuration window.
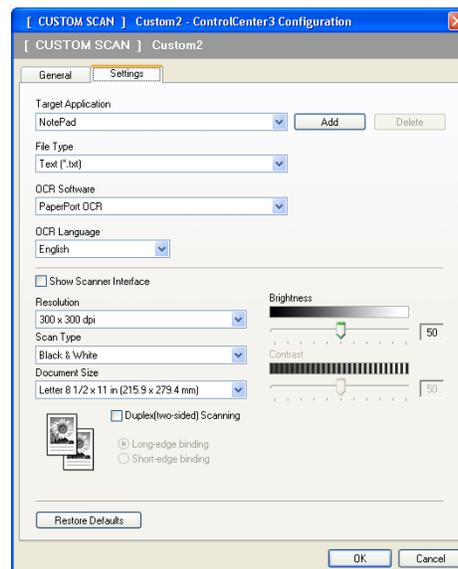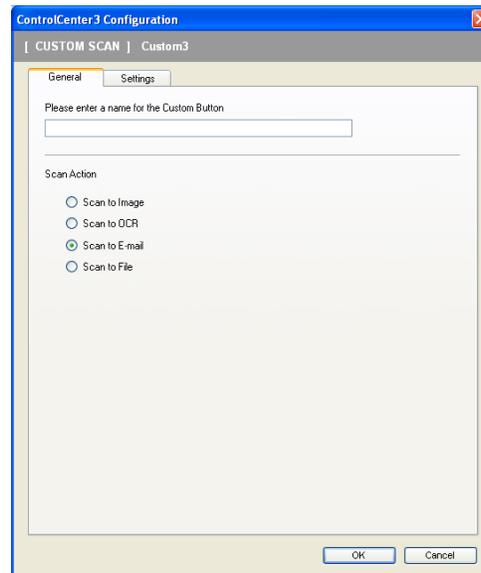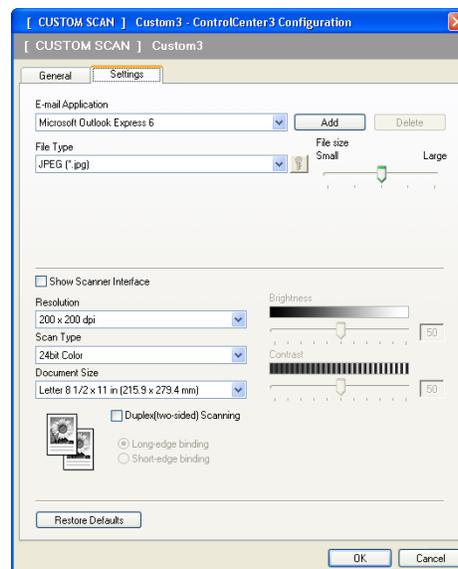
Scan to Image

■ **General** tab

To create the button name, enter a name in the **Please enter a name for the Custom Button** text field (up to 30 characters).

Choose the type of scan from the **Scan Action** field.
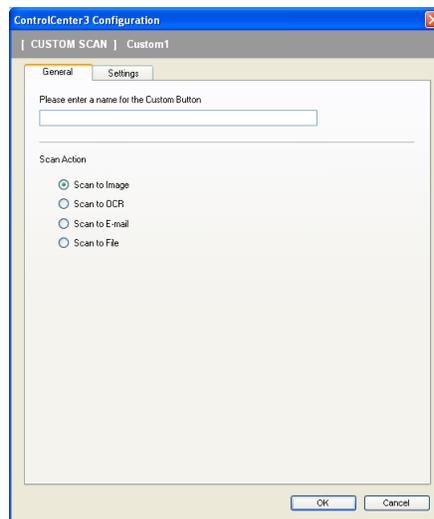
■ **Settings** tab

Choose the **Target Application**, **File Type**, **Resolution**, **Scan Type**, **Document Size**, **Duplex(two-sided) Scanning** (if necessary), **Show Scanner Interface**, **Brightness** and **Contrast** settings.
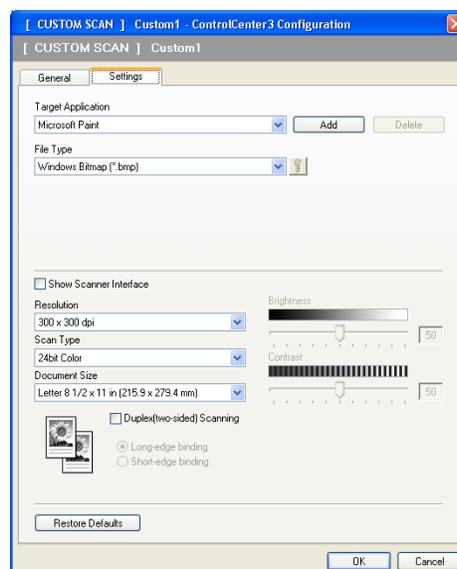
If you choose **Secure PDF** from the **File Type** list, click the 🔑 icon to open the **Set PDF Password** dialog box. Enter your password in the **Password** and **Re-type Password** box and then click **OK**. After the password is saved it will be automatically be saved with your document the next time you scan to a Secure

PDF. If you want to change it, click the 🔑 icon and set the new password.

Note

Secure PDF is also available for Scan to E-mail and Scan to File.

Scan to OCR

■ **General** tab

To create the button name, enter a name in the **Please enter a name for the Custom Button** text field (up to 30 characters).

Choose the type of scan from the **Scan Action** field.
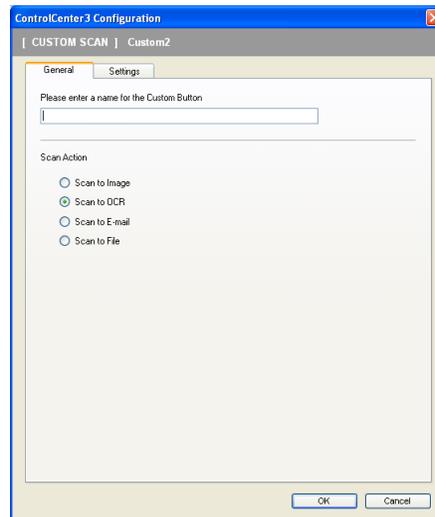
■ **Settings** tab

Choose the **Target Application**, **File Type**, **OCR Software**, **OCR Language**, **Resolution**, **Scan Type**, **Document Size**, **Duplex(two-sided) Scanning** (if necessary), **Brightness** and **Contrast** settings.

Scan to E-mail

■ **General** tab

To create the button name, enter a name in the **Please enter a name for the Custom Button** text field (up to 30 characters).

Choose the type of scan from the **Scan Action** field.

■ **Settings** tab

Choose the **E-mail Application**, **File Type**, **Resolution**, **Scan Type**, **Document Size**, **Duplex(two-sided) Scanning** (if necessary), **Brightness** and **Contrast** settings.

3

Scan to File

■ **General** tab

To create the button name, enter a name in the **Please enter a name for the Custom Button** text field (up to 30 characters).

Choose the type of scan from the **Scan Action** field.
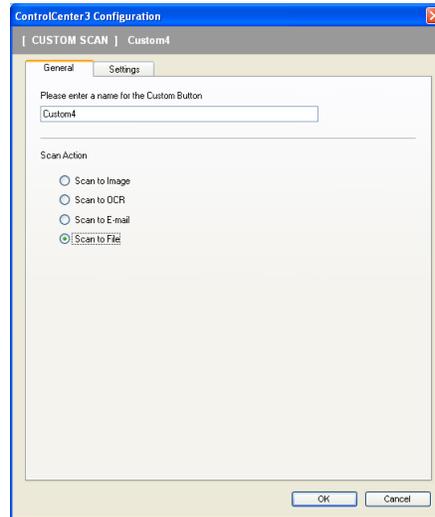
■ **Settings** tab

Choose the file format from the **File Type** drop-down list. Save the file to the default folder which is shown

in the **Destination Folder** box or choose your preferred folder by clicking the [icon] icon. Check

Show Folder to show where the scanned image is saved after scanning. Check **Show Save As window** to specify the destination of the scanned image after every scan.

Choose the **Resolution**, **Scan Type**, **Document Size**, **Duplex(two-sided) Scanning** (if necessary), **Brightness** and **Contrast** settings and enter the file name if you want to change.
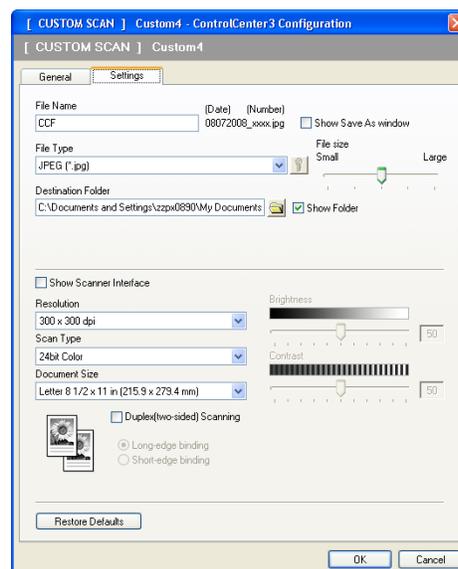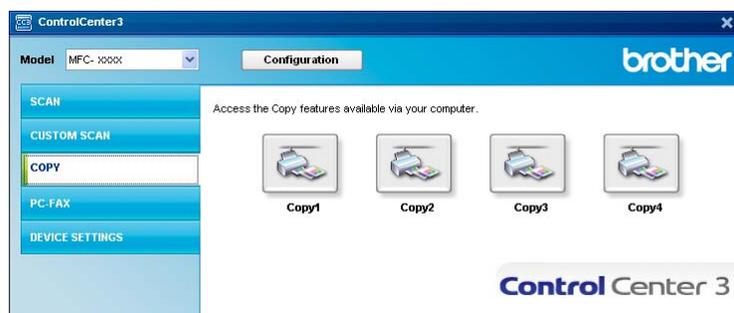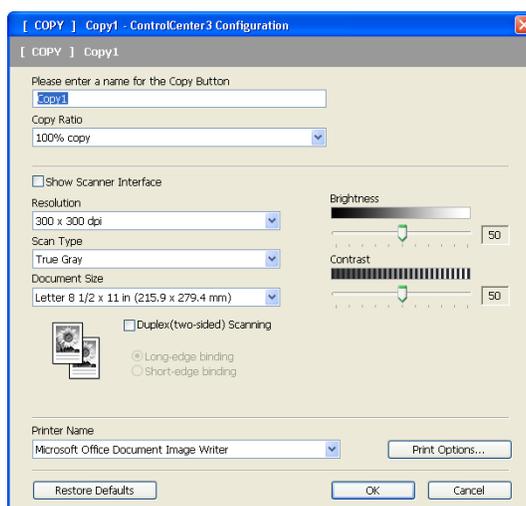
COPY

Lets you use the PC and any printer driver for enhanced copy operations. You can scan a page on the machine and print copies using any of the features of the machine's printer driver, or you can direct the copy output to any standard printer driver installed on the PC including network printers.

You can configure your preferred settings on up to four buttons.

The **Copy1** to **Copy4** buttons can be customized to let you use advanced copy functions such as N in 1 printing.

To use the **Copy** buttons, configure the printer driver by right-clicking the button and choosing the **ControlCenter Configuration**.


Enter a name in **Please enter a name for the Copy Button** text field (up to 30 characters) and choose **Copy Ratio**.

Choose the **Resolution**, **Scan Type**, **Document Size**, **Duplex(two-sided) Scanning** (if necessary), **Show Scanner Interface**, **Brightness** and **Contrast** settings to be used.

If you want to scan a duplex document, check **Duplex(two-sided) Scanning** and choose **Long-edge binding** or **Short-edge binding**. (Not available for the DCP-8080DN and MFC-8480DN)

Before finishing the **Copy** button configuration, choose the **Printer Name**. To display the printer driver settings, click the **Print Options...** button and then **Properties...** button.

In the printer driver settings dialog box, you can choose advanced settings for printing.
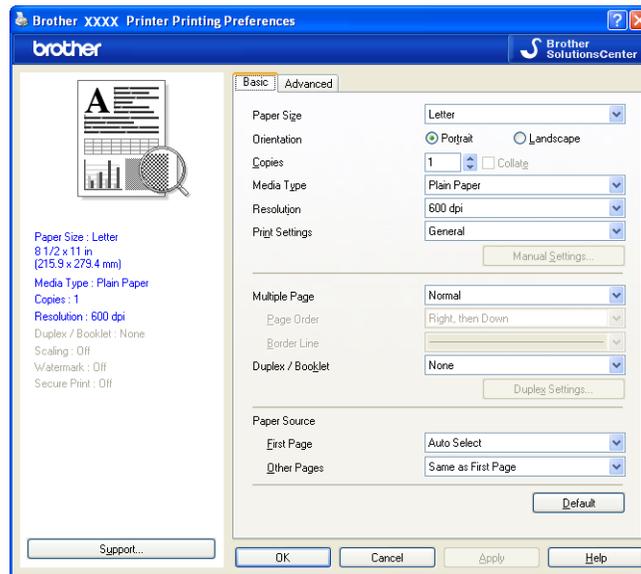
Note

You must configure each of the copy buttons before they can be used.

PC-FAX (MFC models only)

The PC-FAX option lets you send and receive faxes. You can also configure the address book and change some general machine settings.

These buttons are for sending or receiving faxes using the Brother PC-FAX application.

■ **Send**

Lets you scan a page or document and automatically send the image as a fax from the PC using the Brother PC-FAX software. (See *PC-FAX sending* on page 103.)

■ **Receive**

By clicking this button, the PC-FAX receive software is activated and your PC starts receiving fax data from your Brother machine. After activating the PC-FAX option, the icon name changes to **View Received** which when clicked will open an application and display the received faxes. Before using the PC-FAX Receive option, you must select the PC-FAX Receive option from the control panel menu of the Brother machine. (See *PC-FAX receiving* on page 116.)

■ **Address Book**

Lets you open the Brother PC-FAX address book. (See *Brother Address Book* on page 110.)

■ **Setup**

Lets you configure the PC-FAX sending settings. (See *Sending setup* on page 104.)

Note

PC-FAX supports Black and white faxing only.

Send

The **Send** button lets you scan a document and automatically send the image as a fax from the PC using the Brother PC-FAX software. (See *PC-FAX sending* on page 103.)

To change the **Send** settings, right-click the **Send** button and click **ControlCenter Configuration**. You can change the **Resolution**, **Scan Type**, **Document Size**, **Show Scanner Interface**, **Brightness** and **Contrast** settings.
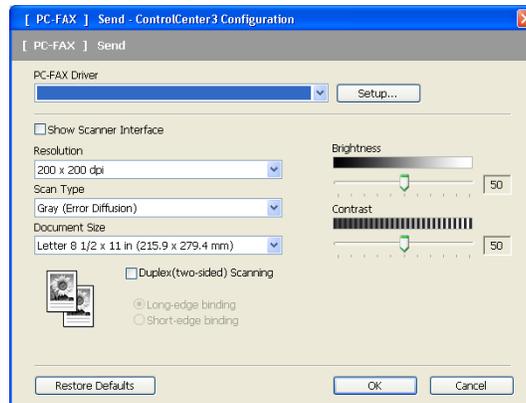
If you want to scan a duplex document, check **Duplex(two-sided) Scanning** and choose **Long-edge binding** or **Short-edge binding**. (Not available for the DCP-8080DN and MFC-8480DN)

Receive/View Received

The Brother PC-FAX Receiving software option lets you view and store your faxes on your PC. It is automatically installed when you install the MFL-Pro Suite.

By clicking the **Receive** button, the PC-FAX receiving function is activated and starts to receive fax data from your Brother machine. Before you use the PC-FAX Receive function, you must select the PC-FAX Receive option from the control panel menu of the Brother machine. (See *Enabling PC-FAX Receiving software on your machine* on page 117.)

To configure the PC-FAX Receive software, see *Setting up your PC* on page 118.

When the PC-FAX receiving software is running, you can open the viewer application with the
View Received button. (PaperPort™ 11SE)

Note

You can also activate the PC-FAX receiving software from the start menu. (See *Running the PC-FAX
Receiving software on your PC* on page 117.)

Address Book

The **Address Book** button lets you add, amend or delete contacts from your address book. To edit this
address book, click the **Address Book** button to open the dialog box. (See *Brother Address Book*
on page 110.)

Setup

By clicking the **Setup** button, you can configure the user settings of the PC-FAX application.

(See *Setting up user information* on page 103.)

DEVICE SETTING

You can configure or check the machine settings.

■ **Remote Setup** (MFC models only)

Lets you open the Remote Setup Program. (See *Remote Setup* on page 101.)

■ **Quick-Dial** (MFC models only)

Lets you open the Set Quick-Dial window of Remote Setup. (See *Remote Setup* on page 101.)

■ **Status Monitor**

Allows you to open the Status Monitor Utility. (See *Status Monitor* on page 9.)

■ **User's Guide**

Lets you view the User's Guide, the Software User's Guide and the Network User's Guide.
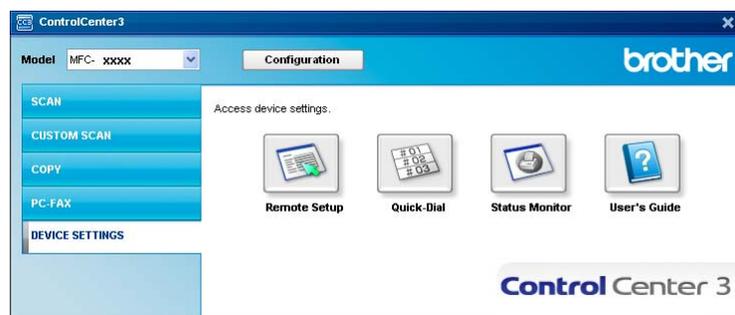
Remote Setup
(MFC models only)

The **Remote Setup** button lets you open the Remote Setup Program window to configure most machine and network setting menus.

✎ Note

For details, see *Remote Setup* on page 101.
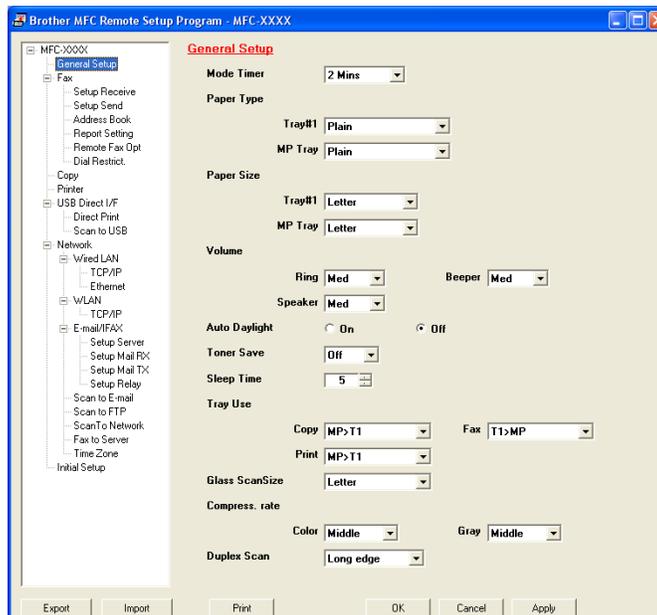
Quick-Dial
(MFC models only)

The **Quick-Dial** button lets you open the **Address Book** window in the Remote Setup Program. You can then easily register or change the Quick-Dial numbers from your PC.
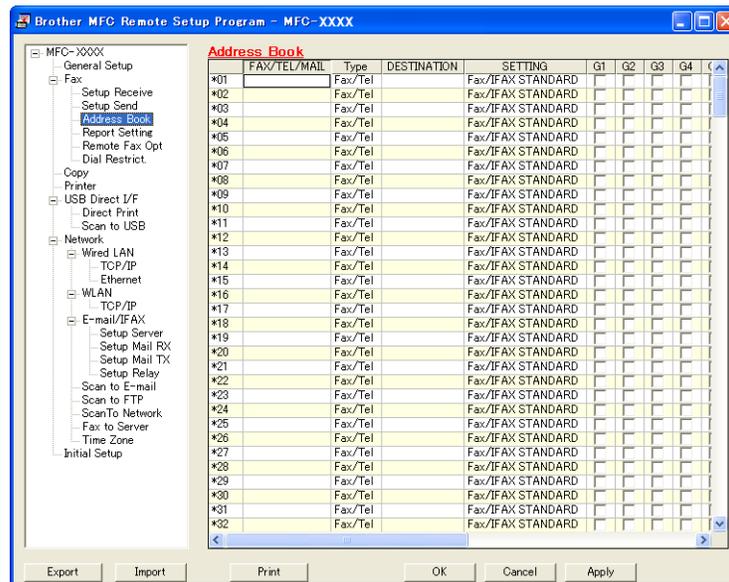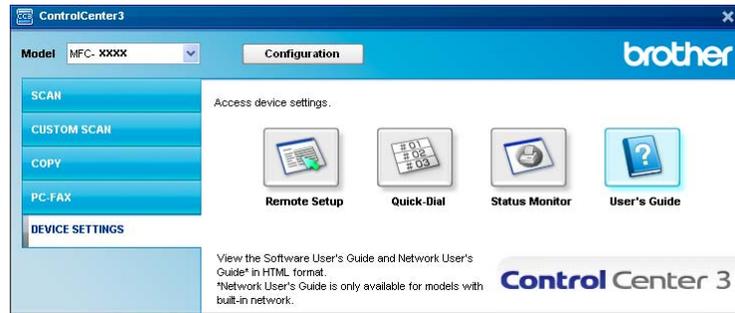
Status Monitor

The **Status Monitor** button allows you to monitor the status of one or more devices, allowing you to get immediate notification of errors such as paper empty or paper jam. (See *Status Monitor* on page 9.)
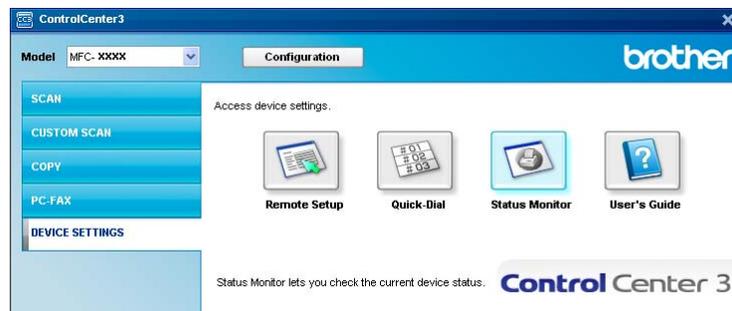
User's Guide

The **User's Guide** button lets you view the Software User's Guide and the Network User's Guide in HTML format.

4
Network Scanning
(For models with built-in network)

To use the machine as a network scanner, the machine must be configured with a TCP/IP address. You can set or change the address settings from the control panel (See *Control Panel Setup* in the *Network User's Guide*) or by using the BRAdmin Professional software. If you installed the machine following the instructions for a network user in the Quick Setup Guide then the machine should already be configured for your network.

Note

• For network scanning, a maximum of 25 clients can be connected to one machine on a network. For example, if 30 clients try to connect at a time, 5 of those clients will not be shown on the LCD.

• If your PC is protected by a firewall and is unable to network scan, you may need to configure the firewall settings to allow communication through port number 54925 and 137. (See *Before using the Brother software* on page 121.)

Before using Network Scanning

Network license

This product includes a PC license for up to 5 Users.

This license supports the installation of the MFL-Pro Software Suite including ScanSoft™ PaperPort™ 11SE on up to 5 PCs on the network.

If you want to use more than 5 PCs with ScanSoft™ PaperPort™ 11SE installed, please buy the Brother NL-5 pack which is a multiple PC license agreement pack for up to 5 additional users. To buy the NL-5 pack, contact your Brother dealer or Brother customer service.

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Configuring Network Scanning

If you are using a different machine than the one that was originally registered to your PC during the installation of MFL-Pro Suite software (see the *Quick Setup Guide*), follow the steps below.

1. (Windows® 2000) Click the **Start** button, **Settings**, **Control Panel**, then **Scanners and Cameras**.

   (Windows® XP) Click the **Start** button, **Control Panel**, **Printers and Other Hardware**, then **Scanners and Cameras** (or **Control Panel**, **Scanners and Cameras**).

   (Windows Vista®) Click the **Start** button, **Control Panel**, **Hardware and Sound**, then **Scanner and Cameras**.
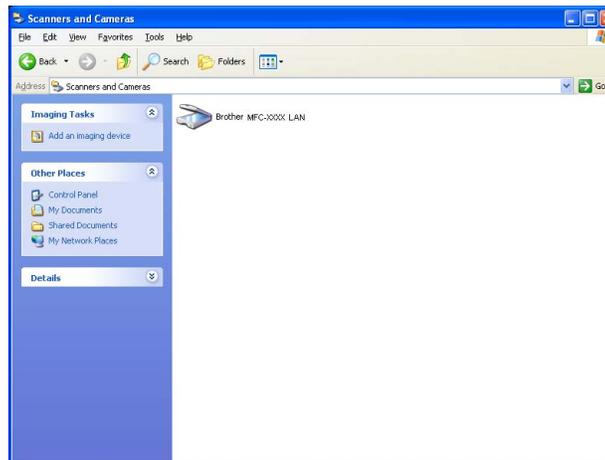

2. Do one of the following:

   ■ (Windows® 2000) Select your Brother machine from the list and click **Properties**.

   ■ (Windows® XP) Right-click the Scanner Device icon and choose **Properties**.

   The Network Scanner Properties dialog box appears.

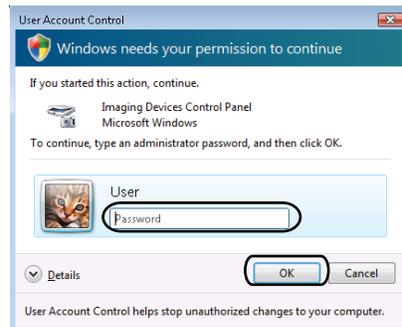   ■ (Windows Vista®) Click the **Properties** button.

Note

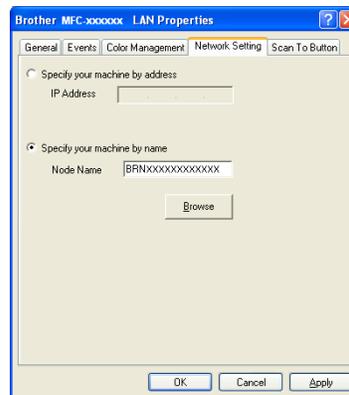(Windows Vista®) When the **User Account Control** screen appears, do the following.

- For users who have administrator rights: Click **Continue**.
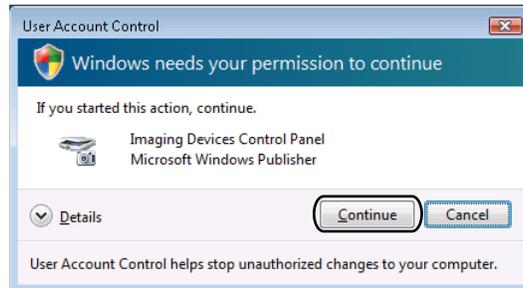
- For users who do not have administrator rights: Enter the administrator password and click **OK**.

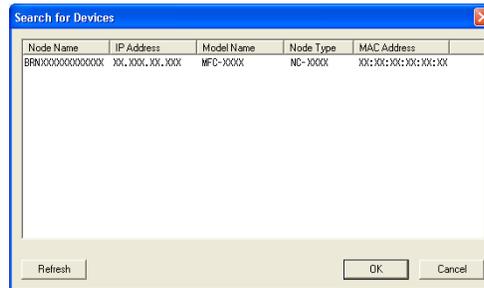③ Click the **Network Setting** tab and choose the appropriate connection method.

**Specify your machine by address**

Enter the IP address of the machine in **IP Address**, and then click **Apply**.

Specify your machine by name

1 Enter the machine node name in **Node Name**, or click **Browse** and choose the device you want to use.

2 Click **OK**.

d) Click the **Scan To Button** tab and enter your PC name in the **Display Name** field. The machine's LCD displays the name you enter. The default setting is your PC name. You can enter any name that you like (Max. 15 characters).
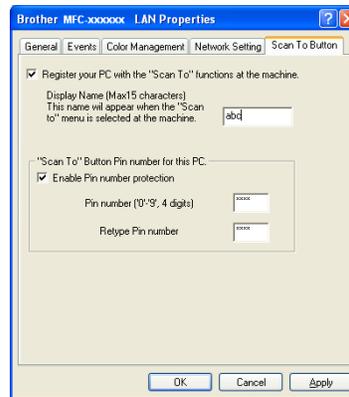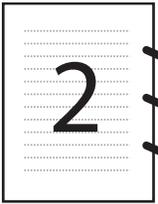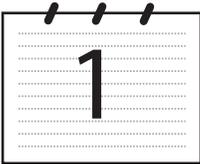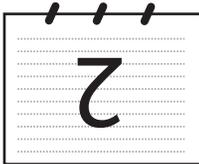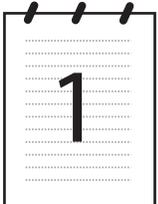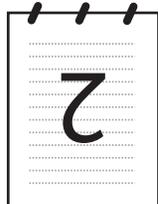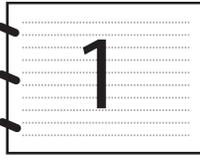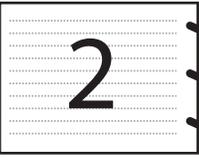

e) If you want to avoid receiving unwanted documents, enter a 4-digit PIN number in the **Pin number** and **Retype Pin number** field. To send data to a PC protected by a PIN number, the LCD prompts you to enter the PIN number before the document can be scanned and sent to the PC. (See *Using the Scan key* on page 88.)

