



# Your PDF Guides

You can read the recommendations in the user guide, the technical guide or the installation guide for BROTHER MFC-215C. You'll find the answers to all your questions on the BROTHER MFC-215C in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

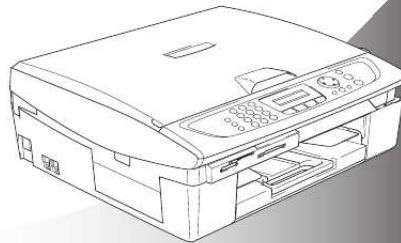
User manual BROTHER MFC-215C  
User guide BROTHER MFC-215C  
Operating instructions BROTHER MFC-215C  
Instructions for use BROTHER MFC-215C  
Instruction manual BROTHER MFC-215C

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**USER'S GUIDE**

MFC-215C

MFC-425CN



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### Manual abstract:

Do not handle the plug with wet hands. Doing this might cause an electrical shock. To prevent injuries, be careful not to put your hands on the edge of the machine under the scanner cover. To prevent injuries, be careful not to touch the area shaded in the illustration. When you move the machine, place a hand at each side of the unit so you are supporting the base when you lift it. (See the illustration on the right.) Do not carry the machine by holding the scanner cover.

Most of the illustrations in this User's Guide show the MFC-215C. ii **WARNING** Use caution when installing or modifying telephone lines. Never touch telephone wires or terminals that are not insulated unless the telephone line has been disconnected at the wall socket.

Never install telephone wiring during a lightning storm. Never install a telephone wall socket in a wet location. This product must be installed near an electrical socket that is easily accessible. In case of emergencies, you must disconnect the power cord from the electrical socket in order to shut off power completely. **IMPORTANT SAFETY INSTRUCTIONS** When using your telephone equipment, basic safety precautions should always be followed to reduce the risk of fire, electric shock and injury to persons, including the following: 1.

Do not use this product near water, for example, near a bath tub, wash bowl, kitchen sink or washing machine, in a wet basement or near a swimming pool. 2.

Avoid using this product during an electrical storm. There may be a remote risk of electric shock from lightning. 3.

Do not use this product to report a gas leak in the vicinity of the leak. **SAVE THESE INSTRUCTIONS** iii **Choosing a location** Place your machine on a flat, stable surface that is free of vibration and shocks, such as a desk. Put the machine near a telephone socket and a standard, grounded electrical socket. Choose a location where the temperature remains between 10° and 35°C. **Caution** Avoid placing your machine in a high-traffic area. Avoid placing your machine on the carpet. Do not place near heaters, air conditioners, water, chemicals, or refrigerators. Do not expose the machine to direct sunlight, excessive heat, moisture, or dust. Do not connect your machine to electrical sockets controlled by wall switches or automatic timers. Disruption of power can wipe out information in the machine's memory.

Do not connect your machine to electrical sockets on the same circuit as large appliances or other equipment that might disrupt the power supply. Avoid interference sources, such as speakers or the base units of cordless phones. iv **Quick Reference Guide Sending Black & White Faxes Automatic Transmission Sending from the ADF (MFC-425CN only)** 1 If it is not illuminated in green, press (Fax). 2 Load your document. 3 Enter the fax number using Speed-Dial, Search or the dial pad. 4 Press Mono Start. 6 7 Place the next page on the scanner glass. Press Menu/Set. The MFC starts scanning. (Repeat step 5 and 6 for each additional page.

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Enter the fax number using Speed-Dial, Search or the dial pad. Press Mono Start. The MFC starts scanning the first page. Next Page? 1.Yes 2.

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Press 1 to send more than one page and go to step 6. v **Dialling operations Speed-Dialling** 1 If it is not illuminated in green, press (Fax). 2 Load your document. 3 Press Search/Speed Dial, press #, and then press the two-digit Speed-Dial number. 4 Press Mono Start or Making copies 1 2 3 Press (Copy) to illuminate it in green. Load your document.

Press Mono Start or Colour Start. **Colour Start.** Using Search 1 2 3 4 5 If it is not illuminated in green, press (Fax). Load your document. Press Search/Speed Dial, and then enter the first letter of the name you're looking for. Press or to search the memory. Press Mono Start or Colour Start. vi **How to access the complete User's Guide** This User's Guide does not contain all the information about the machine such as how to use the advanced features of the Printer, Scanner, PC Fax and Network. When you are ready to learn detailed information about these operations, read the complete User's Guide that is on the CD-ROM. PC-Fax Receiving and Network are not available for MFC-215C.

To view Documentation (For Windows®) From the Start menu, select Brother, MFL Pro Suite MFC-XXXX (Where XXXX is your model name) from the Programs Group, and then select User's Guide. --OR-- 1 Turn on your PC. Insert the Brother CD-ROM labelled Windows® into your CD-ROM drive. 2 If the model name screen appears, click your model name. 3 If the language screen appears, click your language.

The CD-ROM main menu will appear. If this window does not appear, use Windows® Explorer to run the setup.exe program from the root directory of the Brother CD-ROM. 4 Click Documentation. vii 5 Click the documentation you want to read.

**Quick Setup Guide: Setup and Software Installation Instructions User's Guide (3 manuals): User's Guide for stand-alone operations, Software User's Guide and Network User's Guide (MFC-425CN only) PaperPort® User's Guide: Document Management