Using the Scan key

Note

• If you want to scan a document using the duplex scanning feature, you need to put the document in the ADF and then choose `2sided (L)edge` or `2sided (S)edge` depending on your document layout.

• Choose your document layout from following table:

Portrait		Landscape			LCD Message
Front	Back	Front	Back		(L)edge (Long edge)
Front	Back	Front	Back		(S)edge (Short edge)

Document Layout Table

• Duplex scan is not supported by the DCP-8080DN and MFC-8480DN.

• Duplex scan is available from the ADF only.

• Duplex scan is not available for legal size paper.

• The XPS file format is available for Windows Vista® or when using applications which support XML Paper Specification files.

Scan to E-mail (PC)

When you choose Scan to E-mail (PC) your document will be scanned and sent directly to the PC you designated on your network. ControlCenter3 will activate the default E-mail application on the designated PC. You can scan and send a black and white or color document from the PC as an attachment.

You can change the scan configuration. (See *E-mail* on page 66.)

1 Load your document.

2 Press ▲ (**Scan**).

3 Press ▲ or ▼ to choose Scan to PC.
Press **OK**.

d Press ▲ or ▼ to choose `E-mail`.
Press **OK**.
If your machine does not support Duplex Scan, go to step f.
If your machine supports Duplex Scan, go to step e.

e Press ▲ or ▼ to choose `1sided`, `2sided (L)edge` or `2sided (S)edge`.
Press **OK**.

f Press ▲ or ▼ to choose the destination PC you want to use for E-mailing your document.
Press **OK**.
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination PC on the control panel.
Press **OK**.

g Press **Start**.
The machine starts the scanning process.

Note

If you want to change the default file size, choose your preferred rate by moving the scroll bar on the **Device Button** tab of the ControlCenter3 configuration.

Scan to E-mail (E-mail Server) (MFC-8690DW and MFC-8890DW only)

When you choose Scan to E-mail (E-mail Server) you can scan a black and white or color document and send it directly to an E-mail address from the machine. You can choose PDF, Secure PDF or TIFF for Black and White and PDF, Secure PDF, XPS or JPEG for color or gray.

Note

Scan to E-mail (E-mail Server) requires SMTP/POP3 mail server support. (See the *Network User's Guide* on the CD-ROM.)

a Load your document.

b Press |⇗| (**Scan**).

c Press ▲ or ▼ to choose `Scan to E-mail`.
Press **OK**.

d Press ▲ or ▼ to choose `1sided`, `2sided (L)edge` or `2sided (S)edge`.
Press **OK**.

e Press ▲ or ▼ to choose `Change Setting`.
Press **OK**.
If you don't have to change the quality, press ▲ or ▼ to choose `Enter Address`.
Press **OK** and then go to step i.

f Press ▲ or ▼ to choose `Color 100 dpi`, `Color 200 dpi`, `Color 300 dpi`, `Color 600 dpi`, `Gray 100 dpi`, `Gray 200 dpi`, `Gray 300 dpi`, `B&W 200 dpi` or `B&W 200x100 dpi`.
Press **OK**.
If you chose `Color 100 dpi`, `Color 200 dpi`, `Color 300 dpi`, `Color 600 dpi`, `Gray 100 dpi`, `Gray 200 dpi` or `Gray 300 dpi`, go to step **g**.
If you chose `B&W 200 dpi` or `B&W 200x100 dpi`, go to step **h**.

g Press ▲ or ▼ to choose `PDF`, `Secure PDF`, `JPEG` or `XPS`.
Press **OK** and go to step **i**.

h Press ▲ or ▼ to choose `PDF`, `Secure PDF` or `TIFF`.
Press **OK** and go to step **i**.

Note
If you choose `Secure PDF`, the machine will ask you to enter a 4 digit password using numbers 0-9 before it starts scanning.

i The LCD prompts you to enter an address. Enter the destination E-mail address from the dial pad or use the One-Touch key or Speed Dial number.
Press **Start**.
The machine will start the scanner process.

Note
• If your network supports the LDAP protocol you can search for stored E-mail addresses on your server. (See Chapter 12 in the *Network User's Guide*.)

• You can store the scan resolution (Scan Profile) for each stored E-mail address in a One-Touch or Speed-Dial number. (See *Dialling and storing numbers* in the *User's Guide*.)

Using One-Touch or Speed-Dial number

You can also scan a document directly to an address you registered in a One-Touch or Speed-Dial number. When you scan the document, the settings you registered with the One-Touch or Speed-Dial will be used for the quality and the file type. Only One-Touch or Speed Dials with an E-mail address registered can be used when you scan data using One-Touch or Speed-Dial. (I-Fax addresses are not available for use.)

a Load your document.

b Press ⊿ (**Scan**).

c Choose One-Touch or Speed-Dial number.
If your machine supports Duplex Scan and you want to scan both sides of your document, press **Duplex**.

d Press **Start**. The machine starts the scanning process.

Note
You can store the scan resolution (Scan Profile) for each stored E-mail address in a One-Touch or Speed-Dial number. (See *Dialling and storing numbers* in the *User's Guide*.)

Scan to Image

When you choose Scan to Image, your document will be scanned and sent directly to the PC you designated on your network. ControlCenter3 will activate the default graphics application on the designated PC. You can change the Scan configuration. (See *Image (example: Microsoft® Paint)* on page 63.)

1. Load your document.

2. Press ![Scan icon] (**Scan**).

3. Press ▲ or ▼ to choose Scan to PC.
   Press **OK**.

4. Press ▲ or ▼ to choose Image.
   Press **OK**.
   If your machine does not support Duplex Scan, go to step ⑥.
   If your machine supports Duplex Scan, go to step ⑤.

5. Press ▲ or ▼ to choose 1sided, 2sided (L)edge or 2sided (S)edge.
   Press **OK**.

6. Press ▲ or ▼ to choose the destination PC you want to send to.
   Press **OK**.
   If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination PC on the control panel.
   Press **OK**.

7. Press **Start**.
   The machine starts the scanning process.

Note

- If you want the scanned data in color, choose color in scan type on the **Device Button** tab of the ControlCenter3 configuration. If you want the scanned data in black and white, choose black and white in scan type on the **Device Button** tab of the ControlCenter3 configuration. (See *SCAN* on page 62.)

- If you want to change the default file size, choose your preferred rate by moving the scroll bar on the **Device Button** tab of the ControlCenter3 configuration.

Scan to OCR

When you choose Scan to OCR, your document will be scanned and sent directly to the PC you designated on your network. ControlCenter3 will activate ScanSoft™ PaperPort™ 11SE OCR and convert your document into text for viewing and editing from a word processing application on the designated PC. You can change the Scan configuration. (See *OCR (Word Processing program)* on page 65.)

a Load your document.

b Press ⏏ (**Scan**).

c Press ▲ or ▼ to choose Scan to PC.
Press **OK**.

d Press ▲ or ▼ to choose OCR.
Press **OK**.
If your machine does not support Duplex Scan, go to step f.
If your machine supports Duplex Scan, go to step e.

e Press ▲ or ▼ to choose 1sided, 2sided (L)edge or 2sided (S)edge.
Press **OK**.

f Press ▲ or ▼ to choose the destination PC you want to send to.
Press **OK**.
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination PC on the control panel.
Press **OK**.

g Press **Start**.
The machine starts the scanning process.

Note

If you want the scanned data in color, choose color in scan type on the **Device Button** tab of the ControlCenter3 configuration. If you want the scanned data in black and white, choose black and white in scan type on the **Device Button** tab of the ControlCenter3 configuration. (See *SCAN* on page 62.)

Scan to File

When you choose Scan to File, you can scan a black and white or color document and send it directly to a PC you designate on your network. The file will be saved in the folder and file format that you have configured in ControlCenter3. You can change the Scan configuration. (See *File* on page 67.)

a Load your document.

b Press ⬈ (**Scan**).

c Press ▲ or ▼ to choose Scan to PC.
Press **OK**.

d Press ▲ or ▼ to choose File.
Press **OK**.
If your machine does not support Duplex Scan, go to step ❻.
If your machine supports Duplex Scan, go to step ❺.

e Press ▲ or ▼ to choose 1sided, 2sided (L)edge or 2sided (S)edge.
Press **OK**.

f Press ▲ or ▼ to choose the destination PC you want to send to.
Press **OK**.
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination PC on the control panel.
Press **OK**.

g Press **Start**.
The machine starts the scanning process.

Note

- If you want the scanned data in color, choose color in scan type on the **Device Button** tab of the ControlCenter3 configuration. If you want the scanned data in black and white, choose black and white in scan type on the **Device Button** tab of the ControlCenter3 configuration. (See *SCAN* on page 62.)

- If you would like to change the file name of scanned documents, enter the file name in the **File Name** section on the **Device Button** tab of the ControlCenter3 configuration. To change the machine's **Scan** key settings, right-click each ControlCenter button, click **ControlCenter Configuration** and click the **Device Button** tab.

- If you want to change the default file size, choose your preferred rate by moving the scroll bar on the **Device Button** tab of the ControlCenter3 configuration.

Scan to FTP

When you choose Scan to FTP, you can scan a black and white or color document directly to an FTP server on your local network or on the internet.

The details required to use Scan to FTP can be entered by using Web Based Management to pre-configure and store the details in an FTP Profile.

Note

Scan to FTP is available when FTP profiles are configured using Web Based Management.

To use Web Based Management, type **http://xxx.xxx.xxx.xxx/** (where xxx.xxx.xxx.xxx is the IP address of your machine) into your browser, and then you can configure or change the settings in **FTP/Network Scan Profile** in **Administrator Settings**. You can configure up to ten FTP server profiles and you can choose what profile numbers (1 to 10) to use for Scan to FTP settings in **FTP/Network Scan Settings**.

Note

If you want to find the IP address of your machine, press **Menu** and choose `Print Reports`, `Network Config`, and then press **Start** to print the report the network settings.

In addition to the seven preset file names you can store two user defined file names that can be used for creating an FTP Server Profile.

Choose **FTP/Network Scan Settings** in Web Based Management. In **Create a User Defined File Name**, enter a file name in one of the two user defined fields and click **Submit**. A maximum of 15 characters can be entered in each of the user defined name fields.

Configuring the FTP Default Settings

You can set Passive Mode to OFF or ON depending on your FTP server and network firewall configuration. By default this setting is OFF. You can also change the port number used to access the FTP server. The default for this setting is port 21. In most cases these two settings can remain as default.

1. Enter the name that you want to use for the profile of the FTP server. This name will be displayed on the LCD of the machine and can be up to 15 characters.

2. The Host Address is the domain name of the FTP server. Enter the Host Address (for example ftp.example.com) (up to 64 characters) or the IP address (for example 192.23.56.189).

3. Enter the Username that has been registered with the FTP server for the machine (up to 32 characters).

4. Enter the Password for access to the FTP server (up to 16 characters).

5. Enter the destination folder where your document will be stored on the FTP server (for example /brother/abc/) (up to 60 characters).

6. Choose the file name you want to use for the scanned document. You can choose from seven preset and two user defined File Names. The file name that will be used for your document will be the file name you selected plus the last 6 digits of the flatbed/ADF scanner counter plus the file extension (For example, Estimate098765.pdf). You can also manually enter a File Name up to 15 characters.

7. Choose the scan quality from the drop-down list. You can choose **Color 100**, **Color 200**, **Color 300**, **Color 600**, **Gray 100**, **Gray 200**, **Gray 300**, **B&W 200** or **B&W 200x100**.

8. Choose the file type for the document from the drop-down list. You can choose **PDF**, **Secure PDF**, **XPS** or **JPEG** for color or gray scale documents and **PDF**, **Secure PDF** or **TIFF** for B/W documents.

Note

If you choose **Secure PDF**, the machine will ask you to enter a 4 digit password using numbers 0-9 before it starts scanning.

Scan to FTP using FTP Server Profiles

a Load your document.

b Press ⬒ (**Scan**).

c Press ▲ or ▼ to choose Scan to FTP. Press **OK**.
If your machine does not support Duplex Scan, go to step ❺.
If your machine supports Duplex Scan, go to step ❹.

d Press ▲ or ▼ to choose 1sided, 2sided (L)edge or 2sided (S)edge.
Press **OK**.

e Press ▲ or ▼ to choose one of the FTP server profiles listed. Press **OK**.

 ■ If the Scan to FTP profile is complete, you will automatically go to step ❾.

 ■ If the Scan to FTP profile is not complete, for instance, the quality or file type are not chosen, you will be prompted to enter any missing information in the following steps.

f Choose one of the options below:

 ■ Press ▲ or ▼ to choose Color 100 dpi, Color 200 dpi, Color 300 dpi, Color 600 dpi, Gray 100 dpi, Gray 200 dpi or Gray 300 dpi. Press **OK** and go to step ❼.

 ■ Press ▲ or ▼ to choose B&W 200 dpi or B&W 200x100 dpi. Press **OK** and go to step ❽.

g Press ▲ or ▼ to choose PDF, Secure PDF, JPEG or XPS.
Press **OK**, and go to step ❾.

h Press ▲ or ▼ to choose PDF, Secure PDF or TIFF. Press **OK**.

Note

If you choose Secure PDF, the machine will ask you to enter a 4 digit password using numbers 0-9 before it starts scanning.

i Do one of the following:

 ■ If you want to start scanning, press **Start** and go to step ⓬.

 ■ If you want to change the file name, go to step ❿.

j Press ▲ or ▼ to choose a file name you want to use and press **OK**. Press **Start** and go to step ⓬.

Note

If you want to change the file name manually, go to step ⓫.

k Press ▲ or ▼ to choose <Manual>. Press **OK**.
Enter the file name you want to use (up to 32 characters) and press **OK**.
Press **Start**.

l The LCD shows Connecting. When the connection to the FTP server is successful the machine starts the scanning process.

Scan to Network

When you choose Scan to Network, you can scan documents directly to a shared folder on a CIFS server located on your local network or the internet. (For more information about CIFS sever, see the *Network User's Guide*.) The Scan to Network feature supports Kerberos and NTLMv2 authentication.

The details required to use Scan to Network can be entered by using Web Based Management to pre-configure and store the details in a Scan to Network profile. The Scan to Network profile stores user information and configuration settings for use on a network, or the internet.

Note

Scan to Network is available when Scan to Network profiles are configured by using Web Based Management.

To use Web Based Management, type **http://xxx.xxx.xxx.xxx/** (where xxx.xxx.xxx.xxx is the IP address of your machine) into your browser, and then you can configure or change the settings in **FTP/Network Scan Profile** in **Administrator Settings**. You can configure up to ten Scan to Network profiles and you can choose what profile numbers (1 to 10) to use for Scan to Network settings in **FTP/Network Scan Settings**.

In addition to the seven preset file names you can store two user defined file names that can be used for creating an Scan to Network profile.

Choose **FTP/Network Scan Settings** in Web Based Management. In **Create a User Defined File Name**, enter a file name in one of the two user defined fields and click **Submit**. A maximum of 15 characters can be entered in each of the user defined name fields.

Configuring the Scan to Network Default Settings

1. Choose **Network** in **FTP/Network Scan Settings** from **FTP/Network Scan Settings** tab. Click **Submit**.

2. Choose the Profile you want to configure in the **FTP/Network Scan Profile** tab.

3. Enter the name that you want to use for the Scan to Network profile. This name will be displayed on the LCD of the machine and can be up to 15 characters.

4. The Host Address is the domain name of the CIFS server. Enter the Host Address (for example ftp.example.com) (up to 64 characters) or the IP address (for example 192.23.56.189).

5. Enter the destination folder where your document will be stored on the CIFS server (for example /brother/abc/) (up to 60 characters).

6. Choose the file name you want to use for the scanned document. You can choose from seven preset and two user defined File Names. The file name that will be used for your document will be the file name you selected plus the last 6 digits of the flatbed/ADF scanner counter plus the file extension (For example, Estimate098765.pdf). You can also manually enter a File Name up to 15 characters.

7. Choose the scan quality from the drop-down list. You can choose **Color 100**, **Color 200**, **Color 300**, **Color 600**, **Gray 100**, **Gray 200**, **Gray 300**, **B&W 200** or **B&W 200x100**.

8. Choose the file type for the document from the drop-down list. You can choose **PDF**, **Secure PDF**, **XPS** or **JPEG** for color or gray scale documents and **PDF**, **Secure PDF** or **TIFF** for B/W document.

✎ **Note**

If you choose **Secure PDF**, the machine will ask you to enter a 4 digit password using numbers 0-9 before it starts scanning.

⑨ If you want to protect the profile, check **Use PIN for authentication** and enter a 4-digit PIN number in **PIN Code**.

⑩ Choose the authentication method. You can choose Auto, Kerberos or NTLMv2.
If you choose Auto the authentication method will be detected automatically.

⑪ Enter the Username that has been registered with the CIFS server for the machine (up to 32 characters).

⑫ Enter the Password for access to the CIFS server (up to 32 characters).

⑬ If you want to set Kerberos Server Address manually, enter the Kerberos Server Address (for example /brother/abc/) (up to 60 characters).

Scan to Network using Scan to Network Profiles

① Load your document.

② Press ⤳ (**Scan**).

③ Press ▲ or ▼ to choose Scan to Network. Press **OK**.

④ Press ▲ or ▼ to choose 1sided, 2sided (L)edge or 2sided (S)edge.
Press **OK**.

⑤ Press ▲ or ▼ to choose one of the profiles listed. Press **OK**.

⑥ If you check **Use PIN for authentication** in **FTP/Network Scan Profile** of Web Based Management, the LCD will prompts you to enter a PIN number. Enter the 4-digit PIN number and then press **OK**.
  ■ If the profile is complete, you will automatically go to step ⑩.
  ■ If the profile is not complete, for instance, the quality or file type are not chosen, you will be prompted to enter any missing information in the following steps.

⑦ Choose one of the options below:
  ■ Press ▲ or ▼ to choose Color 100 dpi, Color 200 dpi, Color 300 dpi, Color 600 dpi, Gray 100 dpi, Gray 200 dpi or Gray 300 dpi. Press **OK** and go to step ⑧.
  ■ Press ▲ or ▼ to choose B&W 200 dpi or B&W 200x100 dpi. Press **OK** and go to step ⑨.

⑧ Press ▲ or ▼ to choose PDF, Secure PDF, JPEG or XPS.
Press **OK**, and go to step ⑩.

⑨ Press ▲ or ▼ to choose PDF, Secure PDF or TIFF. Press **OK**.

📝 **Note**

If you choose Secure PDF, the machine will ask you to enter a 4 digit password using numbers 0-9 before it starts scanning.

⑩ Do one of the following:
  ■ If you want to start scanning, press **Start**.
  ■ If you want to change the file name, go to step ⑪.

⑪ Press ▲ or ▼ to choose a file name you want to use and press **OK**. Press **Start**.

Note

If you want to change the file name manually, go to step ⑫.

⑫ Press ▲ or ▼ to choose <Manual>. Press **OK**.
Enter the file name you want to use (up to 32 characters) and press **OK**.
Press **Start**.

How to set a new default for the file size
(For Scan to E-mail (E-mail server), Scan to FTP and Scan to Network)

You can set your own default setting for the file size. For a higher quality scan, choose the large file size. For a smaller file size, choose the small file size.

① Press **Menu**, **1**.

② Press ▲ or ▼ to choose Document Scan. Press **OK**.

③ Press ▲ or ▼ to choose File Size. Press **OK**.

④ Press ▲ or ▼ to choose 1.Color or 2.Gray. Press **OK**.

⑤ Press ▲ or ▼ to choose Small, Middle or Large. Press **OK**.

⑥ Press **Stop/Exit**.

Note

You cannot choose the file size when you scan a document in black and white. Black and white documents will be stored in the TIFF file format and the data will not be compressed.

How to set a new default for the Duplex Scan mode
(For Scan to E-mail (E-mail server) only)

You can set your own default setting for the Duplex Scan mode. You can choose from two types of layout, long edge or short edge.

① Press **Menu**, **1**.

② Press ▲ or ▼ to choose Document Scan. Press **OK**.

③ Press ▲ or ▼ to choose Duplex Scan. Press **OK**.

④ Press ▲ or ▼ to choose Long edge or Short edge. Press **OK**.

⑤ Press **Stop/Exit**.

5

# Remote Setup (MFC models only)

Remote Setup

The Remote Setup program lets you configure many machine and network settings from a Windows® application. When you start this application, the settings on your machine will be downloaded automatically to your PC and displayed on your PC screen. If you change the settings, you can upload them directly to the machine.

Click the **Start** button, **All Programs**, **Brother**, **MFC-XXXX** (or **MFC-XXXX LAN/MFC-XXXX LPT**) and **Remote Setup**.

Note

• If your machine is connected via a Network, you have to enter your password.

• The default password is "access". You can use BRAdmin Light or Web Based Management to change this password (See the *Network Users Guide* for details).
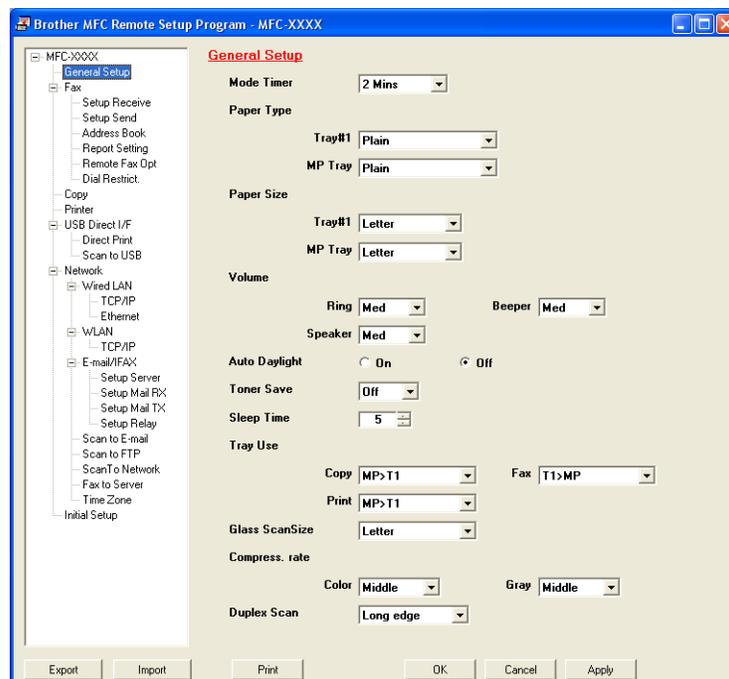
■ **OK**

Lets you start uploading data to the machine and exit the Remote Setup application. If an error message is displayed, enter the correct data again and then click **OK**.

■ **Cancel**

Lets you exit the Remote Setup application without uploading data to the machine.

■ **Apply**

Lets you upload data to the machine without exiting the Remote Setup application.

■ **Print**

Lets you print the chosen items on the machine. You cannot print the data until it is uploaded to the machine. Click **Apply** to upload the new data to the machine and then click **Print**.

■ **Export**

Lets you save the current configuration settings to a file.

■ **Import**

Lets you read the settings from a file.

Note

- You can use the **Export** button to save Quick Dial or all your settings for your machine.
- If your PC is protected by a firewall, and is unable to use **Remote Setup**, you may need to configure the firewall settings to allow communication through port number 137. (See *Firewall settings (For Network users)* on page 121.)
- If the Secure Function Lock is set to on, you cannot use **Remote Setup**.

6

Brother PC-FAX Software
(MFC models only)

PC-FAX sending

The Brother PC-FAX feature lets you to use your PC to send a document from an application as a standard fax. You can even attach a cover page. All you have to do is set up the receiving parties as members or groups in your PC-FAX Address Book or simply enter the destination address or fax number into the user interface. You can use the Address Book Search feature to quickly find members to send to.

For the latest information and updates on the Brother PC-FAX feature, visit http://solutions.brother.com/.

Note

• If you are using Windows® 2000 Professional, Windows® XP and Windows Vista® you must log on with Administrator rights.

• The PC-FAX software can only send Black & White fax documents.
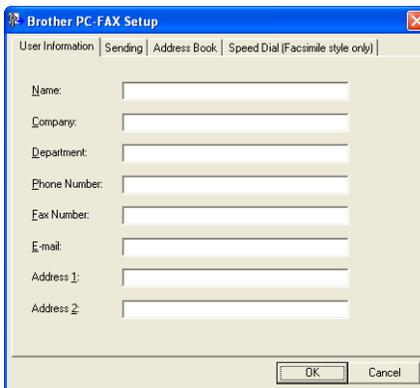
Setting up user information

Note

You can access **User Information** from the FAX Sending dialog box by clicking the [icon] icon.

(See *Sending a file as a PC-FAX using the Facsimile style user interface* on page 106.)

1. Click the **Start** button, **All Programs**, **Brother**, **MFC-XXXX** (or **MFC-XXXX LAN**/**MFC-XXXX LPT**), **PC-FAX Sending**, then **PC-FAX Setup**.
   The **Brother PC-FAX Setup** dialog box appears:

2. Enter this information to create the fax header and cover page.

Note

You must enter **Name** and **Fax Number** information to meet the Telephone Consumer Protection Act of 1991 requirements.
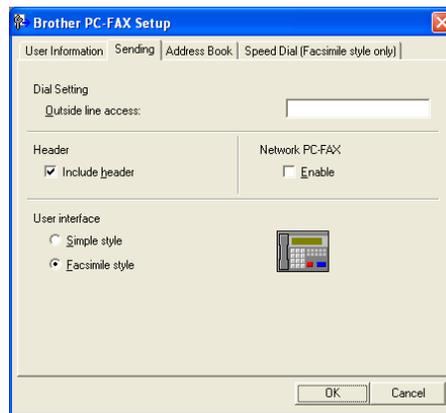
3 Click **OK** to save the **User Information**.

Note

You can set up the **User Information** separately for each Windows® account.

Sending setup

From the **Brother PC-FAX Setup** dialog box, click the **Sending** tab to display the screen below.

■ **Outside line access**

Enter a number to access an outside line here. This is sometimes required by local PBX telephone systems (for example, dialling 9 to get an outside line in your office). For PC-Fax send, this number will be applied and Dial Prefix set in the function menu will be ignored.
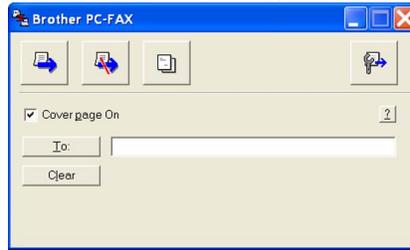
■ **Include header**

To add the header information you entered in the **User Information** tab to the top of your sent faxes, check the **Include header** box. (See *Setting up user information* on page 103.)

■ **User interface**

Choose the user interface from two choices: Simple style or Facsimile style.
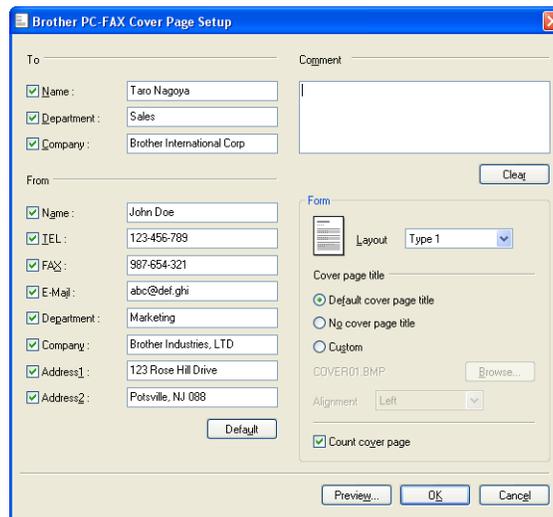
Simple style

Facsimile style

Setting up a cover page

From the PC-FAX dialog box, click the icon to access the PC-Fax Cover Page setup screen.

The **Brother PC-FAX Cover Page Setup** dialog box appears:

Entering cover page information

Note

If you are sending a fax to more than one recipient, the recipient information will not be printed on the cover page.

■ **To**

Choose the recipient information you want to add to the cover page.

■ **From**

Choose the sender information you want to add to the cover page.

■ **Comment**

Enter the comment you want to add to the cover page.

■ **Form**

Choose the cover page format you want to use.

■ **Cover page title**

If you choose **Custom**, you can put a bitmap file, such as your company logo, on the cover page.
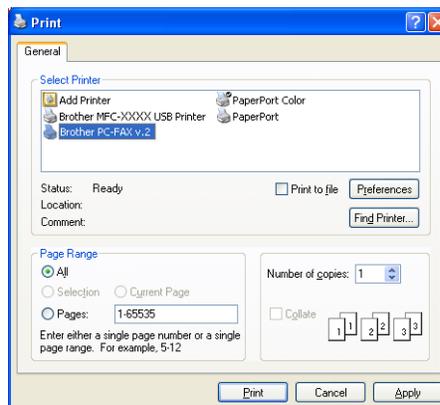
Use the browse button to choose the BMP file, and then choose the alignment style.

■ **Count cover page**

Check **Count cover page** to include the cover page in the page numbering.

Sending a file as a PC-FAX using the Facsimile style user interface

a Create a file in any application on your PC.

b Click **File**, then **Print**.
The **Print** dialog box appears:

c Choose **Brother PC-FAX v.2** as your printer, and then click **Print**.
The Facsimile style user interface appears:

Note

If the Simple style user interface appears, change the user interface selection setting. (See *Sending setup* on page 104.)

6

d Enter a fax number using any of the following methods:

■ Use the dial pad to enter the number.

■ Click any of the 10 **Speed-Dial** buttons.

■ Click the **Address Book** button, and then choose a member or group from the Address Book.

If you make a mistake, click **Clear** to delete all the entries.

e To include a cover page, click 🔆 **Cover Page On**.

Note

You can also click the cover page 📄 icon to create or edit a cover page.
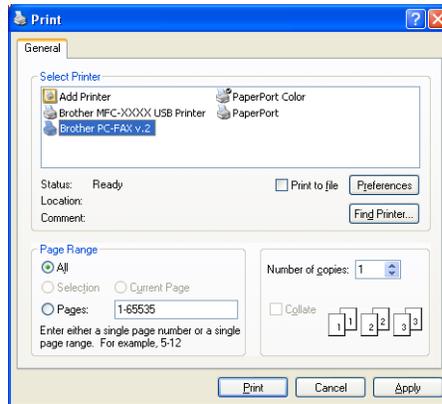
f Click **Start** to send the fax.

Note

• If you want to cancel the fax, click **Stop**.

• If you want to redial a number, click **Redial** to scroll through the last five fax numbers, choose a number, and then click **Start**.
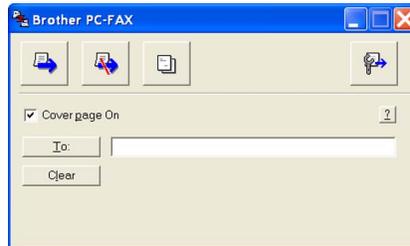
Sending a file as a PC-FAX using the Simple style user interface

a Create a file in any application on your PC.

b **Click File**, then **Print**.
The **Print** dialog box appears:

c Choose **Brother PC-FAX v.2** as your printer, and then click **Print**.
The Simple style user interface appears:

Note

If the Facsimile style user interface appears, change the user interface selection setting. (See *Sending setup* on page 104.)

d Enter the fax number using any of the following methods:

■ Enter the fax number in the **To:** field.

■ Click the **To:** button, and then choose destination fax numbers from the Address Book.

If you make a mistake, click **Clear** to delete all the entries.

e To send a cover page and note, check **Cover Page On**.

Note

You can also click the icon to create or edit a cover page.

f Click the send icon.

Note

If you want to cancel the fax, click the cancel icon.

Address Book

If Outlook® or Outlook Express is installed on your PC, you can choose in the **Address Book** tab which address book to use for PC-FAX sending. There are four types: Brother Address Book, Outlook®, Outlook Express or Windows Mail Address.

For the address book file, you must enter the path and file name of the database file which contains the address book information.

Click the **Browse** button to choose the database file.
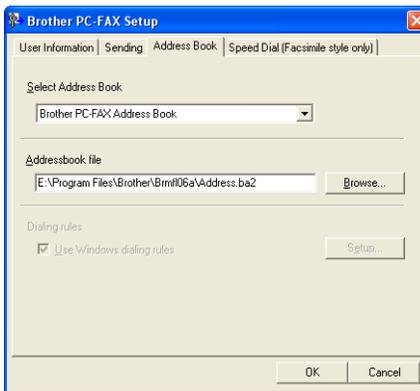
If you choose Outlook® or Outlook Express, you can use the Outlook®, Outlook Express Address Book (Windows® 2000/XP) or Windows Mail Address (Windows Vista®) by clicking the **Address Book** button in the FAX Sending dialog box.

Outlook Express Address Book
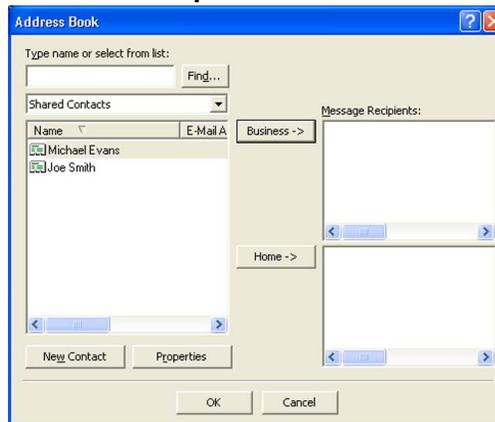
Note

To use your Outlook® Address Book, you must select Microsoft® Outlook® 2000, 2002, 2003 or 2007 as your default E-mail application.

Brother Address Book

1 Click the **Start** button, **All Programs**, **Brother**, **MFC-XXXX** or **MFC-XXXX LAN/LPT** (where XXXX is your model name), **PC-FAX sending**, then **PC-FAX Address Book**.
The **Brother Address Book** dialog box appears:
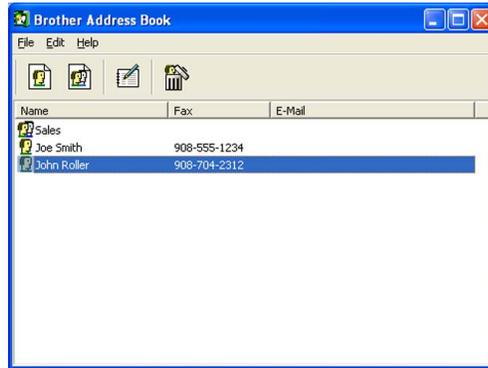
Setting up a member in the Address Book

In the **Brother Address Book** dialog box you can add, edit and delete members and groups.

1 In the Address Book dialog box, click the icon to add a member.
The **Brother Address Book Member Setup** dialog box appears:
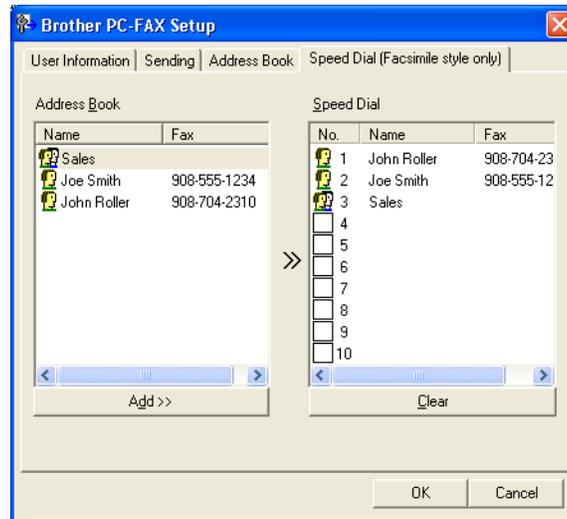

2 In the Member Setup dialog box, enter the member's information. **Name** is a required field. Click **OK** to save the information.

Speed Dial setup

From the **Brother PC-FAX Setup** dialog box, click the **Speed Dial** tab. (To use this feature, you must choose the **Facsimile style** user interface.)

You can register a member or group on each of the ten **Speed Dial** buttons.

Registering an address in a Speed Dial button

1 Click the **Speed Dial** button you want to program.

2 Click the member or group you want to store on the **Speed Dial** button.

3 Click **Add >>**.

Clearing a Speed Dial button

1 Click the **Speed Dial** button you want to clear.

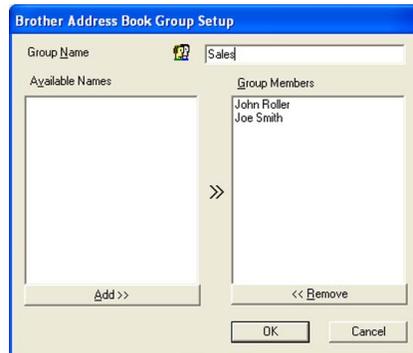**2** Click **Clear**.

Note

You can select a speed dial from the PC-FAX interface to make sending a document easier & faster.

Setting up a group for broadcasting

You can create a group to send the same PC-FAX to several recipients at one time.

a In the **Brother Address Book** dialog box, click the 🖼 icon to create a Group.
The **Brother Address Book Group Setup** dialog box appears:

b Enter the name of the new group in the **Group Name** field.

c In the **Available Names** box, choose each member to be included in the group, and then click **Add >>**. Members added to the group appear in the **Group Members** box.

d After all the members you want have been added, click **OK**.

Note

You can have up to 50 members in a group.

Editing member information

a Choose the member or group you want to edit.

b Click the edit 📝 icon.

c Change the member or group information.

d Click **OK**.

Deleting a member or group

a Choose the member or group you want to delete.

b Click the delete 🗑 icon.

c When the confirmation dialog box appears, click **OK**.

Exporting the Address Book

You can export the whole Address Book to an ASCII text file (*.csv). You can also create a vCard for an address book member that can be attached to an outgoing E-mail (A vCard is an electronic business card that contains the sender's contact information.) You can also export the Address Book as Remote Setup Dial Data that can be used by the Remote Setup application of your machine. (See *Remote Setup* on page 101.) If you are creating a vCard, you must first click on the address book member you want to create the vCard for.

Exporting Address Book entries

Note

- If you are creating a vCard, you must first choose the member.

- If you choose vCard in step ❶, **Save as type:** will be **vCard (*.vcf)**.

---

① Do one of the following:

- From the Address Book, click **File**, **Export**, then **Text**.

- From the Address Book, click **File**, **Export**, then **vCard** and go to step ❺.

- From the Address Book, click **File**, **Export**, then **Remote Setup Dial Data** and go to step ❺.

② From the **Available Items** column, choose the data fields you want to export and then click **Add >>**.
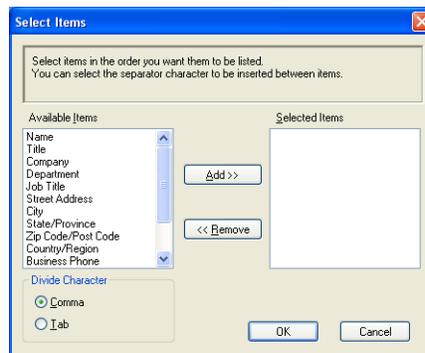
Note

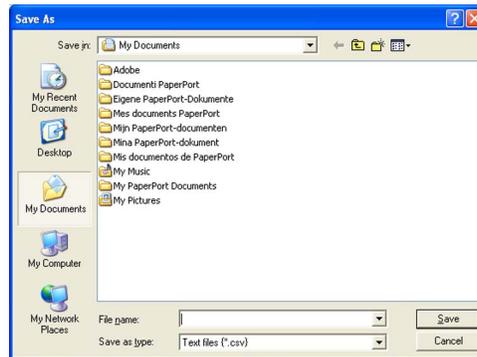Choose the items in the order you want them listed.

---

③ If you are exporting to an ASCII file, choose **Tab** or **Comma** from **Divide Character**. This chooses **Tab** or **Comma** to separate the data fields.

④ Click **OK** to save the data.

e Enter the name of the file, and then click **Save**.

Importing to the Address Book

You can import ASCII text files (*.csv), vCards (electronic business cards) or **Remote Setup Dial Data** into your Address Book.

Importing an ASCII text file

a Do one of the following:

- From the Address Book, click **File**, **Import**, then **Text**.
- From the Address Book, click **File**, **Import**, then **vCard** and go to step e.
- From the Address Book, click **File**, **Import**, then **Remote Setup Dial Data** and go to step e.
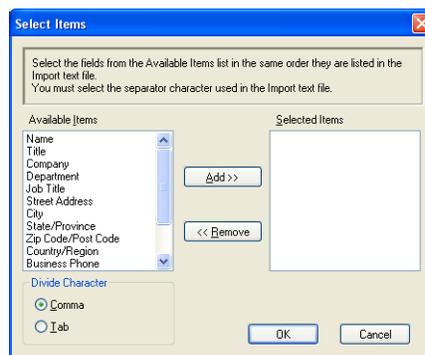
b From the **Available Items** column, choose the data fields you want to import, and click **Add >>**.

Note

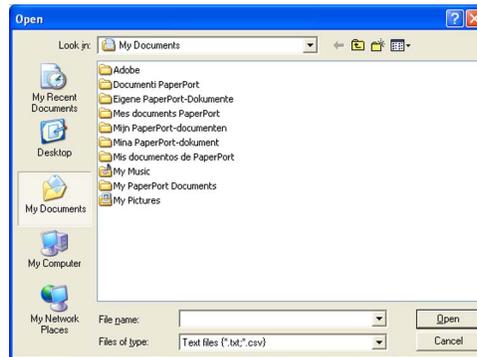From the Available Items list choose the fields in the same order they are listed in the import text file.

c Choose **Tab** or **Comma** based on the file format you are importing from **Divide Character**.

d Click **OK** to import the data.

5️⃣ Enter the name of the file, and then click **Open**.

📝 **Note**

If you chose a text file in step ❶, **Files of type**: will be **Text file (*.txt, *.csv)**.

PC-FAX receiving

Note

• The PC-FAX software can only receive Black & White fax documents.

• If your PC is protected by a firewall and is unable to use PC-FAX receive, you may need to configure the firewall settings to allow communication through port number 54926 and 137. (See *Before using the Brother software* on page 121.)

Depending on the operating system you are using, you may get a Security Alert message when you start the PC-FAX receiving feature. To enable PC-FAX receiving, you must unblock the program.

The Brother PC-FAX Receive Software lets you view and store faxes on your PC. It is automatically installed when you install the MFL-Pro Suite and works on locally or network connected machines.

When enabled, your machine will receive faxes in its memory. Once it has received the fax, it will automatically be sent to your PC.

If you turn your PC off, your machine will continue to receive and store your faxes in its memory. The machine LCD will display the number of stored faxes received, for example:

`PC Fax Msg:001`

When you switch your PC on, the PC-FAX Receive Software automatically transfers your faxes to your PC.

To enable the PC-FAX Receive Software, do the following:

■ Before you use the PC-FAX Receive function, you must choose PC-FAX Receive from the menu on the machine.

■ Run the Brother PC-FAX Receive software on your PC. (We recommend you select the Add to Startup folder check box, so that the software automatically runs and can transfer any faxes on PC startup.)

Enabling PC-FAX Receiving software on your machine

You can optionally enable the Backup Print option. When enabled, the machine will print a copy of the fax before the fax is sent to the PC or the PC is switched off.

1. Press **Menu**, **2**, **5**, **1**.

2. Press ▲ or ▼ to choose PC Fax Receive.
   Press **OK**.

3. Press ▲ or ▼ to choose <USB>, <Parallel> or your PC name if connected on a network.
   Press **OK**.

4. Press ▲ or ▼ to choose Backup Print:On or Backup Print:Off.
   Press **OK**.

5. Press **Stop/Exit**.

📝 **Note**

If you choose Backup Print:On, the machine will print the fax, so you will have a copy if there is a power failure before it is sent to the PC. The fax messages are automatically erased from your machine's memory when they have been successfully printed and sent to your PC. When Backup Print is off, your fax messages are automatically erased from your machine's memory when they have been successfully sent to your PC.

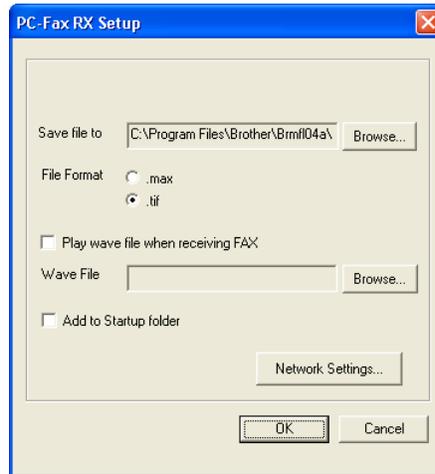## Running the PC-FAX Receiving software on your PC

Click the **Start** button, **All Programs**, **Brother**, **MFC-XXXX/MFC-XXXX LPT/MFC-XXXX LAN**, **PC-FAX Receiving** and **Receive**.

The PC-FAX icon appears in your PC tasktray.

Setting up your PC

① Right-click the PC-FAX [icon] icon on your PC tasktray, and then click **PC-Fax Rx Setup**.
   The **PC-Fax RX Setup** dialog box appears:

② In **Save file to**, click the **Browse** button if you want to change the path where PC-FAX files are saved.

③ In **File Format**, choose **.tif** or **.max** as the received document format. The default format is **.tif**.

④ To play wave files (.wav sound files) when receiving a fax, check **Play wave file when receiving FAX**, and enter the path of the wave file.

⑤ To automatically start the PC-FAX receiving software when you start Windows®, check **Add to Startup folder**.

⑥ If you want to use the PC-FAX Receiving software, see *Configuring the Network PC-FAX Receiving Settings* on page 119.

Configuring the Network PC-FAX Receiving Settings

The settings to send received faxes to your computer were automatically configured during the installation of MFL-Pro Suite (See the *Quick Setup Guide*).

If you are using a different machine than the one that was registered to your PC during the installation of the MFL-Pro Suite software, follow the steps below.

a In the **PC-Fax Rx Setup** dialogue box, click the **Network Settings** button. The **Network Settings** dialog box appears.

b You must specify the IP address or Node name of your machine.
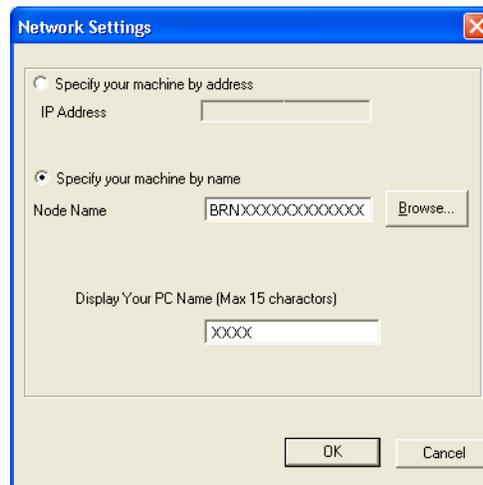
Specify your machine by address

Enter the IP address of the machine in **IP Address**.

Specify your machine by name

Enter the machine node name in **Node Name**, or click the **Browse** button and choose the correct Brother machine you want to use from the list.
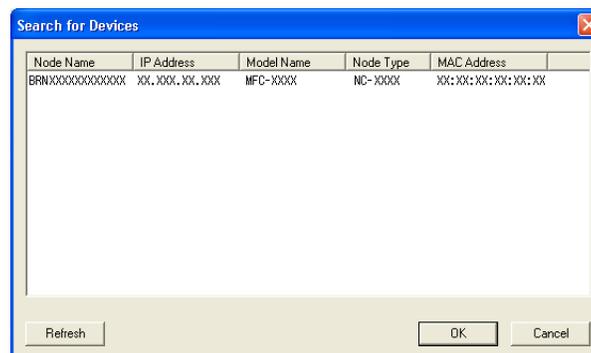
Specify your PC name

You can specify the PC name that will appear on the display of the machine. To change the name, enter the new name in **Display Your PC Name**.

6

Viewing new PC-FAX messages

Each time your PC is receiving a PC-FAX, the icon will alternate between and . Once the fax has been received, the icon will change to . The icon will change to once the received fax has been viewed.

1. Double-click to run PaperPort™.

2. Open the Fax Received folder.

3. Double-click any new faxes to open and view them.

Note

The subject of your unread PC message will be based on the date and time that the messages were received until you assign a file name. For example 'Fax 2-20-2006 16;40;21.tif'.

7 Firewall settings (For Network users)

Before using the Brother software

Firewall settings on your PC may reject the necessary network connection for network printing, network scanning and PC Fax. If you are using the Windows® Firewall and you installed MFL-Pro Suite from the CD-ROM, the necessary Firewall settings have already been made. If you did not install from the CD-ROM follow the instructions below to configure your Windows Firewall. If you are using any other personal Firewall software, see the *User's Guide* for your software or contact the software manufacturer.

UDP Port number information for Firewall configuration

UDP Port	Network Scanning	Network PC-Fax	Network Scanning and Network PC-Fax [1]
External Port number	54925	54926	137
Internal Port number	54925	54926	137

[1] Add Port number 137 if you still have trouble with your network connection after you added port 54925 and 54926. Port number 137 also supports printing and Remote Setup over the network.

Windows® XP SP2

① Click the **Start** button, **Control Panel**, **Network and Internet Connection** and then **Windows Firewall**. Make sure that **Windows Firewall** on the **General** tab is set to **On**.

② Click the **Advanced** tab and **Settings...** button of Network Connection Settings.

③ Click the **Add** button.

④ Add port **54925** for network scanning by entering 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 selected.

6 Click **OK**.
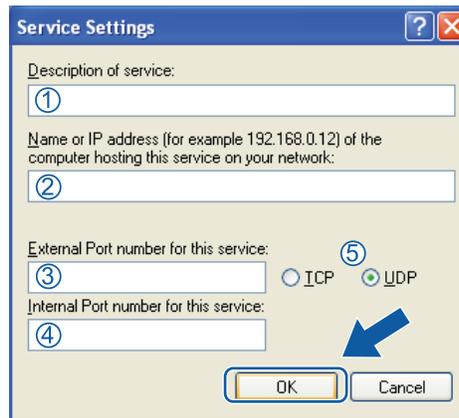
e Click the **Add** button.

f Add port **54926** for Network PC-Fax by entering 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 selected.

6 Click **OK**.

g If you still have trouble with your network connection, click the **Add** button.

h Add port **137** for network scanning, network printing and Network PC-Fax receiving by entering the information below:

1 In **Description of service:** Enter any description, for example "Brother Network Print".

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 selected.

6 Click **OK**.

i Make sure that the new setting is added and is checked, and then click **OK**.

Windows Vista®

1 Click the **Start** button, **Control Panel**, **Network and Internet**, **Windows Firewall** and click **Change settings**.

2 When the **User Account Control** screen appears, do the following.
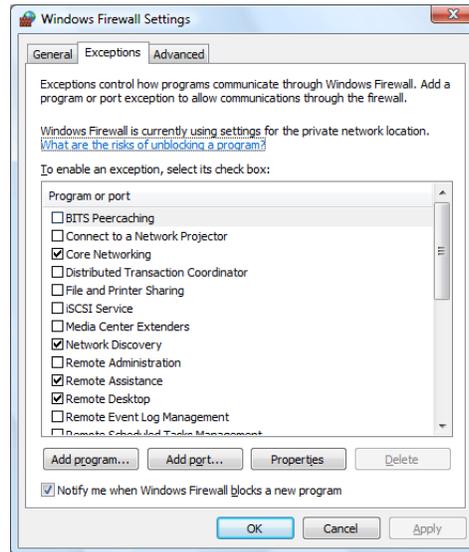   - For users who have administrator rights: Click **Continue**.
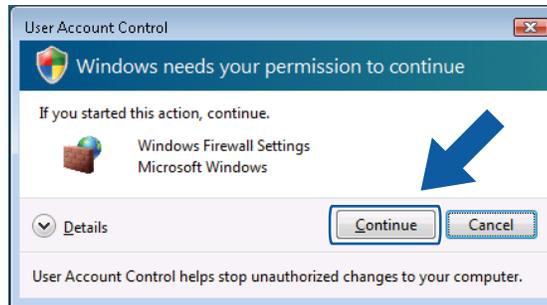
   - For users who do not have administrator rights: Enter the administrator password and click **OK**.
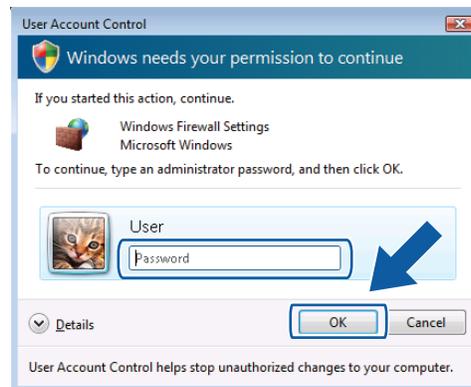
3 Make sure that **Windows Firewall** on the **General** tab is set to On.

④ Click the **Exceptions** tab.

⑤ Click the **Add port...** button.

⑥ 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 selected.

Then, click **OK**.
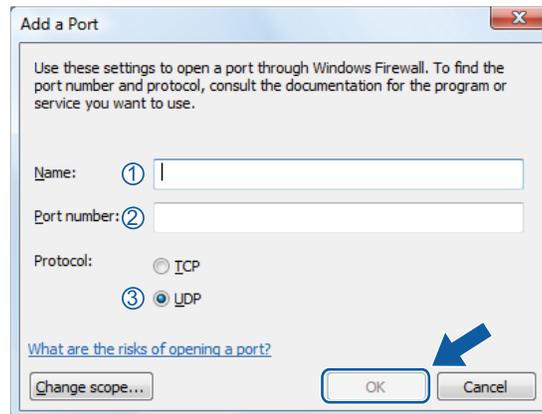
⑦ Click the **Add port...** button.

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 selected.

Then, click **OK**.

9 Make sure that the new setting is added and is checked, and then click **OK**.

10 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 **OK**.
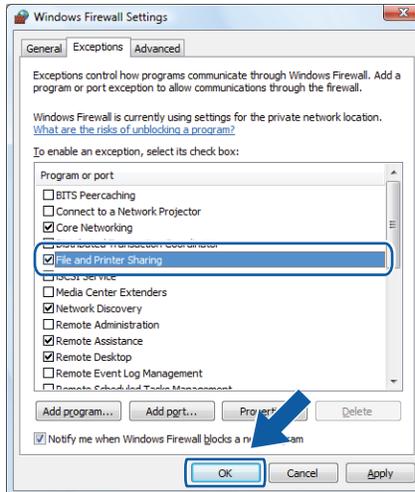
Section II

Apple Macintosh

8

Printing and Faxing

Note

The screens are from Mac OS X 10.4.x. Screens on your Macintosh may vary depending on your operating system.

Printer operation keys

Job Cancel

To cancel the current print job, press **Job Cancel**. You can clear the data that is left in the memory by pressing **Job Cancel**. To cancel multiple print jobs, hold down this key until the LCD shows `Job Cancel (All)`.

Secure Key

Secured data is password protected. Only those people who know the password will be able to print the secured data. The machine will not print secure data until the password is entered. After the document is printed, the data will be cleared from the memory. To use this function, you need to set your password in the printer driver dialog box. If you turn the power switch Off, the secured data saved in memory will be cleared.

1. Press **Secure/Direct**.

Note

If the LCD displays `No Data Stored`, there is no secured data in the memory.

2. Press ▲ or ▼ to choose the user name. Press **OK**. The LCD displays the secured jobs list for that name.

3. Press ▲ or ▼ to choose the job. Press **OK**.

4. Enter your four-digit password and press **OK**.

5. To print the data, press ▲ or ▼ to choose `Print`, press **OK** and then enter the number of copies you want. Press **OK**.
   The machine prints the data.
   To delete the secured data, press ▲ or ▼ to choose `Delete`. Press **OK**.

Note

• Make sure there are no USB Flash memory drive inserted.
• After you print the secured data, it will be cleared from memory.

Printer Emulation Support

Your machine will receive print commands in a printer job language or emulation. Different operating systems and applications will send the print commands in different languages. Your machine can receive print commands in a variety of emulations and has an automatic emulation selection feature. When the machine receives data from the computer, it automatically chooses the emulation mode. The default setting is Auto.

Your machine has the following emulation modes. You can change the setting by using the control panel or a web browser.

■ HP LaserJet Mode

The HP LaserJet mode (or HP mode) is the emulation mode in which this printer supports the PCL6 language of a Hewlett-Packard LaserJet laser printer. Many applications support this type of laser printer. Using this mode will allow your printer to run at its best with those applications.

■ BR-Script 3 Mode

BR-Script is an original Brother page description language and a PostScript® language emulation interpreter. This printer supports PostScript®3™. The BR-Script interpreter of this printer allows you to control text and graphics on the page.

For technical information about PostScript® commands, see the following manuals:

- Adobe Systems Incorporated. PostScript® Language Reference, 3rd edition. Addison-Wesley Professional, 1999. ISBN: 0-201-37922-8

- Adobe Systems Incorporated. PostScript® Language Program Design. Addison-Wesley Professional, 1988. ISBN: 0-201-14396-8

- Adobe Systems Incorporated. PostScript® Language Tutorial and Cookbook. Addison-Wesley Professional, 1985. ISBN: 0-201-10179-3

■ EPSON FX-850 and IBM Proprinter XL Mode

The EPSON FX-850 and IBM Proprinter XL modes are the emulation modes that this printer supports to meet the industry-standard for dot matrix printers. Some applications support these dot matrix printer emulations. Use these emulation modes so your printer will work well when printing from those types of applications.

Setting the Emulation mode

1. For MFC models, press **Menu**, **4**, **1**.
   For DCP models, press **Menu**, **3**, **1**.

2. Press ▲ or ▼ to choose `Auto(EPSON)`, `Auto(IBM)`, `HP LaserJet` or `BR-Script 3`, `Epson FX-850` or `IBM Proprinter`. Press **OK**.

3. Press **Stop/Exit**.

> **Note**
>
> We recommend that you set the emulation setting with your application software or network server. If the setting does not work properly, choose the required emulation mode manually using the control panel buttons of the machine.

Printing the Internal Font List

You can print a list of the machine's internal (or resident) fonts to see how each font looks before you choose it.

1 For MFC models, press **Menu**, **4**, **2**, **1**.
For DCP models, press **Menu**, **3**, **2**, **1**.

2 Press ▲ or ▼ to choose `1.HP LaserJet` or `2.BR-Script 3`. Press **OK**.

3 Press **Start**. The machine prints the list.

4 Press **Stop/Exit**.

Printing the Print Configuration List

You can print a list of current printer settings.

1 For MFC models, press **Menu**, **4**, **2**, **2**.
For DCP models, press **Menu**, **3**, **2**, **2**.

2 Press **Start**. The machine prints the settings.

3 Press **Stop/Exit**.

Test Print

If you are having problems with print quality, you can do a test print.

1 For MFC models, press **Menu**, **4**, **2**, **3**.
For DCP models, press **Menu**, **3**, **2**, **3**.

2 Press **Start**.

3 Press **Stop/Exit**.

Note

If the problem appears on the printout, see *Improving the print quality* in the *User's Guide*.

Duplex

You can choose whether you want to automatically print on both sides of the paper. The setting in the printer driver will take priority over the setting made on the control panel.

1 For MFC models, press **Menu**, **4**, **3**.
For DCP models, press **Menu**, **3**, **3**.

2 Press ▲ or ▼ to choose `Off`, `On(Long Edge)` or `On(Short Edge)`. Press **OK**.

3 Press **Stop/Exit**.

Restoring default printer settings

You can return the machine's printer settings to the default settings.

1 For MFC models, press **Menu**, **4**, **4**.
For DCP models, press **Menu**, **3**, **4**.

2 To restore the default settings, press ▲ or ▼ to choose `1.Reset`. Press **OK**.
To exit without making a change press ▲ or ▼ to, choose `2.Exit`. Press **OK**.

3 Press **Stop/Exit**.

8

Status Monitor

The **Status Monitor** utility is a configurable software tool for monitoring the status of the machine, letting you see error messages such as paper empty or paper jam at pre-set update intervals. You can also access the web based management. Before you can use the tool you must choose your machine in the **Model** pop-up menu in ControlCenter2.You can check the device status by clicking the Status Monitor icon in the **DEVICE SETTINGS** tab of ControlCenter2 or by choosing Brother Status Monitor located in **Macintosh HD**/**Library**/**Printers**/**Brother**/**Utilities**.

Updating the machine's status

If you want the latest machine status while the **Status Monitor** window is open, click the ![icon] icon. You can set what interval the software will update the machine status information. Go to the menu bar, **Brother Status Monitor** and choose **Preferences**.
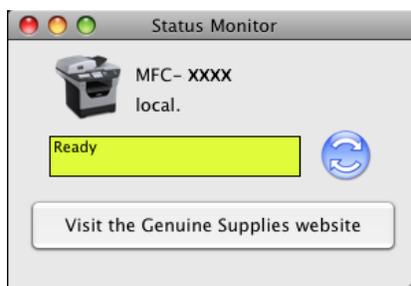
Hiding or showing the window

After starting the **Status Monitor**, you can hide or show the window. To hide the window, go to the menu bar, **Brother Status Monitor** and choose **Hide Brother Status Monitor**. To show the window, click the **Status Monitor** icon in the dock or click the **Status Monitor** in the **DEVICE SETTINGS** tab of ControlCenter2.
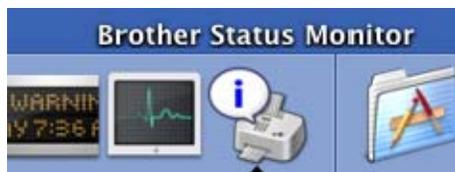
Quitting the window

Click **Brother Status Monitor** in the menu bar and then choose **Quit Brother Status Monitor** from the pop-up menu.

Web Based Management (Network Connection Only)

You can access the Web Based Management System by clicking the machine icon on the **Status Monitor** screen. A standard Web Browser can be used to manage your machine using HTTP (Hyper Text Transfer Protocol). For more information on the Web Based Management System, see *Web Based Management* in the *Network User's Guide*.

Features in the printer driver (Macintosh)

This printer supports Mac OS X 10.3.9 or greater

Note

• For the latest Mac OS X drivers please visit http://solutions.brother.com/.

• The screens in this section are from Mac OS X 10.5. The screens on your Macintosh will vary depending on your operating system version.
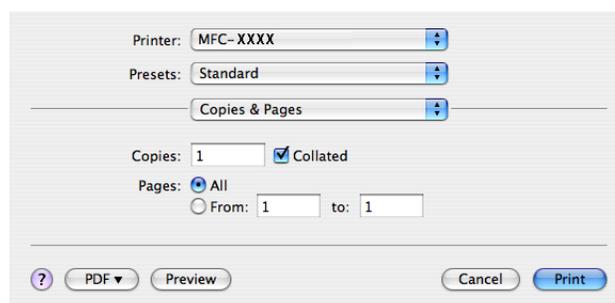
Choosing page setup options

You can set the **Paper Size**, **Orientation** and **Scale**.

① From an application such as Apple TextEdit, click **File**, then **Page Setup**. Make sure **MFC-XXXX** (or **DCP-XXXX**) (where XXXX is your model name.) is chosen in the **Format for** pop-up menu. You can change the settings for **Paper Size**, **Orientation** and **Scale**, then click **OK**.
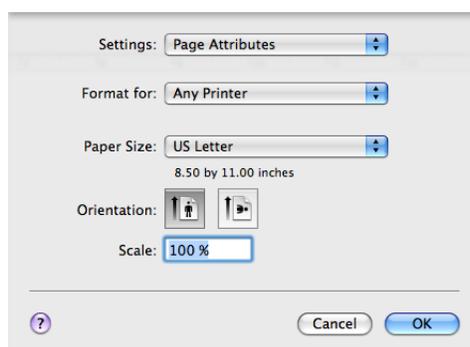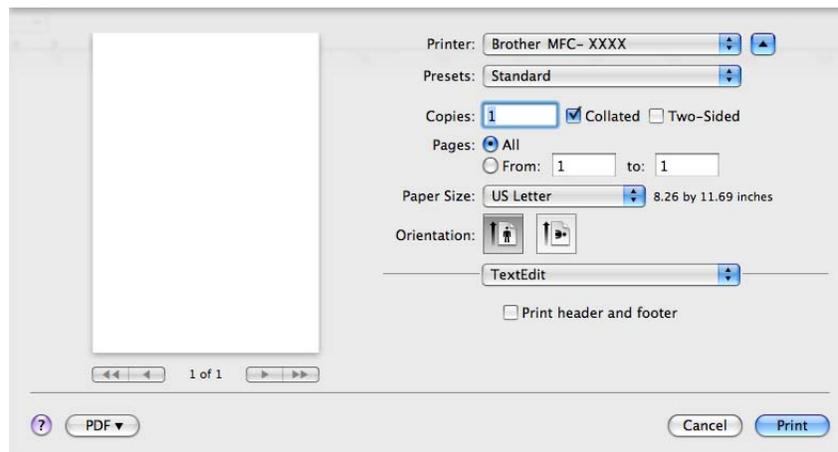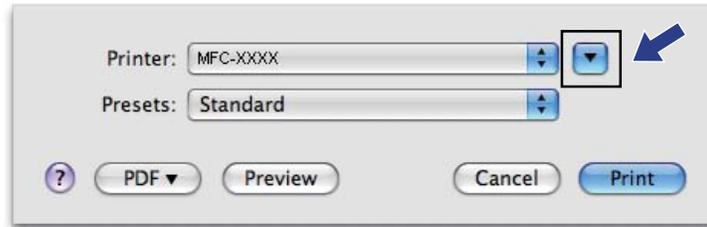
② From an application such as Apple TextEdit, click **File**, then **Print** to start printing.

■ (Mac OS X 10.3.9 to 10.4.x)
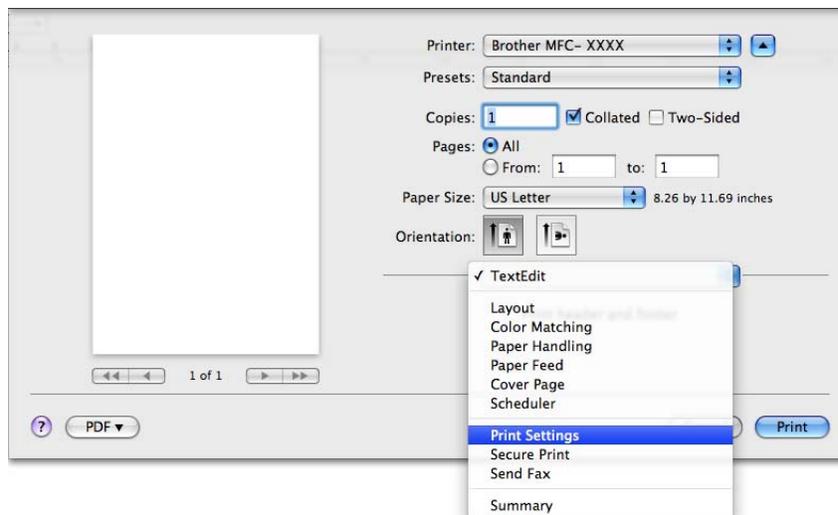
■ **(Mac OS X 10.5.x)**

For more page setup options, click the disclosure triangle beside the **Printer** pop-up menu.
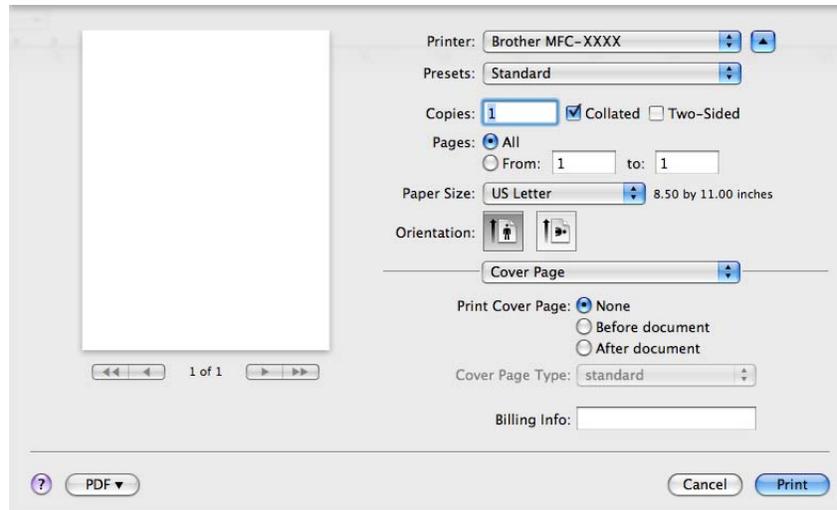

Choosing printing options

To control special printing features, choose **Print Settings** from the Print dialog box.

Cover Page (Mac OS X 10.4.x or greater)

You can make the following cover page settings:

■ **Print Cover Page**

If you want to add a cover page to your document, use this function.

■ **Cover Page Type**

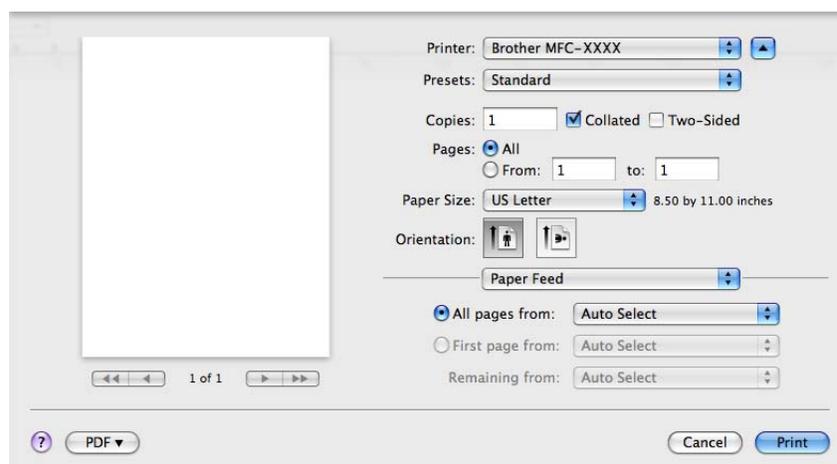Choose a template for the cover page.

■ **Billing Info**

If you want to add the billing information to the cover page, enter text in the **Billing Info** box.
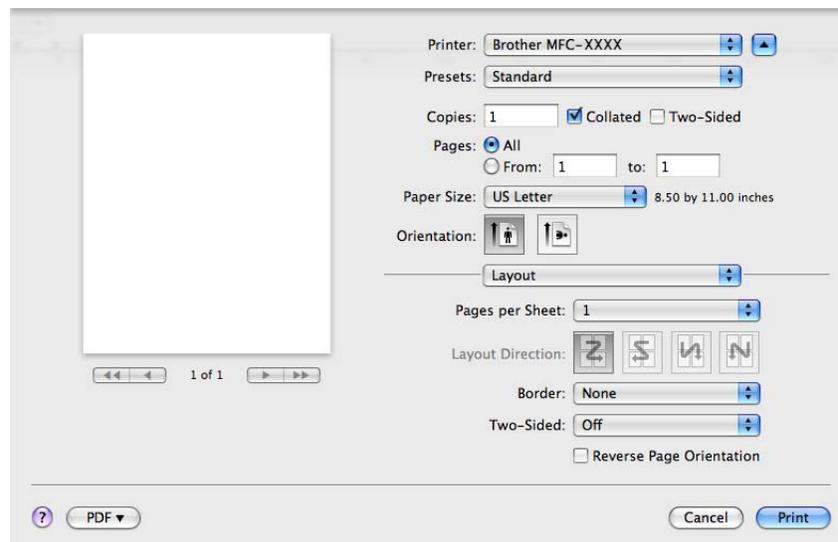
Paper Feed

You can choose **Auto Select**, **Tray1**, **Tray2** [1], **MP Tray** or **Manual**, and specify separate trays for printing the first page and for printing from the second page onwards.

[1] Available if the optional tray is installed.

Layout

■ **Pages per Sheet**

Choose how many pages will appear on each side of the paper.

■ **Layout Direction**

When you specify the pages per sheet, you can also specify the direction of the layout.

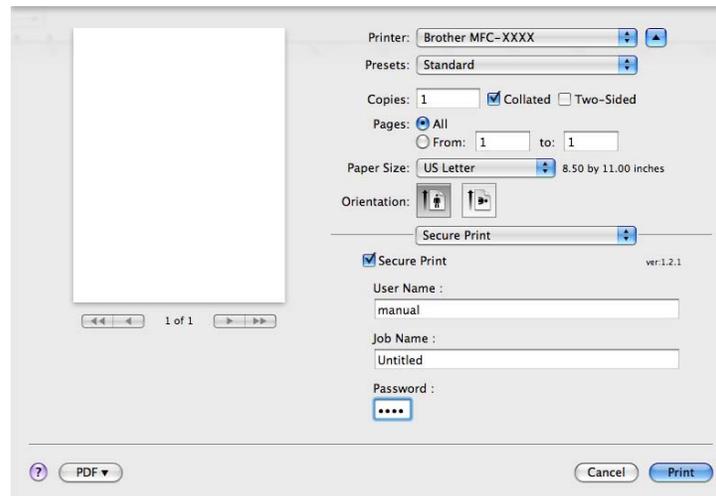■ **Border**

If you want to add a border, use this function.

■ **Two-sided**

See *Duplex Printing* on page 140.

■ **Reverse Page Orientation** (Mac OS X 10.5.x)

Check **Reverse Page Orientation** to reverse the data from up to down.

Secure Print

■ **Secure Print**:

Secure documents are documents that are password protected when they are sent to the machine. Only the people who know the password will be able to print them. Since the documents are secured at the machine, you must enter the password using the control panel of the machine to print them.

To send a secured document:

❶ Check **Secure Print**.

❷ Enter your password, user name and job name and click **Print**.

❸ You must print the secured document from the control panel of the machine. (See *Secure Key* on page 127.)

To delete a secured document: You need to use the control panel of the machine to delete a secured document. (See *Secure Key* on page 127.)

Print Settings

You can change settings by choosing a setting in the **Print Settings** list:

Basic tab
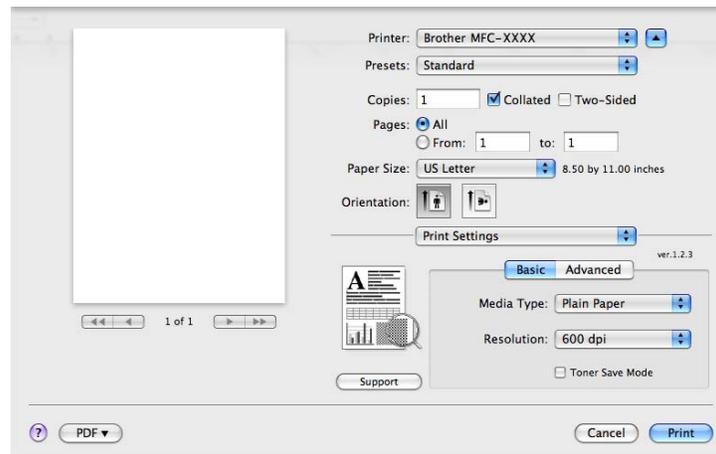
■ **Media Type**

You can change the media type to one of the following:

- • **Plain Paper**
- • **Thin Paper**
- • **Thick Paper**
- • **Thicker Paper**
- • **Bond Paper**
- • **Transparencies**
- • **Envelopes**
- • **Env. Thick**
- • **Env. Thin**
- • **Recycled Paper**

■ **Resolution**

You can change the resolution as follows:

- • **300 dpi**
- • **600 dpi**
- • **HQ 1200**
- • **1200 dpi**

■ **Toner Save Mode**

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

Note

• We do not recommend **Toner Save Mode** for printing photo or gray scale images.

• **Toner Save Mode** is not available for **1200 dpi** or **HQ 1200** resolution.


■ **Reverse Print** (Mac OS X 10.3.9 to 10.4.x)

Check **Reverse Print** to reverse the data from up to down.

■ **Support**

You can visit the Brother Solutions Center (http://solutions.brother.com/) and our web site for original/genuine Brother supplies by clicking the **Support** button.

The Brother Solutions Center is a web site offering information about your Brother product including FAQs (Frequently Asked Questions), User's Guides, driver updates and tips for using your printer.

Advanced tab
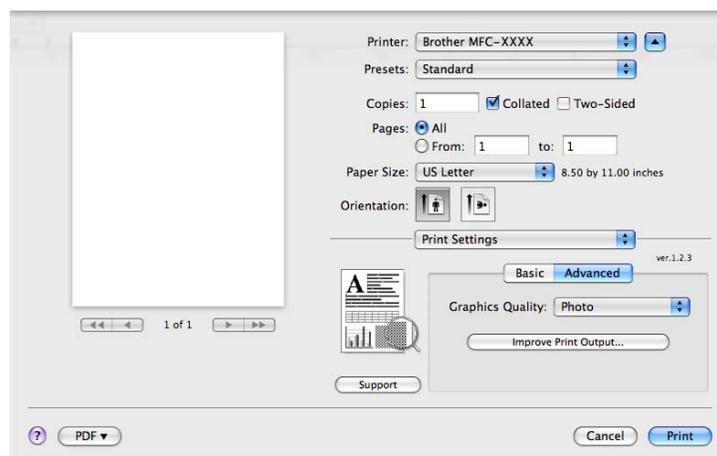
■ **Graphics Quality**

You can change the print quality as follows:

• **Photo**

This is a photograph mode (gradation priority). Choose this setting for printing photographs that have continuous gradation. You can represent soft contrasts between various shades of gray.

• **Graphics**

This is a graphics mode (contrast priority). Choose this setting for printing text and figures, such as business and presentation documents. You can represent sharp contrasts between shaded areas.

• **Chart/Graph**

This is the best dither pattern for business documents such as presentations, that include words, graphs or charts. It is particularly suitable for solid colors.

• **Text**

This is the best mode for printing text documents.

■ **Improve Print Output**

This feature allows you to improve a print quality problem.

• **Reduce Paper Curl**

If you choose this setting, the paper curl may be reduced.

If you are printing only a few pages, you do not need to choose this setting. Change the printer driver setting in **Media Type** to a thin setting.
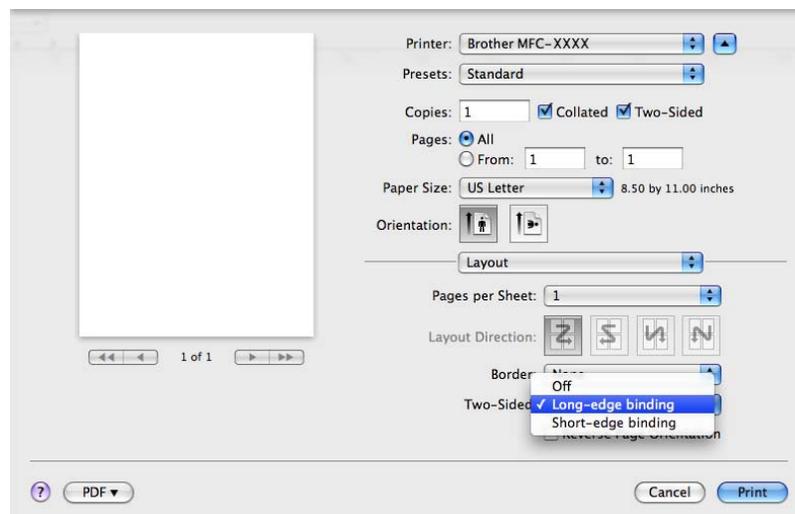
• **Improve Toner Fixing**

If you choose this setting, the toner fixing on paper may be improved. If this selection does not improve the situation enough, select **Thicker Paper** in **Media Type** settings.

Duplex Printing

■ **Use duplex unit**

Select **Layout**.

Choose **Long-edge binding** or **Short-edge binding** in **Two-Sided**.

8

■ **Manual duplex**

Select **Paper Handling**.

- (Mac OS X 10.3.9 to 10.4.x)

Choose **Even numbered pages** and print, and then choose **Odd numbered pages** and print.

- (Mac OS X 10.5.x)

Choose **Even Only** and print, and then choose **Odd Only** and print.

Status Monitor

This reports the printer status (any errors that may happen with the printer) when printing. If you would like to turn the status monitor on, run the **Status Monitor** (from the **Macintosh HD** (Startup Disk), choose **Library**, **Printers**, **Brother**, **Utilities**).

Removing the Printer driver for Macintosh

(Mac OS X 10.3.9 to 10.4.x)

1 (USB cable users) If you are using a USB cable, disconnect it from your machine.
(Network users) Go to step **2**.

2 Restart the Macintosh.

3 Log in as an 'Administrator'.

4 Run the **Printer Setup Utility** (from the **Go** menu, choose **Applications**, **Utilities**), then choose the printer you want to remove and remove it by clicking the **Delete** button.

5 Restart the Macintosh.

(Mac OS X 10.5.x)

1 (USB cable users) If you are using a USB cable, disconnect it from your machine.
 (Network users) Go to step **2**.

2 Restart the Macintosh.

3 Log in as an 'Administrator'.

4 Choose **System Preferences** from the **Apple** menu.

5 Click the **Print & Fax** icon.

6 Choose the printer you want to remove and click **-** button which is located below the **Printers** section.
When the confirmation dialog appears, click **OK**.

7 Choose **Quit System Preferences** from the **System Preferences** menu.

8 Restart the Macintosh.

Using the BR-Script3 Driver
(Post Script® 3™ language emulation printer driver)

Note

- To use the BR-Script3 printer driver, you need to set the `Emulation` to `BR-Script 3` by using the control panel before connecting the interface cable. (See *Printer Emulation Support* on page 128.)

- The BR-Script3 printer driver does not support the PC-Fax Sending.

- For network users, see the *Network User's Guide* for installation steps.

You need to install the BR-Script3 printer driver using the following instructions.

Note

If you use a USB cable and Mac OS, only one printer driver for a machine can be registered in **Printer Setup Utility** (Mac OS X 10.3.9 to 10.4.x) or **Print & Fax** in **System Preferences** (Mac OS X 10.5.x). If a Brother Laser driver is already listed in the Printer list, you will need to remove it and then install the BR-Script3 printer driver. For the information about removing the printer driver, see *Removing the Printer driver for Macintosh* on page 142.

■ (Mac OS X 10.3.9 to 10.4.x)

1. Choose **Applications** from the **Go** menu.
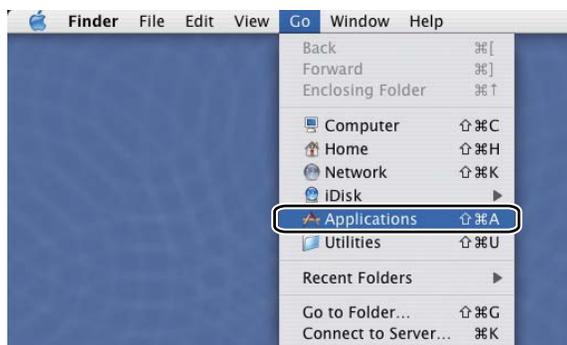
2. Open the **Utilities** folder.

c Open the **Printer Setup Utility** icon.

d Click **Add**.

(Mac OS X 10.3.9) Go to step e.
(Mac OS X 10.4.x) Go to step f.

e Choose **USB**.

8
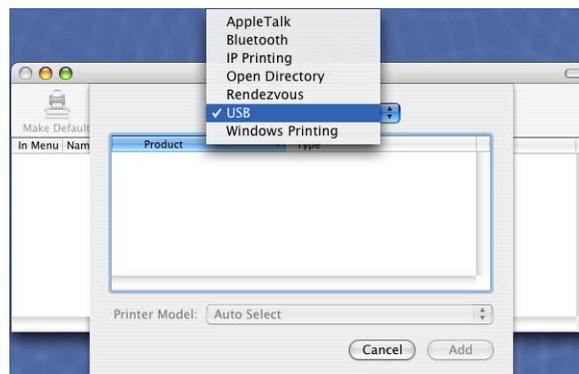
f Choose the model name and make sure that **Brother** in **Printer Model** (**Print Using**) and the model name which shows BR-Script in **Model Name** (**Model**) are selected, and then click **Add**.
(Mac OS X 10.3.9)
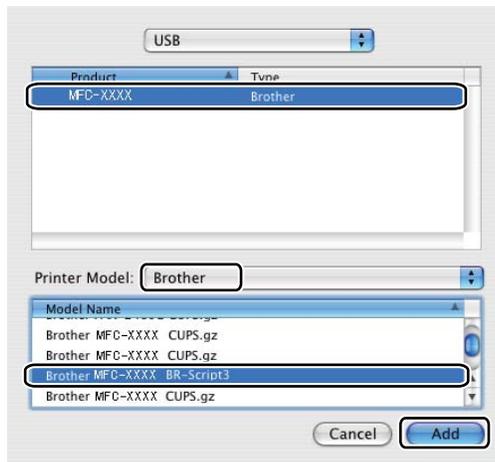
(Mac OS X 10.4.x)
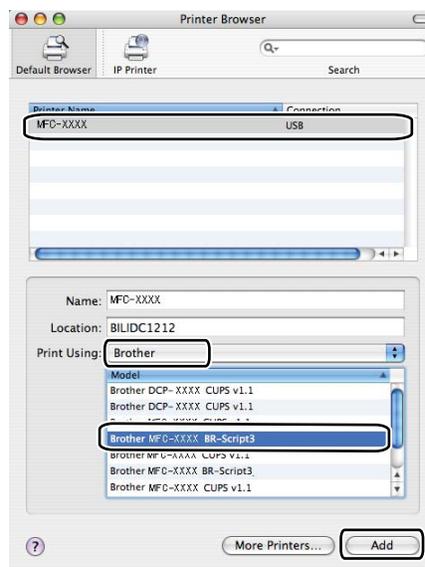
g Choose **Quit Printer Setup Utility** from the **Printer Setup Utility** menu.
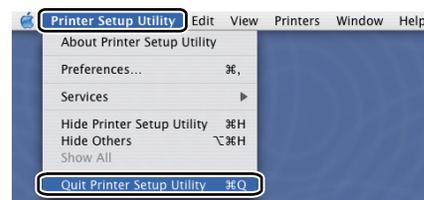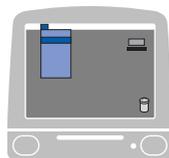
■ (Mac OS X 10.5.x)

a Choose **System Preferences** from the **Apple** menu.
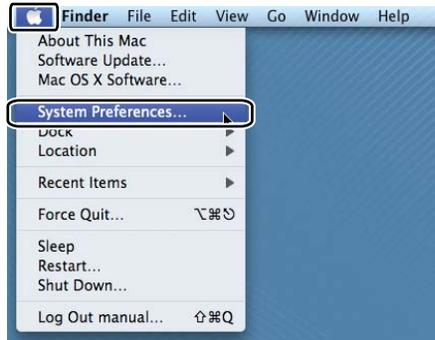
b Click the **Print & Fax** icon.

c Click the **+** button which is located below the **Printers** section.
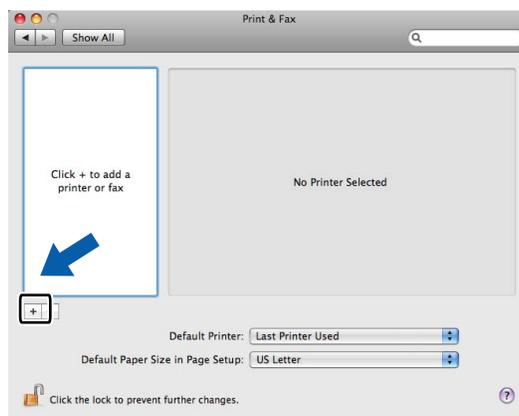
d Click the **Default** icon which is located at the top of the dialog box.
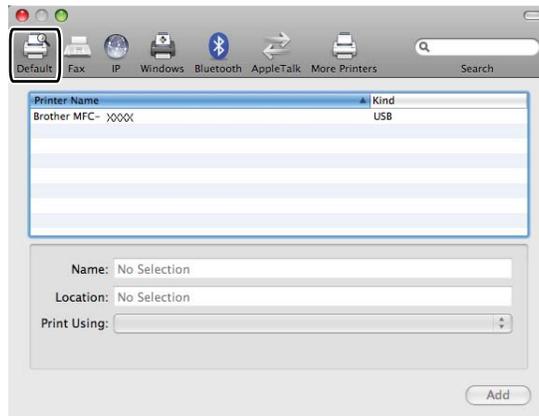
e Choose your machine from the **Printer Name** list and **Select a driver to use...** in **Print Using**.

f Choose the model name which shows BR-Script in **Print Using**, and then click **Add**.
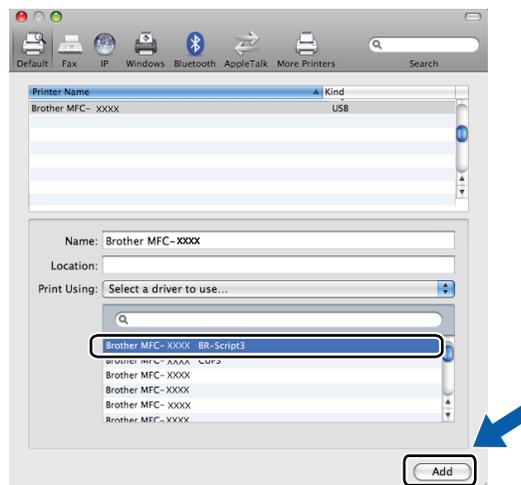
g Choose **Quit System Preferences** from the **System Preferences** menu.
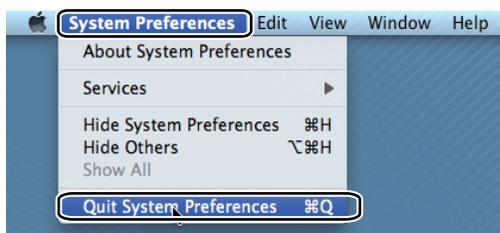
Features in the BR-Script3 (PostScript® 3™ language emulation) printer driver

Page Setup

You can set the **Paper Size**, **Orientation** and **Scale**.
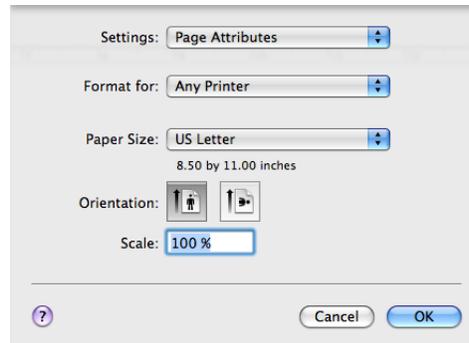
Choosing page setup options

From an application such as Apple TextEdit, click **File**, then **Print** to start printing.

■ (Mac OS X 10.3.9 to 10.4.x)

8
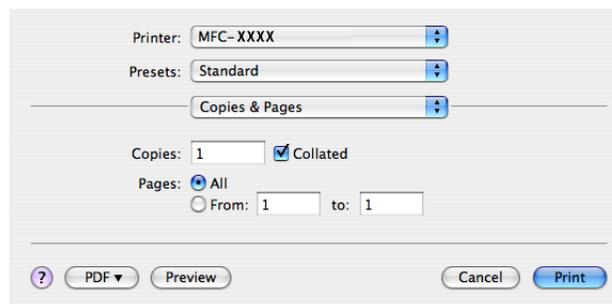
(Mac OS X 10.5.x)

For more page setup options, click the disclosure triangle beside the **Printer** pop-up menu.
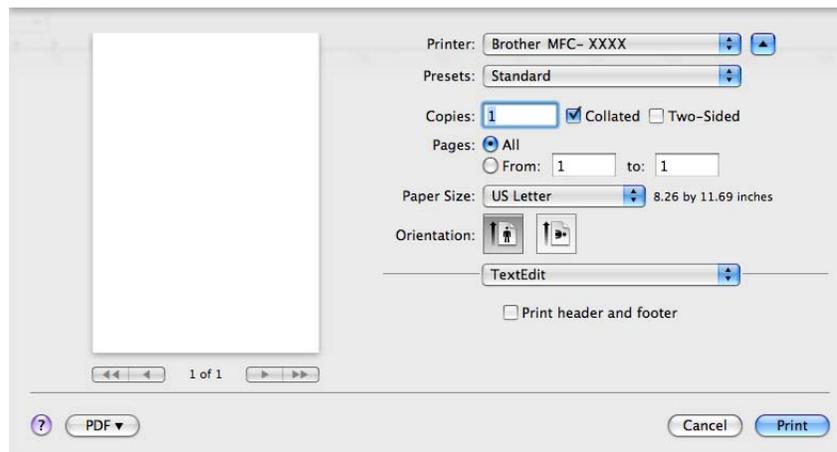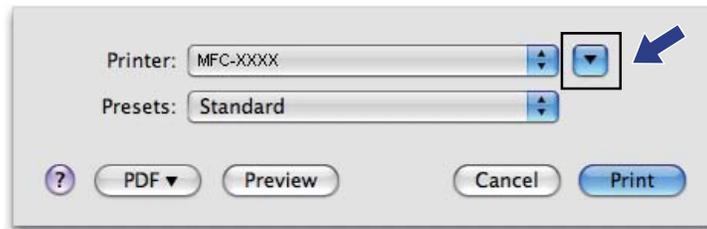
Note

To control special printing features, choose **Printer Features** from the Print dialog box.
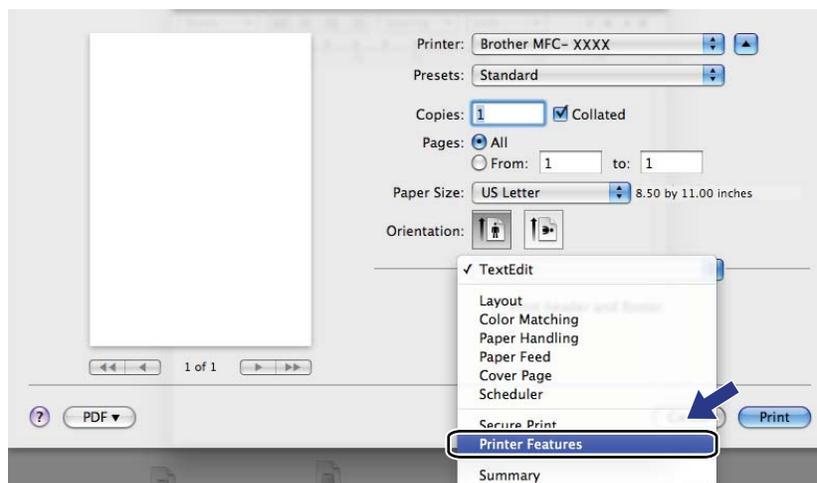
Cover Page (Mac OS X 10.4.x or greater)

You can make the following cover page settings:
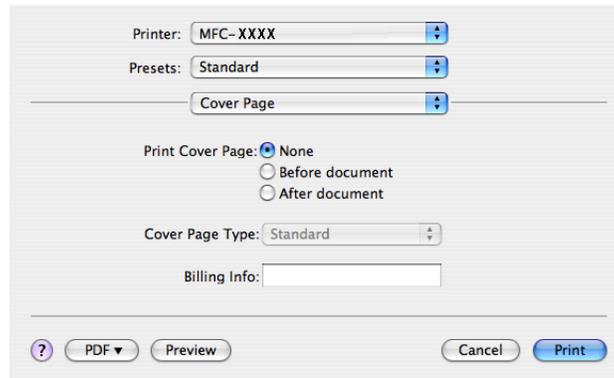
■ **Print Cover Page**

If you want to add a cover page to your document, use this function.

■ **Cover Page Type**

Choose a template for the cover page.

■ **Billing Info**

If you want to add the billing information to the cover page, enter text in the **Billing Info** box.

Layout
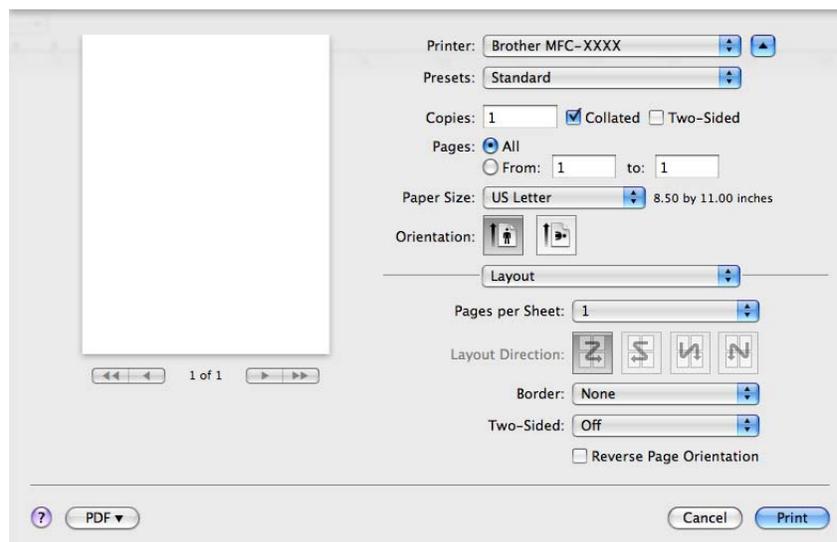
■ **Pages per Sheet**

Choose how many pages will appear on each side of the paper.

■ **Layout Direction**

When you specify the pages per sheet, you can also specify the direction of the layout.

■ **Border**

If you want to add a border, use this function.

■ **Two-sided**

See *Duplex Printing* on page 140.

■ **Reverse Page Orientation** (Mac OSX 10.5.x)

Check **Reverse Page Orientation** to reverse the data from up to down.

Duplex Printing

■ **Use duplex unit**

Select **Layout**.

Choose **Long-edge binding** or **Short-edge binding** in **Two-Sided**.
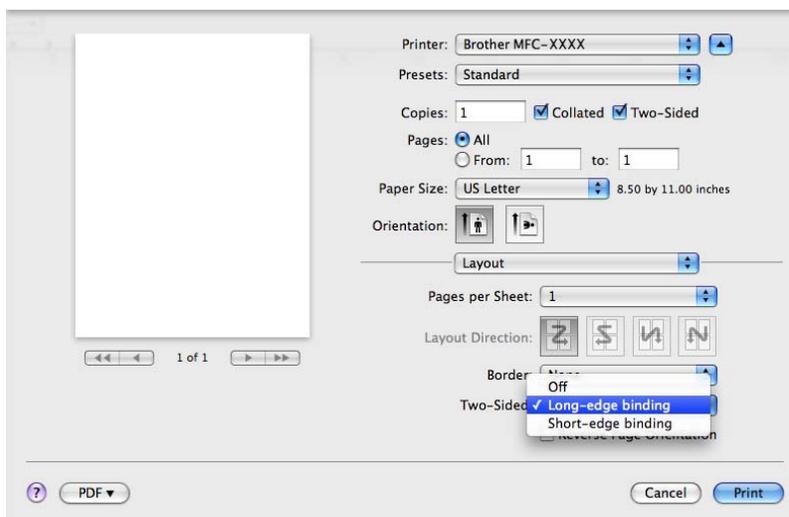
■ **Manual duplex**

Select **Paper Handling**.

• (Mac OS X 10.3.9 to 10.4.x)

Choose **Even numbered pages** and print, and then choose **Odd numbered pages** and print.
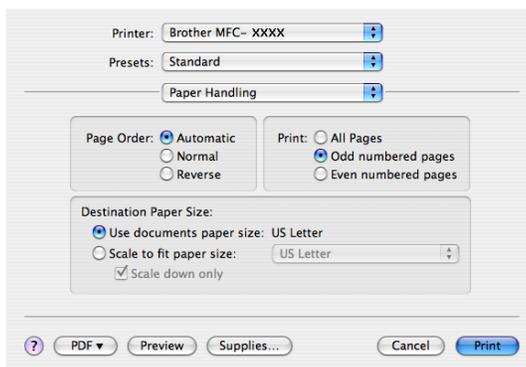
- (Mac OS X 10.5.x)

  Choose **Even Only** and print, and then choose **Odd Only** and print.
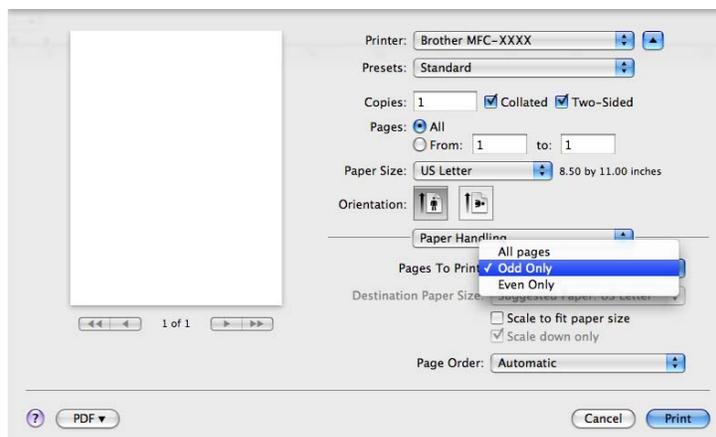
Secure Print (Mac OS X 10.5.x only)

Secure documents are documents that are password protected when they are sent to the machine. Only the people who know the password will be able to print them. Since the documents are secured at the machine, you must enter the password using the control panel of the machine to print them.
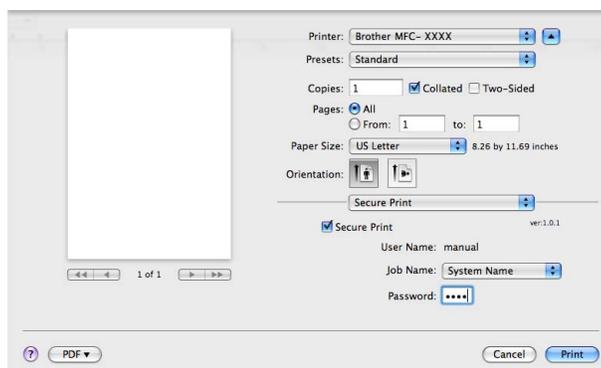
If you want to create a secure print job, click **Settings...** and check the **Secure Print** box. Enter a password in the **Password** box and click **OK**.

(For more information about Secure Print, See *Secure Key* on page 127.)

Printer Features

(Mac OS X 10.3.9 to 10.4.x)

Feature Sets: Set 1

■ **Print Quality**

You can change the resolution as follows:

- **300 dpi**
- **600 dpi**
- **HQ 1200**
- **1200 dpi**

■ **Media Type**

You can use the following types of media in your machine. For the best print quality, select the type of media that you wish to use.

Plain Paper	**Thin Paper**	**Thick Paper**	**Thicker Paper**	**Bond Paper**
Transparencies	**Envelopes**	**Env. Thick**	**Env. Thin**	**Recycled Paper**

■ **Secure Print**

Secure Print allows you to secure documents that are password protected when they are sent to the machine. Only the people who know the password will be able to print them. Since the documents are secured at the machine, you must enter the password using the control panel of the machine. The secured document must have a **Password** and **Job Name**.

■ **Password**

Choose the password for your secured document that you send to the machine from the drop-down box.

■ **Job Name**

Choose the Job name for your secured document that you sent to the machine, from the drop-down list.

■ **Toner Save**

You can conserve toner using this feature. When you check **Toner Save**, your prints appear lighter. The default setting is **Off**.

Note

We do not recommend **Toner Save** for printing photo or gray scale images.

Feature Sets: Set 2

■ **Halftone Screen Lock**

Stops other applications from modifying the Halftone settings. The default setting is on.

■ **High Quality Image Printing**

You can increase the quality of image printing. If you set **High Quality Image Printing** to **On**, the printing speed will be slower.

■ **Improve Print Output**

• **Reduce Paper Curl**

If you check this setting, the paper curl may be reduced.

If you are printing only a few pages, you do not need to choose this setting. Change the printer driver setting in **Media Type** to a thin setting.

• **Improve Toner Fixing**

If you check this setting, the toner fixing on paper may be improved. If this selection does not improve the situation enough, select **Thicker paper** in **Media type** settings.

■ **Density Adjustment**

Increase or decrease the print density.

Note

The **Density Adjustment** is not available when you set the **Print Quality** to **HQ 1200**.

(Mac OS X 10.5.x)

Feature Sets: General 1

■ **Print Quality**

You can change the resolution as follows:

- • **300 dpi**
- • **600 dpi**
- • **HQ 1200**
- • **1200 dpi**

■ **Media Type**

You can use the following types of media in your machine. For the best print quality, select the type of media that you wish to use.

Plain Paper	**Thin Paper**	**Thick Paper**	**Thicker Paper**	**Bond Paper**
Transparencies	**Envelopes**	**Env. Thick**	**Env. Thin**	**Recycled Paper**

■ **Toner Save**

You can conserve toner using this feature. When you check **Toner Save**, your prints appear lighter. The default setting is **Off**.

Note

We do not recommend **Toner Save** for printing photo or gray scale images.

■ **Halftone Screen Lock**

Stops other applications from modifying the Halftone settings. The default setting is on.

■ **High Quality Image Printing**

You can increase the quality of image printing. If you set **High Quality Image Printing** to **On**, the printing speed will be slower.

8

■ Improve Print Output

- **Reduce Paper Curl**

  If you check this setting, the paper curl may be reduced.

  If you are printing only a few pages, you do not need to choose this setting. Change the printer driver setting in **Media Type** to a thin setting.

- **Improve Toner Fixing**

  If you check this setting, the toner fixing on paper may be improved. If this selection does not improve the situation enough, select **Thicker paper** in **Media type** settings.

Feature Sets: General 2
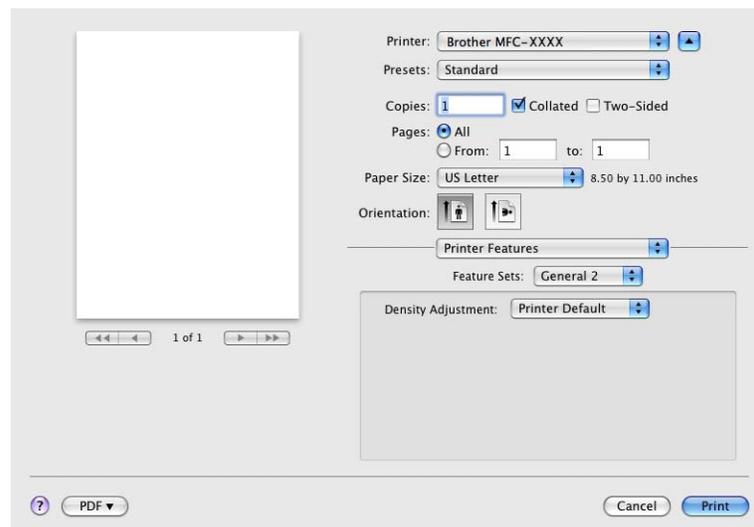
■ Density Adjustment

Increase or decrease the print density.

📝 Note

The **Density Adjustment** is not available when you set the **Print Quality** to **HQ 1200**.

Sending a fax (MFC models only)

Macintosh

You can send a fax directly from a Macintosh application.

Note

Fax documents will be sent in Black and White only.

ⓐ Create a document in a Macintosh application.

ⓑ From an application such as Apple TextEdit, click **File**, then **Print**.

■ (Mac OS X 10.3.9 to 10.4.x)
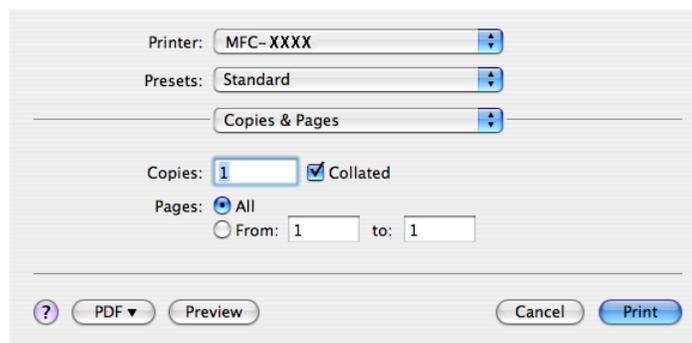
■ **(Mac OS X 10.5.x)**

For more page setup options, click the disclosure triangle beside the **Printer** pop-up menu.
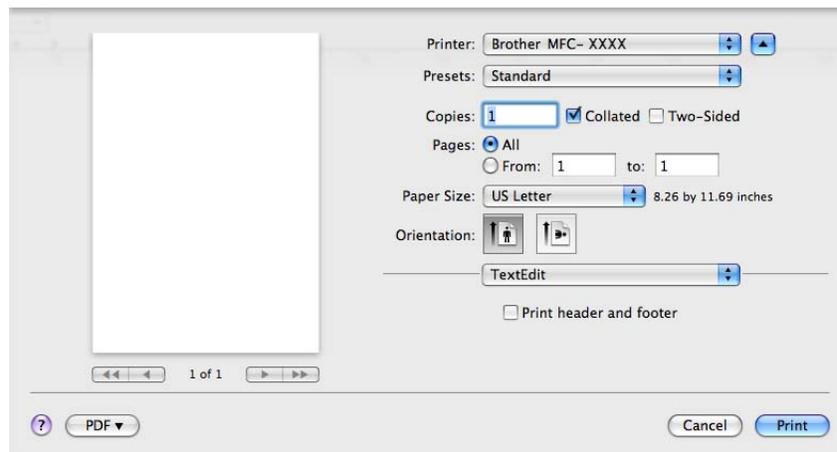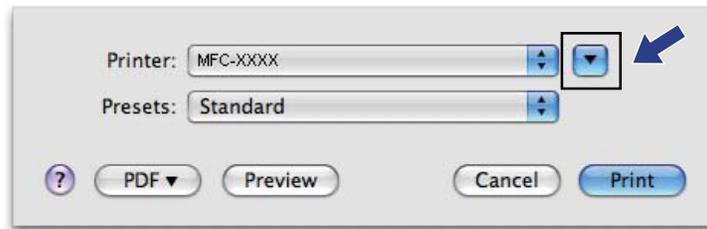
③ Choose **Send Fax** from the pop-up menu.
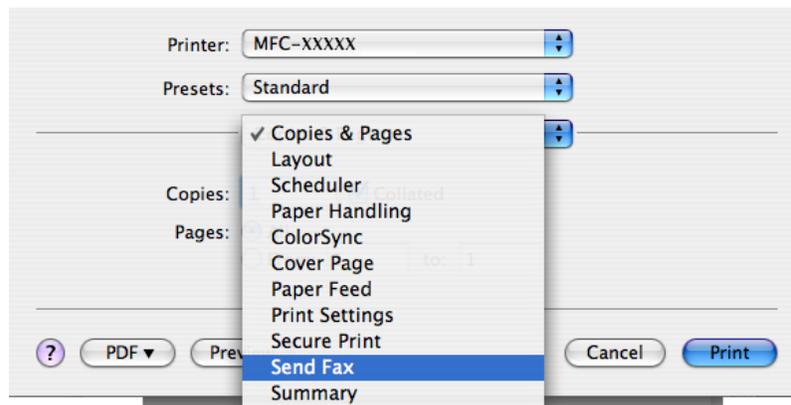
④ Choose **Facsimile** from the **Output** pop-up menu.

⑤ Enter a fax number in the **Input Fax Number** box, and then click **Print** to send the fax.

📝**Note**

If you want to send a fax to more than one number, click **Add** after entering the first fax number. The destination fax numbers will be listed in the dialog box.

8

Drag a vCard from the Mac OS X Address Book application (Mac OS X 10.3.9 to 10.4.x)

You can address a fax number using a vCard (an electronic business card) from the Mac OS X **Address Book** application.

a Click **Address Book**.

b Drag a vCard from the Mac OS X **Address Book** application to the **Destination Fax Numbers** field.
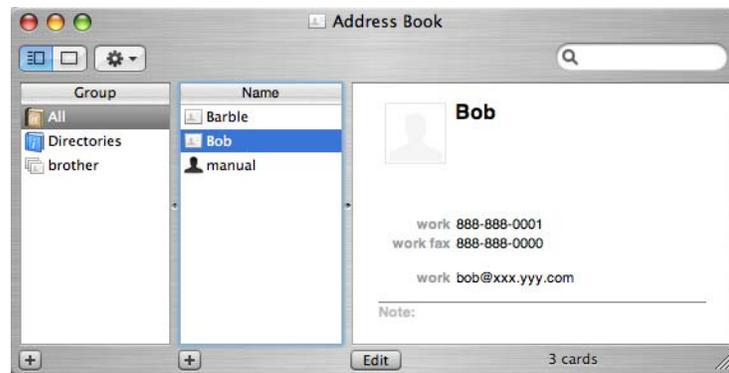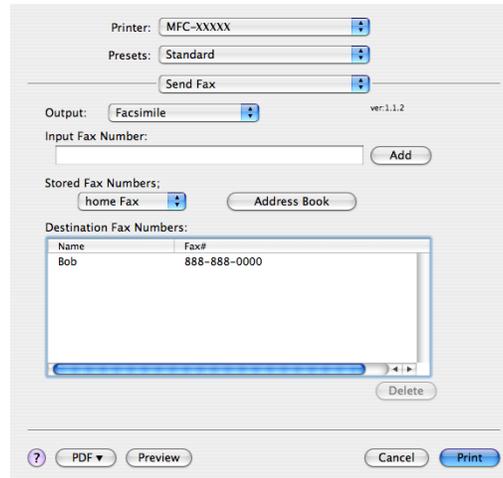
Note

If both work and home fax numbers are stored in the Mac OS X Address Book, choose **work fax** or **home fax** from the **Stored Fax Numbers** pop-up menu, and then drag a vCard.

3 When you are finished addressing your fax, click **Print**.
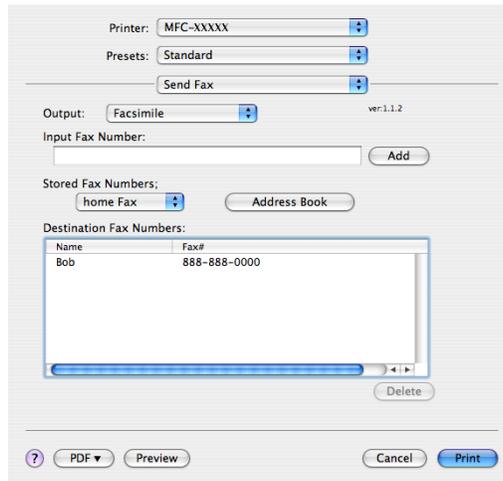
Note

The vCard used must contain a **work fax** or **home fax** number.

Using Mac OS X 10.5.x Addresses panel

You can address a fax number using **Addresses** button.
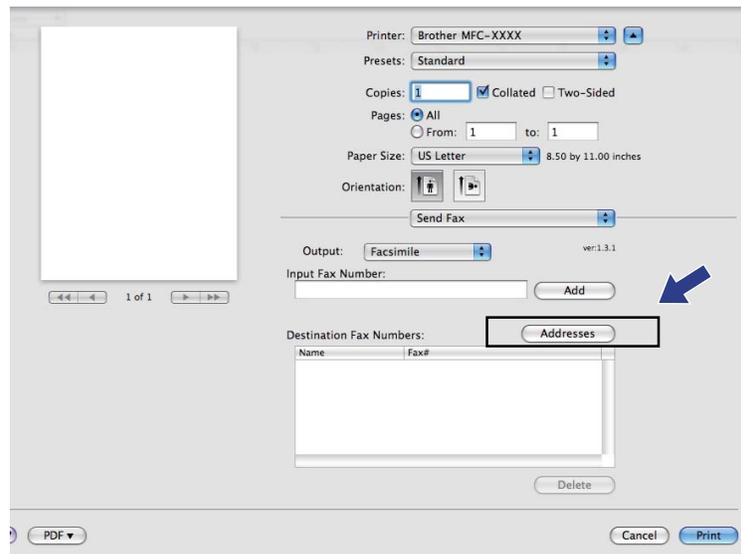
1 Click **Addresses**.

② Choose the fax number from **Addresses** panel and then click **To:**.

③ When you are finished addressing your fax, click **Print**.

9
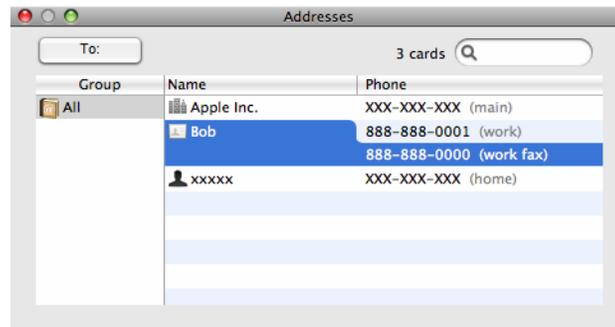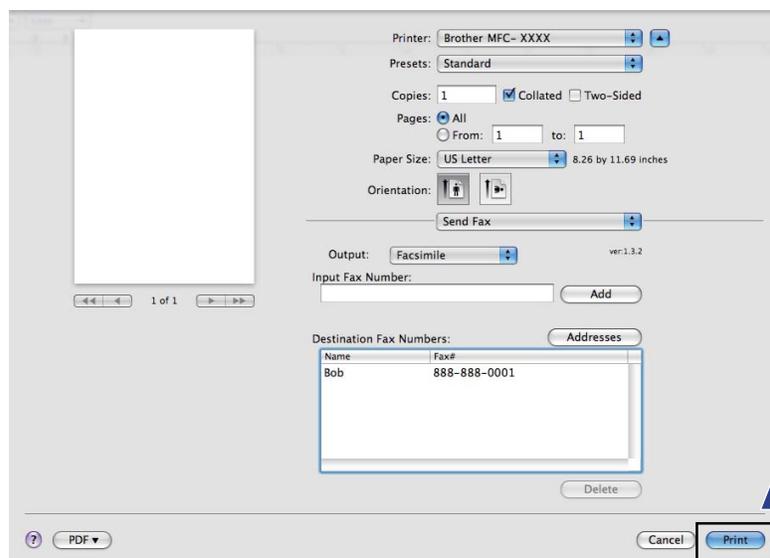
Scanning

Scanning from a Macintosh

The Brother machine software includes a TWAIN Scanner driver for Macintosh. You can use this Macintosh TWAIN Scanner driver with any applications that support TWAIN specifications.

Note

If you want to scan from a machine on a network, choose the networked machine in the Device Selector application located in **Macintosh HD**/**Library**/**Printers**/**Brother**/**Utilities**/**DeviceSelector** or from the **Model** pop-up menu of ControlCenter2.

Run your Macintosh TWAIN-compliant application. The first time you use the Brother TWAIN driver, set it as the default driver by choosing **Select Source**. For each document you scan after this, choose **Acquire Image Data** or **Start**. The menu option that lets you choose the Scanner driver may vary depending on your application.
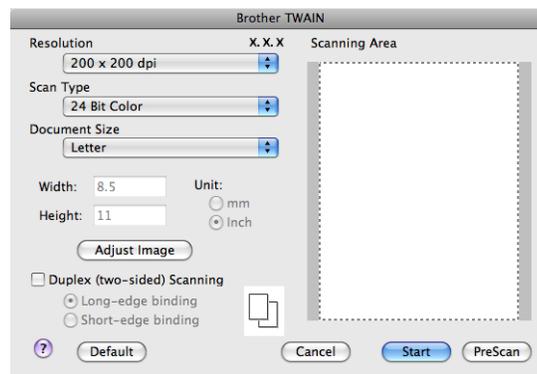
Note

The method of choosing the default driver or scanning a document may vary depending on the application you are using.

Scanning an image into your Macintosh

You can scan a whole page, or scan a portion after pre-scanning the document.

Scanning a whole page

❶ Load your document.

❷ Adjust the following settings, if needed, in the Scanner Setup dialog box:
- **Resolution**
- **Scan Type**
- **Document Size**

■ **Adjust Image**

   • **Brightness**

   • **Contrast**

③ Click **Start**.
When scanning has finished, the image appears in your graphics application.

Scanning a duplex document

① Load your document.

② Check **Duplex(two-sided) Scanning** and choose **Long-edge binding** or **Short-edge binding**.
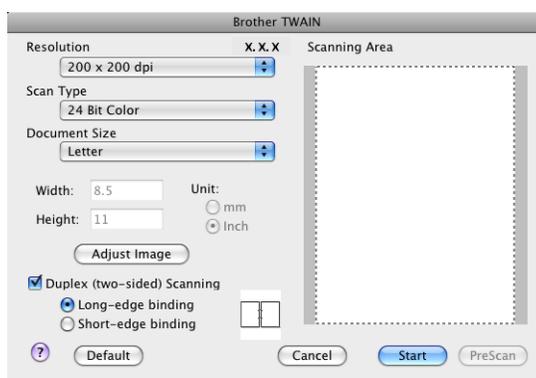
③ Adjust the following settings, if needed, in the Scanner Setup dialog box:

   ■ **Resolution**

   ■ **Scan Type**

   ■ **Document Size**

   ■ **Adjust Image**

      • **Brightness**

      • **Contrast**

④ Click **Start**.

Note

• You cannot adjust the scanning area.

• Duplex scan is not supported by the DCP-8080DN and MFC-8480DN.

• Duplex scan is not available for legal size paper.

• Duplex scan is available from the ADF only.

Pre-Scanning an image

The **PreScan** button is used to preview and also lets you crop any unwanted areas from the image. When you are satisfied you are scanning the correct area, click the **Start** button in the Scanner Setup dialog box to scan the image.

a Load your document.

b Click **PreScan**.
The whole image is scanned into your Macintosh and appears in the **Scanning Area**.

c Drag the mouse pointer over the portion you want to scan.

Scanning Area

d Put the document in the ADF again.

Note

If you put the document on the scanner glass in step a, skip this step.

e Adjust the settings for **Resolution**, **Scan Type**, **Brightness** and **Contrast** in the Scanner Setup dialog box as needed.

f Click **Start**.
This time only the chosen area of the document appears in the application window.

g You can refine the image in your editing software.

Settings in the Scanner window

Resolution

You can change the scanning resolution from the **Resolution** pop-up menu. Higher resolutions take more memory and transfer time, but produce a finer scanned image. The following table shows the resolutions you can choose and the available colors.

Resolution	Black & White/ Gray (Error Diffusion)	8 Bit Color	True Gray/24 Bit Color
100 $\times$ 100 dpi	Yes	Yes	Yes
150 $\times$ 150 dpi	Yes	Yes	Yes
200 $\times$ 200 dpi	Yes	Yes	Yes
300 $\times$ 300 dpi	Yes	Yes	Yes
400 $\times$ 400 dpi	Yes	Yes	Yes
600 $\times$ 600 dpi	Yes	Yes	Yes
1200 $\times$ 1200 dpi	Yes	No	Yes
2400 $\times$ 2400 dpi	Yes	No	Yes
4800 $\times$ 4800 dpi	Yes	No	Yes
9600 $\times$ 9600 dpi	Yes	No	Yes
19200 $\times$ 19200 dpi	Yes	No	Yes

Scan Type

■ **Black & White**

Use for text or line art images.

■ **Gray (Error Diffusion)**

Use for photographic images or graphics. (Error Diffusion is a method for creating simulated gray images without using true gray dots. Black dots are put in a specific pattern to give the gray appearance.)

■ **True Gray**

Use for photographic images or graphics. This mode is more exact because it uses up to 256 shades of gray.

■ **8 Bit Color**

Uses up to 256 colors to scan the image.

■ **24 Bit Color**

Uses up to 16.8 million colors to scan the image.

Although using **24 Bit Color** creates an image with the most accurate colors reproduction, the image file size will be about three times larger than a file created using the **8 Bit Color** option. It requires the most memory and has the longest transfer time.
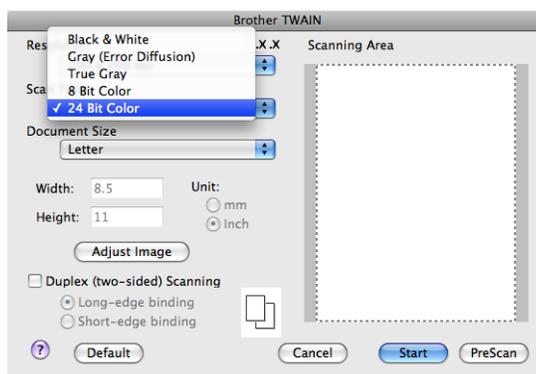
Document size

Choose one of the following document sizes:

■ **A4**

■ **JIS B5**

■ **Letter**

■ **Legal**

■ **A5**

■ **Executive**

■ **Business Card**

To scan business cards, choose the **Business Card** size, and then place the business card face down in the center of the left hand side of the scanner glass, as indicated by the document guidelines on the machine.

■ **Photo**

■ **Index Card**

■ **Photo L**

■ **Photo 2L**

■ **Postcard 1**

■ **Postcard 2 (Double)**

■ **Custom** (User adjustable from 0.35 × 0.35 in. to 8.5 × 14 in. or 8.9 × 8.9 mm to 215.9 × 355.6 mm.)

After you choose a custom size, you can adjust the scanning area. Click and hold the mouse button as you drag the mouse to crop the image.

Width: Enter the width of the custom size.

Height: Enter the height of the custom size.

Note

User adjustable from 0.35 x 0.35 in to 8.5 x 14 in or 8.9 x 8.9 mm to 215.9 x 355.6 mm

Adjusting the Image

■ **Brightness**

Adjust the setting (-50 to 50) to get the best image. The default value is 0, representing an average, and is usually suitable for most images.

You can set the **Brightness** level by dragging the slide bar to the right or left to lighten or darken the image. You can also enter a value in the box to set the level.
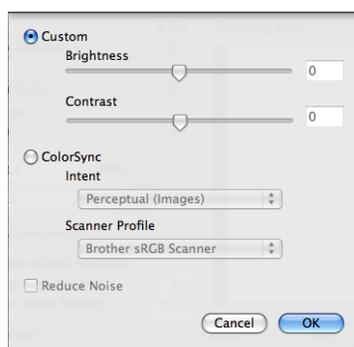
If the scanned image is too light, set a lower **Brightness** level and scan the document again.

If the image is too dark, set a higher **Brightness** level and scan the document again.

Note

The **Brightness** setting is only available if you have set **Scan Type** to **Black & White**, **Gray (Error Diffusion)** or **True Gray**.

■ **Contrast**

You can increase or decrease the contrast level by moving the slide bar to the left or right. An increase emphasizes dark and light areas of the image, while a decrease reveals more detail in gray areas. You can also enter a value in the box to set the **Contrast**.

Note

The **Contrast** setting is only available if you have set **Scan Type** to **Gray (Error Diffusion)** or **True Gray**.

■ **Reduce Noise**

You can improve and enhance the quality of your scanned images with this selection. The **Reduce Noise** setting is available when using **24bit Color** and scan resolutions of 300 x 300 dpi, 400 x 400 dpi or 600 x 600 dpi.

When scanning photographs or other images for use in a word processor or other graphics application, try different settings for the **Resolution**, **Scan Type**, **Brightness** and **Contrast** to see which setting best suits your needs.

Using the Scan key (For USB cable users)

Note

If you use **Scan** on a network, see *Using the Scan key* on page 203.

You can use ⊿ (**Scan**) on the control panel to scan documents directly into your word processing, graphics or E-mail applications or to a folder on your Macintosh.

Before you can use ⊿ (**Scan**) on the control panel, you have to install the Brother MFL-Pro Suite and connect the machine to your Macintosh. If you installed the MFL-Pro Suite from the included CD-ROM, then the correct drivers and ControlCenter2 are installed. Scanning by ⊿ (**Scan**) follows the configuration on the **Device Button** tab. (See *SCAN* on page 182.) For details about how to configure the ControlCenter2 buttons to launch the application of your choice using ⊿ (**Scan**), see *Using ControlCenter2* on page 180.

Note

• If you want to scan a document using the duplex scanning feature, you need to put the document in the ADF and then choose 2sided (L)edge or 2sided (S)edge depending on your document layout.

• Choose your document layout from the following table:

Portrait		Landscape			LCD Message
Front	Back	Front	Back		(L)edge (Long edge)
Front	Back	Front	Back		(S)edge (Short edge)

Document Layout Table

• Duplex scan is not supported by the DCP-8080DN and MFC-8480DN.

• Duplex scan is available from the ADF only.

• Duplex scan is not available for legal size paper.

• The XPS file format is available for Windows Vista® or when using applications which support XML Paper Specification files.

Scan to USB

You can scan black and white and color documents directly to a USB Flash Memory Drive. Black and white documents will be stored in the PDF (*.PDF), Secure PDF (*.PDF) or TIFF (*.TIF) file formats. Color documents may be stored in PDF (*.PDF), Secure PDF(*.PDF), XPS(*.XPS) or JPEG (*.JPG) file formats. The default File names are based on the current date. You can change the color, quality and file name.

Resolution	File Format Options
Color 100 dpi	PDF / SecurePDF / JPEG / XPS
Color 200 dpi	PDF / SecurePDF / JPEG / XPS
Color 300 dpi	PDF / SecurePDF / JPEG / XPS
Color 600 dpi	PDF / SecurePDF / JPEG / XPS
Gray 100 dpi	PDF / SecurePDF / JPEG / XPS
Gray 200 dpi	PDF / SecurePDF / JPEG / XPS
Gray 300 dpi	PDF / SecurePDF / JPEG / XPS
B&W 200 dpi	PDF / SecurePDF / TIFF
B&W 200x100 dpi	PDF / SecurePDF / TIFF

1 Put a USB Flash memory drive into your machine.

2 Load your document in the ADF or on the scanner glass.

3 Press ⬚ (**Scan**).

4 Press ▲ or ▼ to choose Scan to USB.
Press **OK**.
If your machine does not support Duplex Scan, go to step 6.
If your machine supports Duplex Scan, go to step 5.

5 Press ▲ or ▼ to choose 1sided, 2sided (L)edge or 2sided (S)edge.
Press **OK**.

6 Choose one of the options below.

■ To change the setting, choose Change Setting. Press **OK** and go to step 7.

■ To start scanning with the settings you set in the Function Menu (For MFC models, **Menu**, **5**, **2** and For DCP models, **Menu**, **4**, **2**), choose Start Scan. Press **OK** and go to step ⑩.

7 Press ▲ or ▼ to choose the quality you want.
Press **OK**.

8 Press ▲ or ▼ to choose the file type you want.
Press **OK**.

Note

- If you choose color or gray in the resolution setting, you cannot choose `TIFF`.

- If you choose black and white in the resolution setting, you cannot choose `JPEG`.

- If you choose `Secure PDF`, the machine will ask you to enter a 4 digit password using numbers 0-9 before it starts scanning.

⑨ The file name is set automatically. However, you can create a name of your choice using the dial pad. You can only change the first 6 digits of the file name.
Press **OK**.

Note

Press **Clear/Back** to delete the letters you entered.

⑩ Press **Start** to start scanning.

⚠ CAUTION

The LCD shows `Scanning` while reading the data. DO NOT unplug the power cord or remove the USB Flash memory drive from the machine while it is reading the data. You could lose your data or damage the USB Flash memory drive.

9

Changing the default file size

You can set your own default setting for the file size. For a higher quality scan, choose the large file size. For a smaller file size, choose the small file size.

① Press **Menu**, **1**.

② Press ▲ or ▼ to choose `Document Scan`. Press **OK**.

③ Press ▲ or ▼ to choose `File Size`. Press **OK**.

④ Press ▲ or ▼ to choose `1.Color` or `2.Gray`. Press **OK**.

⑤ Press ▲ or ▼ to choose `Small`, `Middle` or `Large`. Press **OK**.

⑥ Press **Stop/Exit**.

Note

You cannot choose the file size when you scan a document in black and white. Black and white documents will be stored in the TIFF file format and the data will not be compressed.

Changing the default resolution and file type

a For MFC models, press **Menu**, **5**, **2**, **1**.
For DCP models, press **Menu**, **4**, **2**, **1**.

b Press ▲ or ▼ to choose `Color 100 dpi`, `Color 200 dpi`, `Color 300 dpi`, `Color 600 dpi`,
`Gray 100 dpi`, `Gray 200 dpi`, `Gray 300 dpi`, `B&W 200 dpi` or `B&W 200x100 dpi`.
Press **OK**.

c Do one of the following:

■ For black and white file format:

Press ▲ or ▼ to choose `PDF`, `Secure PDF` or `TIFF`.

Press **OK**.

■ For Color or Gray file format:

Press ▲ or ▼ to choose `PDF`, `Secure PDF`, `JPEG` or `XPS`.

Press **OK**.

d Press **Stop/Exit**.

Changing the default file name

a For MFC models, press **Menu**, **5**, **2**, **2**.
For DCP models, press **Menu**, **4**, **2**, **2**.

b Enter the file name (up to 6 characters.)
Press **OK**.

Note

You cannot use a space for the first character.

c Press **Stop/Exit**.

Understanding the Error Messages

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

■ `Protected Device`

This message will appear if the protect switch of the USB Flash memory drive is on.

■ `Rename the File`

This message will appear if there is already a file on the USB Flash memory drive with the same name as the file you are trying to save.

■ `Too Many Files`

This message will appear if there are too many files stored on the USB Flash memory drive.

■ `Unusable Device`

This message will appear if your USB Flash memory drive is not supported by your Brother machine.

Scan to E-mail

You can scan either a black and white or color document into your E-mail application as a file attachment. You can change Scan configuration. (See *E-mail* on page 186.)

❶ Load your document.

❷ Press ⤓ (**Scan**).

❸ Press ▲ or ▼ to choose Scan to PC.
Press **OK**.

❹ Press ▲ or ▼ to choose E-mail.
Press **OK**.
If your machine does not support Duplex Scan, go to step ❻.
If your machine supports Duplex Scan, go to step ❺.

❺ Press ▲ or ▼ to choose 1sided, 2sided (L)edge or 2sided (S)edge.
Press **OK**.

❻ Press **Start**.
The machine starts scanning the document, creates a file attachment, and launches your E-mail application, displaying the new message waiting to be addressed.

📝 **Note**

• If you want the scanned data in color, choose color in the scan type on the **Device Button** tab of the ControlCenter2 configuration. If you want the scanned data in black and white, choose black and white in the scan type on the **Device Button** tab of the ControlCenter2 configuration. (See *E-mail* on page 186.)

• If you want to change the default file size, choose your preferred rate by moving the slide bar on the **Device Button** tab of the ControlCenter2 configuration.

Scan to Image

You can scan either a black and white or color document into your graphics application for viewing and editing. You can change the Scan configuration. (See *Image (example: Apple Preview)* on page 183.)

❶ Load your document.

❷ Press ⤓ (**Scan**).

❸ Press ▲ or ▼ to choose Scan to PC.
Press **OK**.

❹ Press ▲ or ▼ to choose Image.
Press **OK**.
If your machine does not support Duplex Scan, go to step ❻.
If your machine supports Duplex Scan, go to step ❺.

e Press ▲ or ▼ to choose `1sided`, `2sided (L)edge` or `2sided (S)edge`.
Press **OK**.

f Press **Start**.
The machine starts the scanning process.

Note

- If you want the scanned data in color, choose color in the scan type on the **Device Button** tab of the ControlCenter2 configuration. If you want the scanned data in black and white, choose black and white in the scan type on the **Device Button** tab of the ControlCenter2 configuration. (See *Image (example: Apple Preview)* on page 183.)

- If you want to change the default file size, choose your preferred rate by moving the slide bar on the **Device Button** tab of the ControlCenter2 configuration.

Scan to OCR

If your document is text, you can have it converted by Presto! PageManager to an editable text file and then have the result displayed in your word processing application for viewing and editing. You can change the Scan configuration. (See *OCR (word processing application)* on page 185.)

a Load your document.

b Press Scan (**Scan**).

c Press ▲ or ▼ to choose `Scan to PC`.
Press **OK**.

d Press ▲ or ▼ to choose `OCR`.
Press **OK**.
If your machine does not support Duplex Scan, go to step **f**.
If your machine supports Duplex Scan, go to step **e**.

e Press ▲ or ▼ to choose `1sided`, `2sided (L)edge` or `2sided (S)edge`.
Press **OK**.

f Press **Start**.
The machine starts the scanning process.

Note

- You must have Presto! PageManager installed on your Macintosh for the OCR feature to work from the **Scan** key or ControlCenter2. (See *Using Presto! PageManager* on page 177.)

- The Scan to OCR function is available for English, French, German, Dutch, Italian, Spanish, Portuguese, Danish, Swedish, Japanese and Chinese.

Scan to File

You can scan a black and white or a color document into your Macintosh and save it as a file in the folder you choose. The file type and specific folder are based on the settings you have chosen in the Scan to File screen of the ControlCenter2. (See *File* on page 187.)

1. Load your document.

2. Press ⬡ (**Scan**).

3. Press ▲ or ▼ to choose Scan to PC.
   Press **OK**.

4. Press ▲ or ▼ to choose File.
   Press **OK**.
   If your machine does not support Duplex Scan, go to step ⑥.
   If your machine supports Duplex Scan, go to step ⑤.

5. Press ▲ or ▼ to choose 1sided, 2sided (L)edge or 2sided (S)edge.
   Press **OK**.

6. Press **Start**.
   The machine starts the scanning process.

Note

- If you want the scanned data in color, choose color in the scan type on the **Device Button** tab of the ControlCenter2 configuration. If you want the scanned data in black and white, choose black and white in the scan type on the **Device Button** tab of the ControlCenter2 configuration. (See *File* on page 187.)

- If you would like to change the file name of scanned documents, enter the file name in the **File Name** section on the **Device Button** tab of the ControlCenter2 configuration.

- If you want to change the default file size, choose your preferred rate by moving the slide bar on the **Device Button** tab of the ControlCenter2 configuration.

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Using Presto! PageManager

Presto! PageManager is an application for managing the documents in your Macintosh. Since it is compatible with most image editors and word processing programs, Presto! PageManager gives you unmatched control over your Macintosh files. You can easily manage your documents, edit your E-mail and files and read documents with the OCR software built into Presto! PageManager.

If you use the machine as a scanner, we recommend that you install Presto! PageManager. To install Presto! PageManager, see the *Quick Setup Guide*.

Note

The complete NewSoft Presto! PageManager 7 User's Guide can be viewed from the **Help** icon in NewSoft Presto! PageManager 7.

Features

- OCR: In one step you can scan an image, recognize the text, and edit it with a word processor.
- Image Editing: Enhance, crop and rotate images, or open them with an image-editing program of your choice.
- Annotation: Add removable notes, stamps and drawings to images.
- Treeview Window: View and arrange your folder hierarchy for easy access.
- Thumbnail Window: View files as thumbnails for easy identification.

System requirements for Presto! PageManager

- Mac OS X 10.3.9 or greater
- CD-ROM drive
- Hard disk drive with at least 400 MB of free disk space for installation

NewSoft Technical Support

For USA

Company name:	NewSoft America Inc.
Postal Address:	500 Yosemite Drive Suite 100 Milpitas CA 95035, U.S.A.
Telephone:	408 503-1212
Fax:	408 503-1201
E-mail Address:	contactus@newsoftinc.com
URL:	http://www.newsoftinc.com/

For Canada

E-mail Address:	contactus@newsoftinc.com (English)

Germany

Company name:	SoftBay GmbH
Postal Address:	Carlstraße 50, D-52531, Übach-Palenberg
Telephone:	0900 1 409640
	(For callers from within Germany, this is not a toll-free call, Callers will be charged at Euro 0.59 per minute)
E-mail Address:	de.nsc@newsoft.eu.com
URL:	http://de.newsoft.eu.com/

UK

Company name:	Avanquest UK
Postal Address:	The Software Centre East Way, Lee Mill Industrial Estate Plymouth Devon. PL21 9GE
Telephone:	44-01752-201148
Fax:	44-01752-894833
E-mail Address:	uk.nsc@newsoft.eu.com
URL:	http://uk.newsoft.eu.com/

France

Company name:	5CA
Postal Address:	Not Open
Telephone:	089-965-01-09
	(For callers from within France, this is not a toll-free call, Callers will be charged at € 1.35 + € 0.34 per minute)
E-mail Address:	fr.nsc@newsoft.eu.com
URL:	http://fr.newsoft.eu.com/

Italy

Company name:	5CA
Postal Address:	Not Open
Telephone:	0899399878
	(For callers from within Italy, this is not a toll-free call, Callers will be charged at Euro 0.80 per minute)
E-mail Address:	it.nsc@newsoft.eu.com
URL:	http://it.newsoft.eu.com/

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Spain

Company name:	5CA
Postal Address:	Not Open
Telephone:	0807505598
	(For callers from within Spain only, this is not a toll-free call, Callers will be charged at Euro 0.94 per minute)
E-mail Address:	sp.nsc@newsoft.eu.com

Other countries

|	
E-mail Address:	tech@newsoft.eu.com (English)

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10 ControlCenter2

Note

- The features available to you in ControlCenter2 may vary depending on the model number of your machine.

- Duplex Scan is not supported by the DCP-8080DN and MFC-8480DN.

- Duplex Scan is not available for legal size paper.

Using ControlCenter2

ControlCenter2 is a software utility that lets you quickly and easily access your often used applications. Using ControlCenter2 eliminates the need to manually launch specific applications. The icon will appear on the menu bar. To open the ControlCenter2 window, click the [icon] icon and choose **Open**. ControlCenter2 has the following operations:

① Scan directly to a file, E-mail, word processor or graphics application of your choice. (1)

② Custom Scan buttons let you configure a button to meet your own application needs. (2)

③ Access the Copy features available via your Macintosh. (3)

④ Access the settings available to configure your device. (4)

⑤ You can choose which machine ControlCenter2 will connect with from the **Model** pop-up menu. (5)
You can also open the **Device Selector** window by choosing **Other...** from the **Model** pop-up menu.

⑥ You can also open the configuration window for each function by clicking the **Configuration** button. (6)
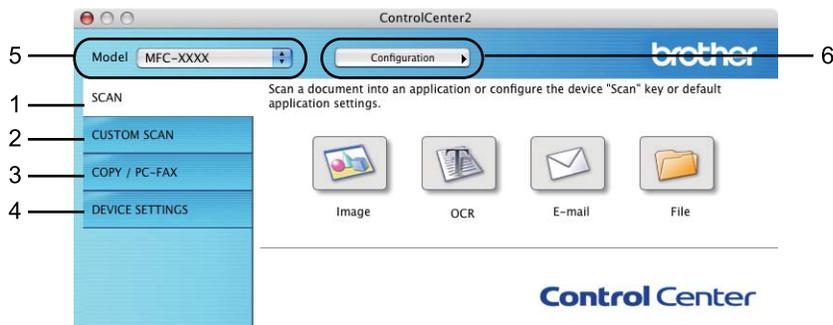
Turning the AutoLoad feature off

If you do not want ControlCenter2 to run automatically each time you start your Macintosh, do the following.

① Click the ControlCenter2 icon in the menu bar and choose **Preferences**.
The ControlCenter2 preference window appears.

② Uncheck **Start ControlCenter on computer startup**.

c Click **OK** to close the window.

Note

The ControlCenter2 application icon is in
Macintosh HD/Library/Printers/Brother/Utilities/ControlCenter.

SCAN

There are four scan buttons for the **Scan To Image**, **Scan To OCR**, **Scan To E-mail** and **Scan To File** applications.

■ **Image** *(Default: Apple Preview)*

Lets you scan a page directly into any graphic viewer/editor application. You can choose the destination application, such as Adobe® Photoshop® or any kind of image editing application on your Macintosh.

■ **OCR** *(Default: Apple TextEdit)*

Lets you scan a page or document, automatically run the OCR application and put text (not a graphic image) into a word processing application. You can choose the target word processing application, such as Microsoft® Word or any word processing application on your Macintosh. You must have Presto! PageManager installed on your Macintosh.

■ **E-mail** *(Default: your default E-mail software)*

Lets you scan a page or document directly into an E-mail application as a standard attachment. You can choose the file type and resolution for the attachment.

■ **File**

Lets you scan directly to a disk file. You can change the file type and destination folder, as needed.

ControlCenter2 gives you the ability to configure the hardware **Scan** key on your machine and the ControlCenter2 Software button for each scan feature. To configure the hardware **Scan** key on your machine choose the **Device Button** (click each of the ControlCenter buttons while holding down the **Ctrl** key and choose **Device Button**) in the configuration menu for each of the **SCAN** buttons. To configure the Software button in ControlCenter2, choose the **Software Button** tab (click each of the ControlCenter buttons while holding down the **Ctrl** key and choose **Software Button**) in the configuration menu for each of the **SCAN** buttons.

File types

You can choose from the following list of file types for attachments or for saving to a folder.

Choose from the pop-up menu the type of file you want the scanned images to be saved in.

- Windows Bitmap (*.bmp)
- JPEG (*.jpg)
- TIFF (*.tif)
- TIFF Multi-Page (*.tif)
- Portable Network Graphics (*.png)
- PDF (*.pdf)
- Secure PDF (*.pdf)

Note

- If you set the file type to TIFF or TIFF Multi-Page, you can choose "Uncompressed" or "Compressed".
- Secure PDF is available for Scan to Image, Scan to E-mail and Scan to File.

Image
(example: Apple Preview)

The **Scan To Image** feature lets you scan an image directly into your graphics application for image editing. To change the default settings, click the button while holding down the **Ctrl** key and choose **Software Button**.
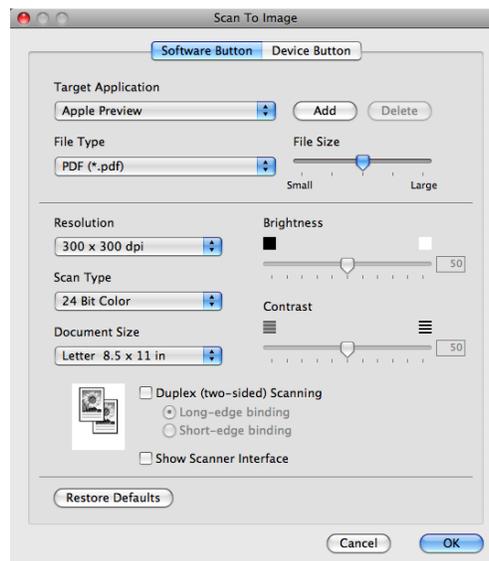
If you want to scan and then crop a portion of a page after pre-scanning the document, check the **Show Scanner Interface** box.

If you want to scan a duplex document, check **Duplex(two-sided) Scanning** and choose **Long-edge binding** or **Short-edge binding**. (Not available for the DCP-8080DN and MFC-8480DN)

Change the other settings, if needed.

To change the destination application, choose the destination application from the **Target Application** pop-up menu. You can add an application to the lists by clicking the **Add** button.

Enter the **Application Name** (up to 30 characters) and choose your preferred application by clicking the **Browse** button. Also choose the **File Type** from the pop-up menu.
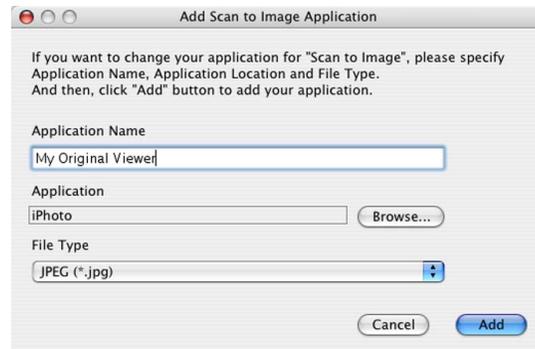
You can delete an application that you have added. Just choose the **Application Name** and click the **Delete** button.

Note

This function is also available for **Scan To E-mail** and **Scan To OCR**. The window may vary depending on the function.

If you choose **Secure PDF** from the **File Type** list, the **Set PDF Password** dialog box appears. Enter your password in the **Password** and **Re-Type Password** box and then click **OK**.

Note

• Secure PDF is also available for Scan to E-mail and Scan to File.

• Secure PDF is available for Mac OS X 10.4.x or greater.

OCR
(word processing application)

Scan To OCR converts the graphic page image data into text which can be edited by any word processing application. You can change the default word processing application.

To configure **Scan To OCR**, click the button while holding down the **Ctrl** key and choose **Software Button**.
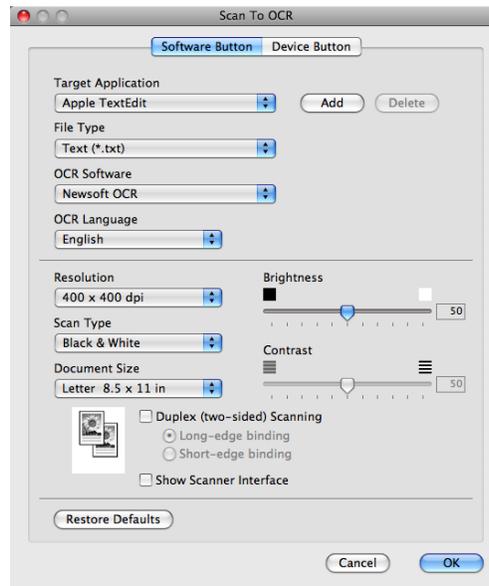
To change the word processing application, choose the destination word processing application from the **Target Application** pop-up menu. You can add an application to the list by clicking the **Add** button. To delete an application, click the **Delete** button.

If you want to scan and then crop a portion of a page after pre-scanning the document, check the **Show Scanner Interface** box.

If you want to scan a duplex document, check **Duplex(two-sided) Scanning** and choose **Long-edge binding** or **Short-edge binding**. (Not available for the DCP-8080DN and MFC-8480DN)

Note

The Scan to OCR function is available for English, French, German, Dutch, Italian, Spanish, Portuguese, Danish, Swedish, Japanese and Chinese.

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E-mail

The **Scan To E-mail** feature lets you scan a document to your default E-mail application, so you can send the scanned job as an attachment. To change the default E-mail application or attachment file type, click the button while holding down the **Ctrl** key and choose **Software Button**.
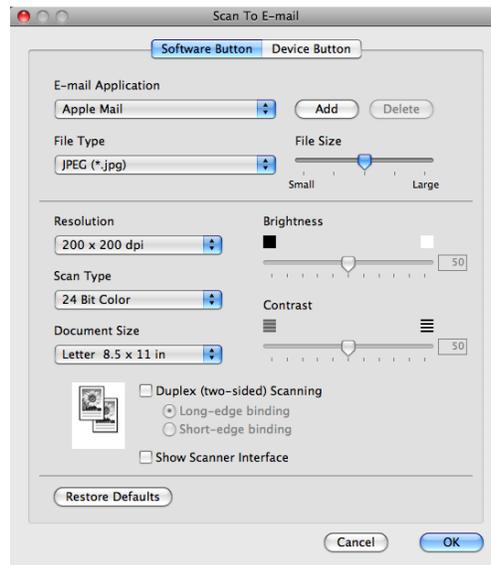
To change the E-mail application, choose your preferred E-mail application from the **E-mail Application** pop-up menu. You can add an application to the lists by clicking the **Add** button [1]. To delete an application, click the **Delete** button.

[1] When you first start ControlCenter2 a default list of compatible E-mail applications will appear in the pop-up menu. If you are having trouble using a custom application with ControlCenter2 you should choose an application from the list.

If you want to scan and then crop a portion of a page after pre-scanning the document, check the **Show Scanner Interface** box.

If you want to scan a duplex document, check **Duplex(two-sided) Scanning** and choose **Long-edge binding** or **Short-edge binding**. (Not available for the DCP-8080DN and MFC-8480DN)

10

File

The **Scan To File** button lets you scan an image to a folder on your hard disk in any file format. This lets you easily archive your paper documents. To configure the file type and folder, click the button while holding down the **Ctrl** key and choose **Software Button**.
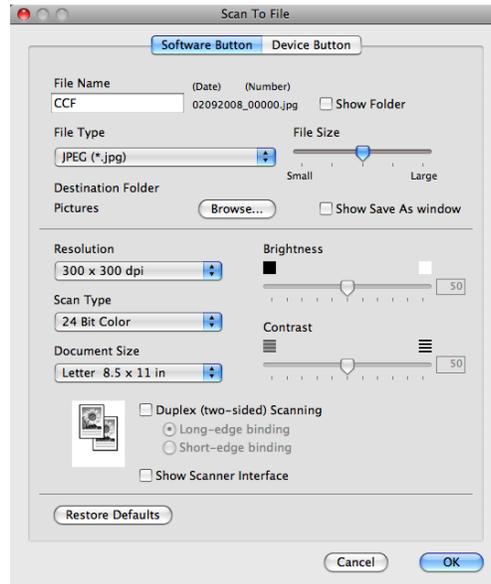
You can change the File Name. Enter the file name you want to use for the document (up to 100 characters) in the **File Name** box. File name will be the file name you registered, current date and sequential number.

Choose the file type for the saved image from the **File Type** pop-up menu. You can save the file to the default folder, or choose your preferred folder by clicking the **Browse** button.

To show where the scanned image is saved when scanning is finished, check **Show Folder** box. To specify the destination of the scanned image everytime, check **Show Save As window** box.

If you want to scan and then crop a portion of a page after pre-scanning the document, check the **Show Scanner Interface** box.

If you want to scan a duplex document, check **Duplex(two-sided) Scanning** and choose **Long-edge binding** or **Short-edge binding**. (Not available for the DCP-8080DN and MFC-8480DN)

📝 **Note**

For supported file types, see *File types* on page 183.

CUSTOM SCAN

There are four buttons which you can configure to fit your scanning needs.

To customize a button, click the button while holding down the **Ctrl** key, and the configuration window appears. There are four scan functions: **Scan to Image**, **Scan to OCR**, **Scan to E-mail** and **Scan to File**.

■ **Scan to Image**

Lets you scan a page directly into any image viewer/editor software. You can choose any image editor application on your Macintosh as a destination.

■ **Scan to OCR**

Converts scanned documents into editable text files. You can choose the destination application for the editable text. You must install Presto! PageManager for this feature.

■ **Scan to E-mail**

Attaches the scanned images to an E-mail message. You can also choose the file attachment type and create a quick send list of E-mail addresses chosen from your E-mail address book.

■ **Scan to File**

Lets you save a scanned image to any folder on a local or network hard disk. You can also choose the file type to be used.

10

File types

You can choose from the following list of file types for attachments or for saving to a folder.

Choose from the pop-up menu the type of file you want the scanned images to be saved in.

■ Windows Bitmap (*.bmp)

■ JPEG (*.jpg)

■ TIFF (*.tif)

■ TIFF Multi-Page (*.tif)

■ Portable Network Graphics (*.png)

■ PDF (*.pdf)

■ Secure PDF (*.pdf)

Note

• If you set the file type to TIFF or TIFF Multi-Page, you can choose "Uncompressed" or "Compressed".

• Secure PDF is available for Scan to Image, Scan to E-mail and Scan to File.
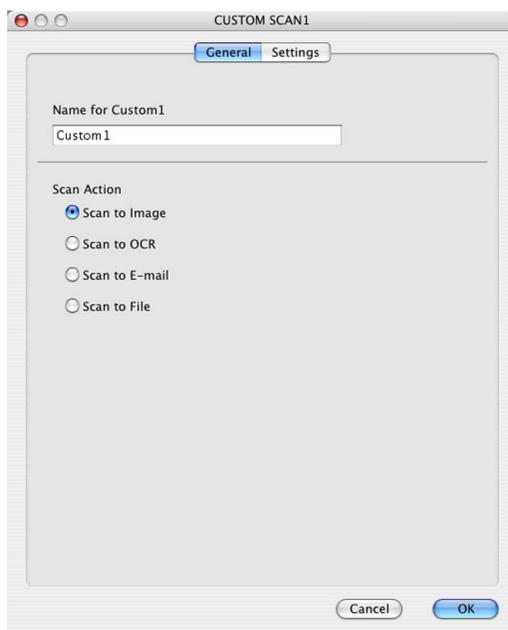
User-defined button

To customize a button, click the button while holding down the **Ctrl** key, and the configuration window appears. Follow these guidelines for button configuration.

Scan to Image

■ **General** tab

Enter a name in **Name for Custom** (up to 30 characters) to create the button name.

Choose the type of scan from the **Scan Action** field.

■ **Settings** tab

Choose the **Target Application**, **File Type**, **Resolution**, **Scan Type**, **Document Size**, **Duplex(two-sided) Scanning** (if necessary), **Brightness** and **Contrast** settings.

If you choose **Secure PDF** from the **File Type** list, the **Set PDF Password** dialog box appears. Enter your password in the **Password** and **Re-Type Password** box and then click **OK**.

Note

• Secure PDF is also available for Scan to E-mail and Scan to File.

• Secure PDF is available for Mac OS X 10.4.x or greater.
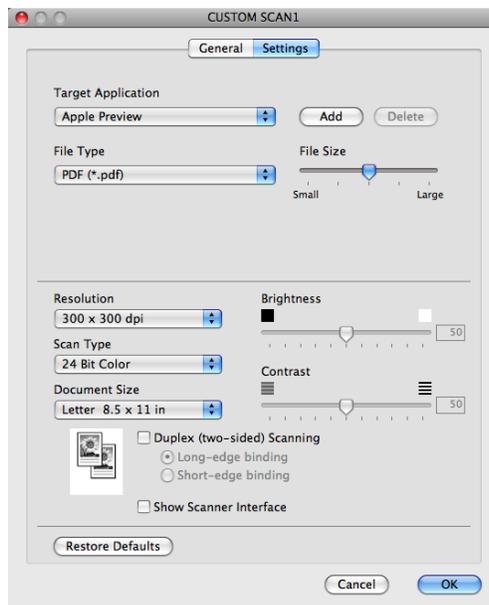
Scan to OCR

■ **General** tab

Enter a name in **Name for Custom** (up to 30 characters) to create the button name.

Choose the type of scan from the **Scan Action** field.
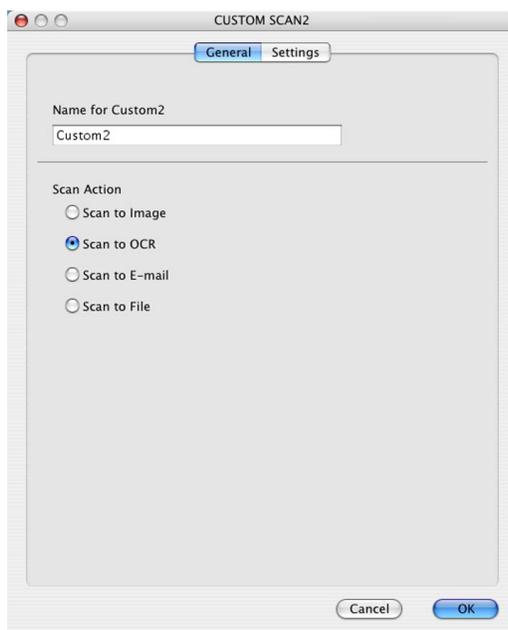
■ **Settings** tab

Choose the **Target Application**, **File Type**, **OCR Software**, **OCR Language**, **Resolution**, **Scan Type**, **Document Size**, **Duplex(two-sided) Scanning** (if necessary), **Show Scanner Interface**, **Brightness** and **Contrast** settings.

Note

The Scan to OCR function is available for English, French, German, Dutch, Italian, Spanish, Portuguese, Danish, Swedish, Japanese and Chinese.

Scan to E-mail

■ **General** tab

Enter a name in **Name for Custom** (up to 30 characters) to create the button name.

Choose the type of scan from the **Scan Action** field.
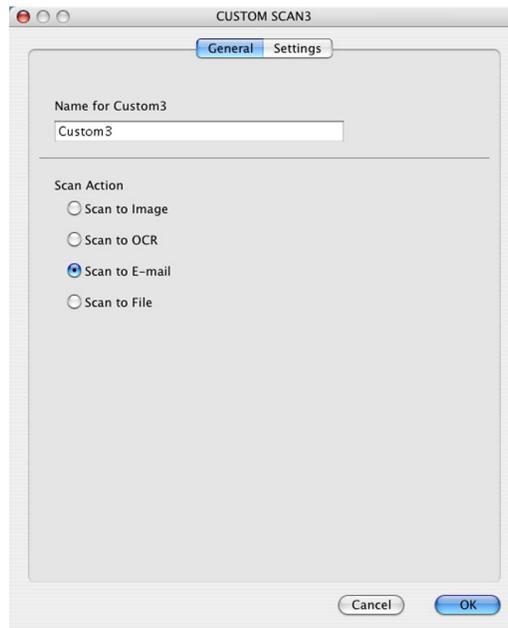
■ **Settings** tab

Choose the **E-mail Application**, **File Type**, **Resolution**, **Scan Type**, **Document Size**, **Duplex(two-sided) Scanning** (if necessary), **Show Scanner Interface**, **Brightness** and **Contrast** settings.
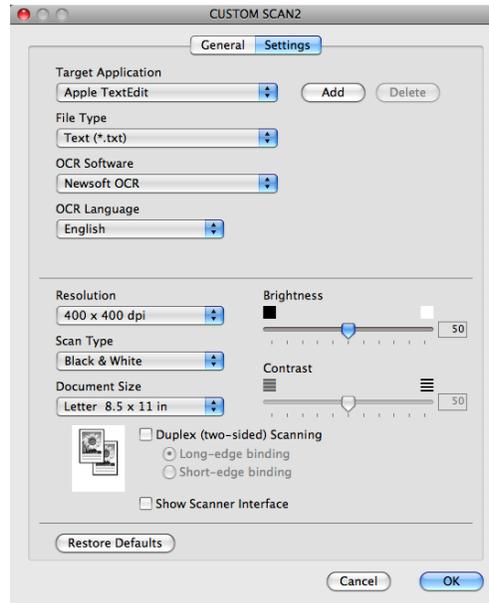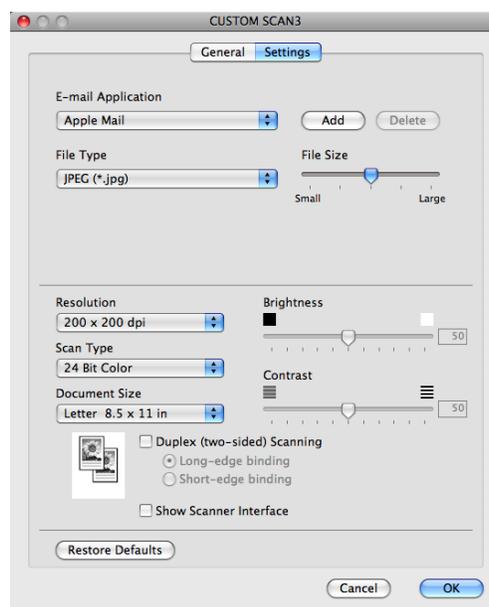
Scan to File

■ **General** tab

Enter a name in **Name for Custom** (up to 30 characters) to create the button name.

Choose the type of scan from the **Scan Action** field.
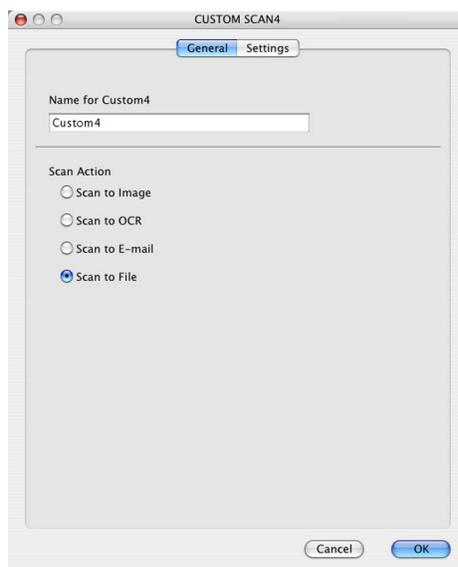
■ **Settings** tab

Choose the file format from the **File Type** pop-up menu. Save the file to the default folder or choose your preferred folder by clicking the **Browse** button.

Choose the **Resolution**, **Scan Type**, **Document Size**, **Duplex(two-sided) Scanning** (if necessary), **Show Scanner Interface**, **Brightness** and **Contrast** settings and enter the file name if you want to change it.

If you want to specify the destination of the scanned image, check **Show Save As Window**.

If you want to scan and then crop a portion of a page after pre-scanning the document, check the **Show Scanner Interface** box.
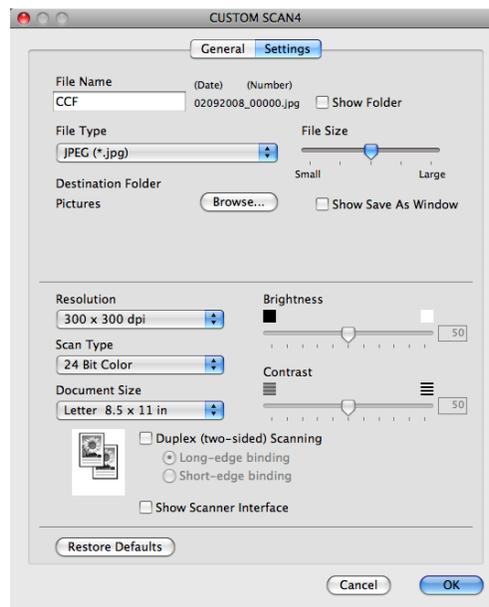
COPY / PC-FAX (PC-FAX is on MFC models only)

COPY - Lets you use your Macintosh and any printer driver for enhanced copy operations. You can scan a page on the machine and print the copies using any of the features of the machine's printer driver, or you can direct the copy output to any standard printer driver installed on your Macintosh including network printers.

PC-FAX - Lets you scan a page or document and automatically send the image as a fax from the Macintosh. (MFC models only)

You can configure your preferred settings on up to four buttons.

The **Copy1**-**Copy4** buttons can be customized to let you use advanced copy and fax functions such as N in 1 printing.

To use the **Copy** buttons, configure the printer driver by clicking the button while holding down the **Ctrl** key.
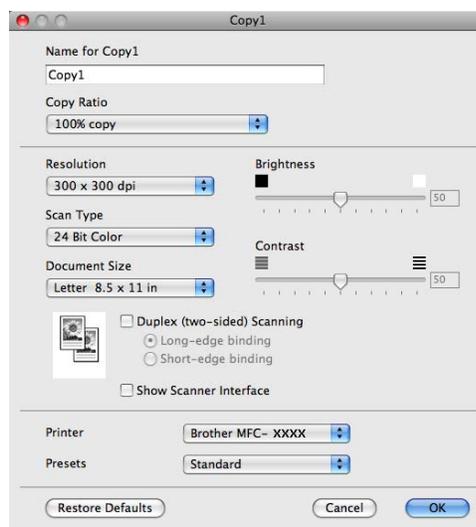
Enter a name in **Name for Copy** (up to 30 characters).

Choose the **Copy Ratio**, **Resolution**, **Scan Type**, **Document Size**, **Duplex(two-sided) Scanning** (if necessary), **Show Scanner Interface**, **Brightness** and **Contrast** settings to be used.

Before finishing the **Copy** button configuration, set the **Printer**. Then choose your print settings from the **Presets** pop-up menu, then click **OK** to close the dialog box. By clicking the configured copy button, the print dialog box opens.

■ (Mac OS X 10.3.9 to 10.4.x)

To copy, choose **Copies & Pages** from the pop-up menu.

To fax, choose **Send Fax** from the pop-up menu. (See *Sending a fax (MFC models only)* on page 158.)
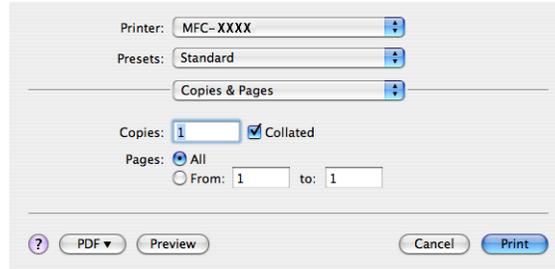
■ (Mac OS X 10.5.x)

For more options click the triangle beside the **Printer** pop-up menu.

To copy, click the **Print** button.

To fax, click the disclosure triangle beside the **Printer** pop-up menu and then choose **Send Fax** from the pop-up menu. (See *Sending a fax (MFC models only)* on page 158.)

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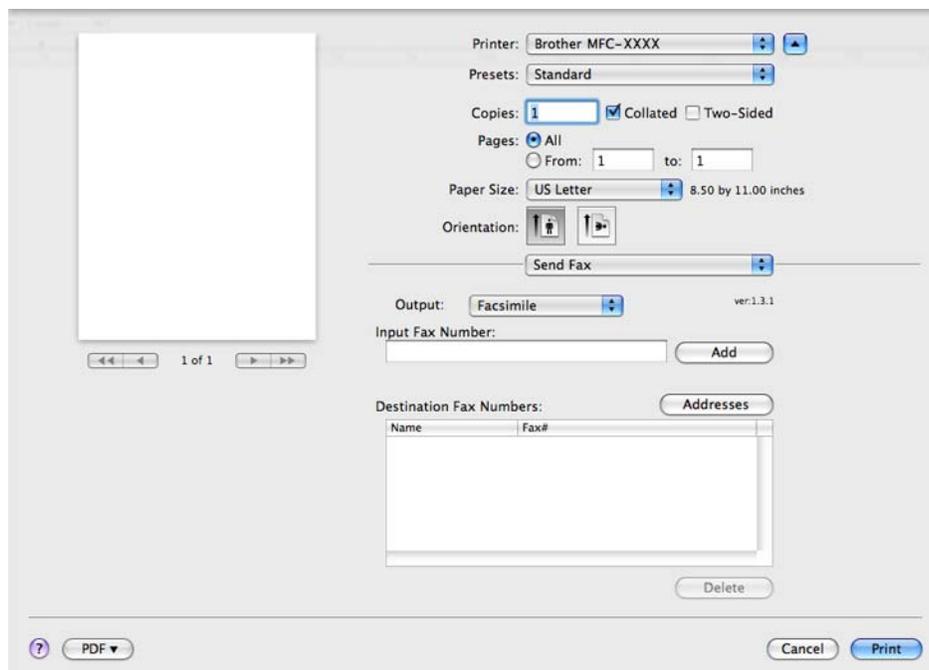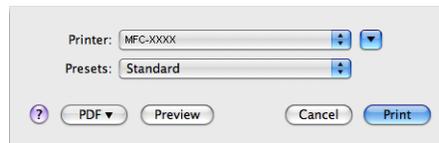
DEVICE SETTINGS

You can configure or check the machine settings.

■ **Remote Setup** (MFC models only)

Lets you open the Remote Setup Program. (See *Remote Setup (MFC models only)* on page 218.)

■ **Quick-Dial** (MFC models only)

Lets you open the Set Quick-Dial window of Remote Setup. (See *Remote Setup (MFC models only)* on page 218.)

■ **Status Monitor**

Allows you to open the Status Monitor Utility.

Remote Setup (MFC models only)

The **Remote Setup** button lets you open the Remote Setup Program window to configure most machine and network setting menus.

📝 **Note**

For details, see *Remote Setup (MFC models only)* on page 218.
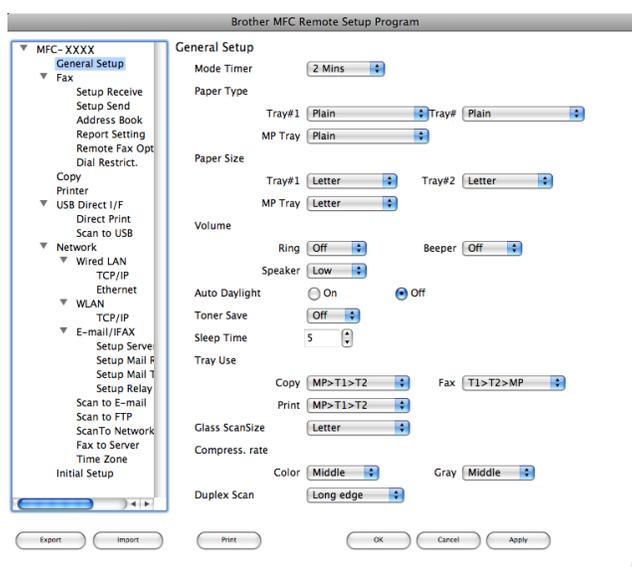
Quick-Dial (MFC models only)

The **Quick-Dial** button lets you open the **Address Book** window in the Remote Setup Program, so you can easily register or change the Quick-Dial numbers on your Macintosh.
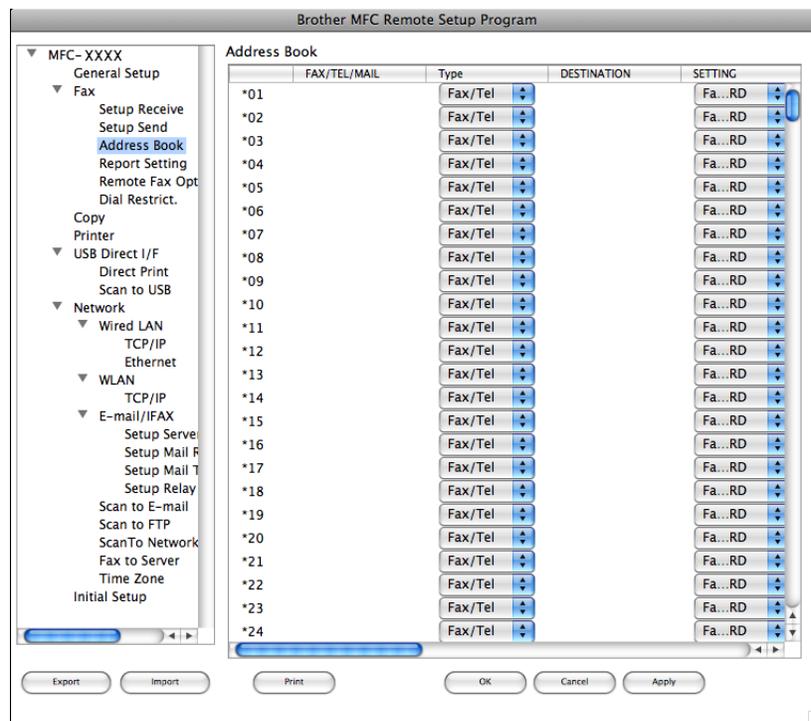
Status Monitor

The **Status Monitor** button allows you to monitor the status of one or more devices, allowing you to get immediate notification of errors such as a paper jam. (See *Status Monitor* on page 131.)

Network Scanning

If you want to scan from the machine on a network, you must choose the networked machine in the Device Selector application located in **Macintosh HD**/**Library**/**Printers**/**Brother**/**Utilities**/**DeviceSelector** or from the **Model** pop-up menu in the main screen of ControlCenter2. If you already installed the MFL-Pro Suite Software following the network installation steps in the *Quick Setup Guide* then this selection should already be made.

To use the machine as a network scanner, the machine must be configured with a TCP/IP address. You can set or change the address settings from the control panel. (See *Control Panel Setup* in the *Network User's Guide*.)

Note

For network scanning, a maximum 25 of clients can be connected to one machine on a network. For example, if 30 clients try to connect at a time, 5 clients will not be shown on the LCD.

Before using Network Scanning

Configuring network scanning

① From **Library**, choose **Printers**, **Brother**, **Utilities** and **DeviceSelector**, and then double-click **Device Selector**.
The **Device Selector** window appears. This window can also be opened from ControlCenter2. For more information, see *Using ControlCenter2* on page 180.

② Specify your machine by IP address or mDNS service Name. To change the IP address, enter the new IP address. You can also choose a machine from the list of the available machines. Click **Browse** to show the list.
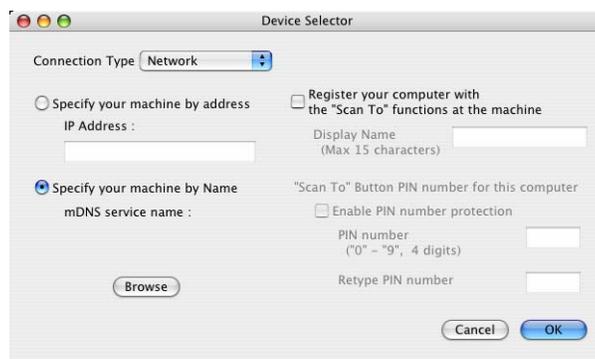
③ Click **OK**.

Note

- To use 'Scan To' button features on the machine, click the check box for **Register your computer with the "Scan To" functions at the machine**. Then enter the name you want to be displayed on the machines LCD for your Macintosh. You can use up to 15 characters.

- You can avoid receiving unwanted documents by setting a 4-digit PIN number. Enter your PIN number in the **PIN number** and **Retype PIN number** field. To send data to a computer protected by a PIN number, the LCD prompts you to enter the PIN number before the document can be scanned and sent to the machine. (See *Using the Scan key* on page 203.)

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Using the Scan key

Note

- If you want to scan a document using the duplex scanning feature, you need to put the document in the ADF and then choose `2sided (L)edge` or `2sided (S)edge` depending on your document layout.

- Choose your document layout from following table:

Portrait		Landscape			LCD Message
Front	Back	Front	Back	→	`(L)edge` (Long edge)
Front	Back	Front	Back	→	`(S)edge` (Short edge)

Document Layout Table

- Duplex scan is not supported by the DCP-8080DN and MFC-8480DN.

- Duplex scan is available from the ADF only.

- Duplex scan is not available for legal size paper.

- The XPS file format is available for Windows Vista® or when using applications which support XML Paper Specification files.

Scan to E-mail (PC)

When you choose Scan to E-mail (Macintosh), your document will be scanned and sent directly to the Macintosh you designated on your network. ControlCenter2 will activate the default E-mail application on the designated Macintosh for addressing to the recipient. You can scan a black and white or color document and it will be sent with the E-mail from the Macintosh as an attachment.

You can change the scan configuration. (See *E-mail* on page 186.)

1 Load your document.

2 Press ⬒ (**Scan**).

c Press ▲ or ▼ to choose `Scan to PC`.
Press **OK**.

d Press ▲ or ▼ to choose `E-mail`.
Press **OK**.
If your machine does not support Duplex Scan, go to step **f**.
If your machine supports Duplex Scan, go to step **e**.

e Press ▲ or ▼ to choose `1sided`, `2sided (L)edge` or `2sided (S)edge`.
Press **OK**.

f Press ▲ or ▼ to choose the destination Macintosh you want to use for E-mailing your document.
Press **OK**.
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination Macintosh on the control panel.
Press **OK**.
The machine will start the scanning process.

Note

If you want to change the default file size, choose your preferred rate by moving the scroll bar on the **Device Button** tab of the ControlCenter2 configuration.

Scan to E-mail (E-mail server, MFC-8690DW and MFC-8890DW only)

When you choose Scan to E-mail (E-mail Server) you can scan a black and white or color document and send it directly on an E-mail address from the machine. You can choose PDF, Secure PDF or TIFF for Black and White and PDF, Secure PDF or JPEG for color or gray.

Note

Scan to E-mail (E-mail server) requires SMTP/POP3 mail server support. (See the *Network User's Guide* on the CD-ROM.)

a Load your document.

b Press ⊴ (**Scan**).

c Press ▲ or ▼ to choose `Scan to E-mail`.
Press **OK**.

d Press ▲ or ▼ to choose `1sided`, `2sided (L)edge` or `2sided (S)edge`.
Press **OK**.

e Press ▲ or ▼ to choose `Change Setting`.
Press **OK**.
If you do not have to change the quality, press ▲ or ▼ to choose `Enter Address`.
Press **OK** and then go to step **i**.

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f Press ▲ or ▼ to choose `Color 100 dpi`, `Color 200 dpi`, `Color 300 dpi`, `Color 600 dpi`, `Gray 100 dpi`, `Gray 200 dpi`, `Gray 300 dpi`, `B&W 200 dpi` or `B&W 200x100 dpi`.
Press **OK**.
If you chose `Color 100 dpi`, `Color 200 dpi`, `Color 300 dpi`, `Color 600 dpi`, `Gray 100 dpi`, `Gray 200 dpi` or `Gray 300 dpi`, go to step **g**.
If you chose `B&W 200 dpi` or `B&W 200x100 dpi`, go to step **h**.

g Press ▲ or ▼ to choose `PDF`, `Secure PDF` or `JPEG`.
Press **OK** and go to step **i**.

h Press ▲ or ▼ to choose `PDF`, `Secure PDF` or `TIFF`.
Press **OK** and go to step **i**.

Note

If you choose `Secure PDF`, the machine will ask you to enter a 4 digit password using numbers 0-9 before it starts scanning.

i The LCD prompts you to enter an address. Enter the destination E-mail address from the dial pad or use the One-Touch key or Speed-Dial number.
Press **Start**.
The machine will start the scanning process.

Note

• If your network supports the LDAP protocol you can search for E-mail addresses on your server. (See Chapter 12 in the *Network User's Guide*.)

• You can store the scan resolution (Scan Profile) for each stored E-mail address in a One-Touch or Speed-Dial number. (See *Dialling and storing numbers* in the *User's Guide*.)

Using One-Touch or Speed-Dial number

You can also scan a document directly to an address you registered in a One-Touch or Speed-Dial number. When you scan the document, the settings you registered with the One-Touch or Speed-Dial will be used for the quality and the file type. Only One-Touch or Speed Dials with an E-mail address registered can be used when you scan data using One-Touch or Speed-Dial. (I-Fax addresses are not available for use.)

a Load your document.

b Press ![Scan icon] (**Scan**).

c Choose One-Touch or Speed-Dial number.
If your machine supports Duplex Scan and you want to scan both sides of your document, press **Duplex**.

d Press **Start**. The machine starts the scanning process.

Note

You can store the scan resolution (Scan Profile) for each stored E-mail address in a One-Touch or Speed-Dial number. (See *Dialling and storing numbers* in the *User's Guide*.)

Scan to Image

When you choose Scan to Image, your document will be scanned and sent directly to the Macintosh you designated on your network. ControlCenter2 will activate the default graphics application on the designated Macintosh. You can change the Scan configuration. (See *Image (example: Apple Preview)* on page 183.)

1 Load your document.

2 Press ⬆ (**Scan**).

3 Press ▲ or ▼ to choose Scan to PC.
Press **OK**.

4 Press ▲ or ▼ to choose Image.
Press **OK**.
If your machine does not support Duplex Scan, go to step 6.
If your machine supports Duplex Scan, go to step 5.

5 Press ▲ or ▼ to choose 1sided, 2sided (L)edge or 2sided (S)edge.
Press **OK**.

6 Press ▲ or ▼ to choose the destination Macintosh you want to send to.
Press **OK**.
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination Macintosh on the control panel.
Press **OK**.

7 Press **Start**.
The machine starts the scanning process.

Note

• If you want the scanned data in color, choose color in the scan type on the **Device Button** tab of the ControlCenter2 configuration. If you want the scanned data in black and white, choose black and white in the scan type on the **Device Button** tab of the ControlCenter2 configuration. (See *Image (example: Apple Preview)* on page 183.)

• If you want to change the default file size, choose your preferred rate by moving the scroll bar on the **Device Button** tab of the ControlCenter2 configuration.

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Scan to OCR

When you choose Scan to OCR, your document will be scanned and sent directly to the Macintosh you designated on your network. ControlCenter2 will activate Presto! PageManager and convert your document into text for viewing and editing from a word processing application on the designated PC. You can change the Scan configuration. (See *OCR (word processing application)* on page 185.)

1 Load your document.

2 Press ▲ (**Scan**).

3 Press ▲ or ▼ to choose Scan to PC.
Press **OK**.

4 Press ▲ or ▼ to choose OCR.
Press **OK**.
If your machine does not support Duplex Scan, go to step **6**.
If your machine supports Duplex Scan, go to step **5**.

5 Press ▲ or ▼ to choose 1sided, 2sided (L)edge or 2sided (S)edge.
Press **OK**.

6 Press ▲ or ▼ to choose the destination Macintosh you want to send to.
Press **OK**.
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination Macintosh on the control panel.
Press **OK**.

7 Press **Start**.
The machine starts the scanning process.

Note

The Scan to OCR function is available for English, French, German, Dutch, Italian, Spanish, Portuguese, Danish, Swedish, Japanese and Chinese.

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Scan to File

When you choose Scan to File, you can scan a black and white or color document and send it directly to a Macintosh you designate on your network. The file will be saved in the folder and file format that you have configured in ControlCenter2 on the designated Macintosh. You can change the Scan configuration. (See *File* on page 187.)

a Load your document.

b Press ◿ (**Scan**).

c Press ▲ or ▼ to choose Scan to PC.
Press **OK**.

d Press ▲ or ▼ to choose File.
Press **OK**.
If your machine does not support Duplex Scan, go to step **f**.
If your machine supports Duplex Scan, go to step **e**.

e Press ▲ or ▼ to choose 1sided, 2sided (L)edge or 2sided (S)edge.
Press **OK**.

f Press ▲ or ▼ to choose the destination Macintosh you want to send to.
Press **OK**.
If the LCD prompts you to enter a PIN number, enter the 4-digit PIN number for the destination Macintosh on the control panel.
Press **OK**.

g Press **Start**.
The machine starts the scanning process.

Note

- If you want the scanned data in color, choose color in the scan type on the **Device Button** tab of the ControlCenter2 configuration. If you want the scanned data in black and white, choose black and white in the scan type on the **Device Button** tab of the ControlCenter2 configuration. (See *File* on page 187.)

- If you would like to change the file name of scanned documents, enter the file name in the **File Name** section on the **Device Button** tab of the ControlCenter2 configuration.

- If you want to change the default file size, choose your preferred rate by moving the scroll bar on the **Device Button** tab of the ControlCenter2 configuration.

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Scan to FTP

When you choose Scan to FTP, you can scan a black and white or color document directly to an FTP server on your local network or on the internet.

The details required to use Scan to FTP can be entered by using Web Based Management to pre-configure and store the details in an FTP Profile.

Note

Scan to FTP is available when FTP profiles are configured using Web Based Management.

To use Web Based Management, type **http://xxx.xxx.xxx.xxx/** (where xxx.xxx.xxx.xxx is the IP address of your machine) into your browser, and then you can configure or change the settings in **FTP/Network Scan Profile** in **Administrator Settings**. You can configure up to ten FTP server profiles and you can choose what profile numbers (1 to 10) to use for Scan to FTP settings in **FTP/Network Scan Settings**.
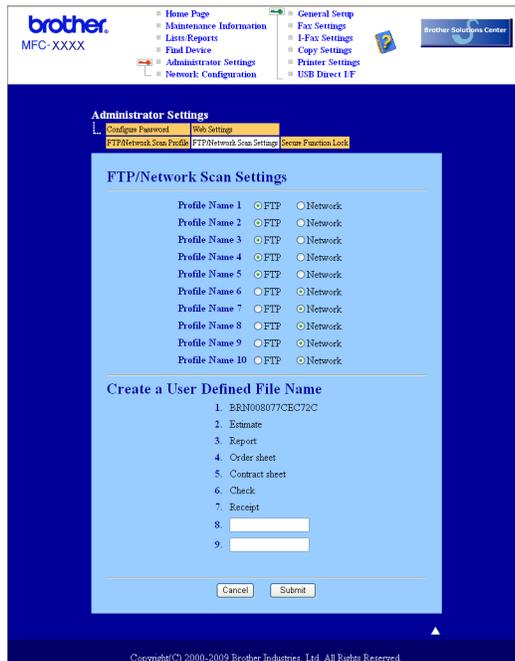
Note

If you want to find the IP address of your machine, press **Menu** and choose `Print Reports`, `Network Config`, and then press **Start** to print the report the network settings.

In addition to the seven preset file names you can store two user defined file names that can be used for creating an FTP Server Profile.

Choose **FTP/Network Scan Settings** in Web Based Management. In **Create a User Defined File Name**, enter a file name in one of the two user defined fields and click **Submit**. A maximum of 15 characters can be entered in each of the user defined name fields.

11

Configuring the FTP Default Settings

You can set Passive Mode to OFF or ON depending on your FTP server and network firewall configuration. By default this setting is OFF. You can also change the port number used to access the FTP server. The default for this setting is port 21. In most cases these two settings can remain as default.

1. Enter the name that you want to use for the profile of the FTP server. This name will be displayed on the LCD of the machine and can be up to 15 characters.

2. The Host Address is the domain name of the FTP server. Enter the Host Address (for example ftp.example.com) (up to 64 characters) or the IP address (for example 192.23.56.189).

3. Enter the Username that has been registered with the FTP server for the machine (up to 32 characters).

4. Enter the Password for access to the FTP server for the Username that was registered (up to 32 characters).

5. Enter the destination folder where your document will be stored on the FTP server (for example /brother/abc/) (up to 60 characters).

6. Choose the file name you want to use for the scanned document. You can choose from seven preset and two user defined File Names. The file name that will be used for your document will be the file name you selected plus the last 6 digits of the flatbed/ADF scanner counter plus the file extension (For example, Estimate098765.pdf). You can also manually enter a File Name up to 15 characters.

7. Choose the quality that the document will be scanned at from the pull-down list. You can choose **Color 100**, **Color 200**, **Color 300**, **Color 600**, **Gray 100**, **Gray 200**, **Gray 300**, **B&W 200** or **B&W 200x100**.

11

8 Choose the file type for the document from the pull-down list. You can choose **PDF**, **Secure PDF** or **JPEG** for color or gray scale documents and **PDF**, **Secure PDF** or **TIFF** for B/W document.

Note

If you choose **Secure PDF**, the machine will ask you to enter a 4 digit password using numbers 0-9 before it starts scanning.

Scan to FTP using FTP Server Profiles

1 Load your document.

2 Press ⬆ (**Scan**).

3 Press ▲ or ▼ to choose Scan to FTP.
Press **OK**.
If your machine does not support Duplex Scan, go to step 5.
If your machine supports Duplex Scan, go to step 4.

4 Press ▲ or ▼ to choose 1sided, 2sided (L)edge or 2sided (S)edge.
Press **OK**.

5 Press ▲ or ▼ to choose one of the FTP server profiles listed. Press **OK**.

   ■ If the Scan to FTP profile is complete, you will automatically go to step 9.

   ■ If the Scan to FTP profile is not complete, for instance, the quality or file type are not chosen, you will be prompted to enter any missing information in the following steps.

6 Choose one of the options below:

   ■ Press ▲ or ▼ to choose Color 100 dpi, Color 200 dpi, Color 300 dpi, Color 600 dpi, Gray 100 dpi, Gray 200 dpi or Gray 300 dpi.

      Press **OK** and go to step 7.

   ■ Press ▲ or ▼ to choose B&W 200 dpi or B&W 200x100 dpi.

      Press **OK** and go to step 8.

7 Press ▲ or ▼ to choose PDF, Secure PDF or JPEG.
Press **OK** and go to step 9.

8 Press ▲ or ▼ to choose PDF, Secure PDF or TIFF.
Press **OK**.

Note

If you choose Secure PDF, the machine will ask you to enter a 4 digit password using numbers 0-9 before it starts scanning.

9 Do one of the following:

   ■ If you want to start scanning, press **Start** and go to step 12.

   ■ If you want to change the file name, go to step 10.

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❿ Press ▲ or ▼ to choose a file name you want to use and press **OK**.
Press **Start** and go to step ⓬.

📝**Note**

If you want to change the file name manually, go to step ⓫.

⓫ Press ▲ or ▼ to choose `<Manual>`.
Press **OK**.
Enter the file name you want to use (up to 32 characters) and press **OK**.
Press **Start**.

⓬ The LCD shows `Connecting`. When the connection to the FTP server is successful the machine starts the scanning process.

Scan to Network

When you choose Scan to Network, you can scan documents directly to a shared folder on a CIFS server located on your local network or the internet. (For more information about CIFS sever, see the *Network User's Guide*.) The Scan to Network feature supports Kerberos and NTLMv2 authentication.

The details required to use Scan to Network can be entered by using Web Based Management to pre-configure and store the details in a Scan to Network profile. The Scan to Network profile stores user information and configuration settings for use on a network, or the internet.

Note

Scan to Network is available when Scan to Network profiles are configured by using Web Based Management.

To use Web Based Management, type **http://xxx.xxx.xxx.xxx/** (where xxx.xxx.xxx.xxx is the IP address of your machine) into your browser, and then you can configure or change the settings in **FTP/Network Scan Profile** in **Administrator Settings**. You can configure up to ten Scan to Network profiles and you can choose what profile numbers (1 to 10) to use for Scan to Network settings in **FTP/Network Scan Settings**.
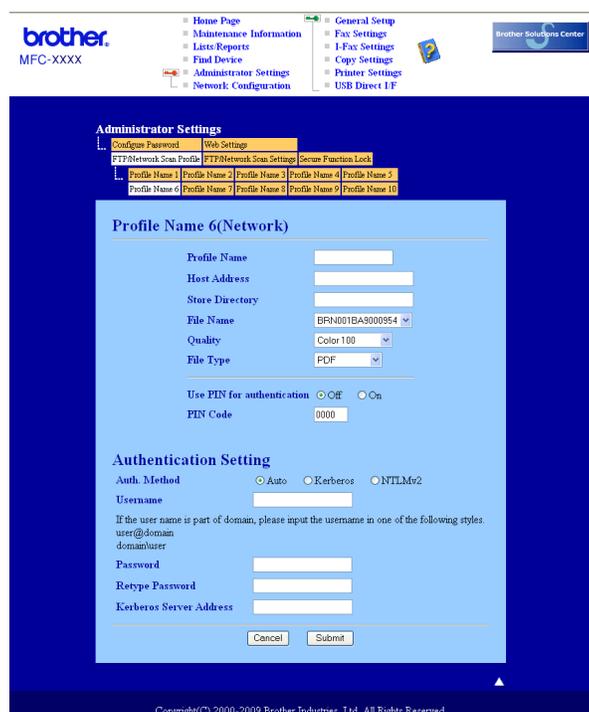
In addition to the seven preset file names you can store two user defined file names that can be used for creating an Scan to Network profile.

Choose **FTP/Network Scan Settings** in Web Based Management. In **Create a User Defined File Name**, enter a file name in one of the two user defined fields and click **Submit**. A maximum of 15 characters can be entered in each of the user defined name fields.

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Configuring the Scan to Network Default Settings

1. Choose **Network** in **FTP/Network Scan Settings** from **FTP/Network Scan Settings** tab. Click **Submit**.

2. Choose the Profile you want to configure in the **FTP/Network Scan Profile** tab.

3. Enter the name that you want to use for the Scan to Network profile. This name will be displayed on the LCD of the machine and can be up to 15 characters.

4. The Host Address is the domain name of the CIFS server. Enter the Host Address (for example ftp.example.com) (up to 64 characters) or the IP address (for example 192.23.56.189).

5. Enter the destination folder where your document will be stored on the CIFS server (for example /brother/abc/) (up to 60 characters).

6. Choose the file name you want to use for the scanned document. You can choose from seven preset and two user defined File Names. The file name that will be used for your document will be the file name you selected plus the last 6 digits of the flatbed/ADF scanner counter plus the file extension (For example, Estimate098765.pdf). You can also manually enter a File Name up to 15 characters.

7. Choose the quality that the document will be scanned at from the pull-down list. You can choose **Color 100**, **Color 200**, **Color 300**, **Color 600**, **Gray 100**, **Gray 200**, **Gray 300**, **B&W 200** or **B&W 200x100**.

h Choose the file type for the document from the pull-down list. You can choose **PDF**, **Secure PDF** or **JPEG** for color or gray scale documents and **PDF**, **Secure PDF** or **TIFF** for B/W document.

Note

If you choose **Secure PDF**, the machine will ask you to enter a 4 digit password using numbers 0-9 before it starts scanning.

i If you want to protect the profile, check **Use PIN for authentication** and enter a 4-digit PIN number in **PIN Code**.

j Choose the authentication method. You can choose Auto, Kerberos or NTLMv2.
If you choose Auto the authentication method will be detected automatically.

k Enter the Username that has been registered with the CIFS server for the machine (up to 32 characters).

l Enter the Password for access to the CIFS server (up to 32 characters).

m If you want to set Kerberos Server Address manually, enter the Kerberos Server Address (for example /brother/abc/) (up to 60 characters).

Scan to Network using Scan to Network Profiles

a Load your document.

b Press ⏏ (**Scan**).

c Press ▲ or ▼ to choose Scan to Network.
Press **OK**.

d Press ▲ or ▼ to choose 1sided, 2sided (L)edge or 2sided (S)edge.
Press **OK**.

e Press ▲ or ▼ to choose one of the profiles listed.
Press **OK**.

f If you check **Use PIN for authentication** in **FTP/Network Scan Profile** of Web Based Management, the LCD will prompts you to enter a PIN number. Enter the 4-digit PIN number and then press **OK**.

■ If the profile is complete, you will automatically go to step j.

■ If the profile is not complete, for instance, the quality or file type are not chosen, you will be prompted to enter any missing information in the following steps.

g Choose one of the options below:

■ Press ▲ or ▼ to choose Color 100 dpi, Color 200 dpi, Color 300 dpi, Color 600 dpi, Gray 100 dpi, Gray 200 dpi or Gray 300 dpi.

Press **OK** and go to step h.

■ Press ▲ or ▼ to choose B&W 200 dpi or B&W 200x100 dpi.

Press **OK** and go to step i.

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8 Press ▲ or ▼ to choose PDF, Secure PDF or JPEG.
Press **OK**, and go to step ❿.

9 Press ▲ or ▼ to choose PDF, Secure PDF or TIFF.
Press **OK**.

Note

If you choose Secure PDF, the machine will ask you to enter a 4 digit password using numbers 0-9 before it starts scanning.

❿ Do one of the following:

■ If you want to start scanning, press **Start**.

■ If you want to change the file name, go to step ⓫.

⓫ Press ▲ or ▼ to choose a file name you want to use and press **OK**.
Press **Start**.

Note

If you want to change the file name manually, go to step ⓬.

⓬ Press ▲ or ▼ to choose <Manual>.
Press **OK**.
Enter the file name you want to use (up to 32 characters) and press **OK**.
Press **Start**.

How to set a new default for the file size (For Scan to E-mail (E-mail server), Scan to FTP, Scan to Network)

You can set your own default setting for the file size. For a higher quality scan, choose the large file size. For a smaller file size, choose the small file size.

1 Press **Menu**, **1**.

2 Press ▲ or ▼ to choose Document Scan. Press **OK**.

3 Press ▲ or ▼ to choose File Size. Press **OK**.

4 Press ▲ or ▼ to choose 1.Color or 2.Gray. Press **OK**.

5 Press ▲ or ▼ to choose Small, Middle or Large. Press **OK**.

6 Press **Stop/Exit**.

Note

You cannot choose the file size when you scan a document in black and white. Black and white documents will be stored in the TIFF file format and the data will not be compressed.

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How to set a new default for the Duplex Scan mode (For Scan to E-mail (E-mail server) only)

You can set your own default setting for the Duplex Scan mode. You can choose from two types of layout, long edge or short edge.

1. Press **Menu**, **1**.

2. Press ▲ or ▼ to choose Document Scan. Press **OK**.

3. Press ▲ or ▼ to choose Duplex Scan. Press **OK**.

4. Press ▲ or ▼ to choose Long edge or Short edge. Press **OK**.

5. Press **Stop/Exit**.

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Remote Setup (MFC models only)

Remote Setup

The **Remote Setup** application lets you configure many machine and network settings from a Macintosh application. When you access this application, the settings on your machine will be downloaded automatically to your Macintosh and displayed on your Macintosh screen. If you change the settings, you can upload them directly to the machine.

📝 **Note**

The **Remote Setup** application icon is in **Macintosh HD**/**Library**/**Printers**/**Brother**/**Utilities**.
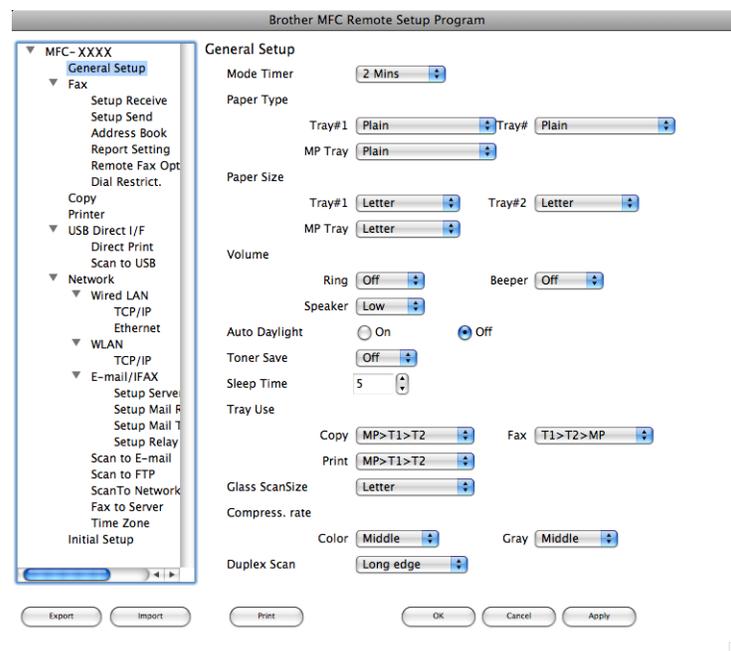
- **OK**

  Lets you start uploading data to the machine and exit the Remote Setup application. If an error message is displayed, enter the correct data again and then click **OK**.

- **Cancel**

  Lets you exit the Remote Setup application without uploading data to the machine.

- **Apply**

  Lets you upload data to the machine without exiting the Remote Setup application.

- **Print**

  Lets you print the chosen items on the machine. You cannot print the data until it is uploaded to the machine. Click **Apply** to upload the new data to the machine and then click **Print**.

- **Export**

  Lets you save the current configuration setting to a file.

■ **Import**

Lets you read the setting from a file.

Note

- You can use the **Export** button to save Quick Dial or all your settings for your machine.

- If you need to change the machine that was registered to your Macintosh during the installation of MFL-Pro Suite (see the *Quick Setup Guide*), or if the network environment was changed, you need to specify the new machine. Open the **Device Selector** and choose the new machine. (For network users only)

- If the Secure Function Lock is set to on, you cannot use **Remote Setup**.

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Visit us on the World Wide Web
http://www.brother.com/

These machines are made for use in the USA and CANADA only. We cannot recommend using them overseas because it may violate the Telecommunications Regulations of that country and the power requirements of your multi-function center may not be compatible with the power available in foreign countries. **Using USA or CANADA models overseas is at your own risk and may void your warranty.**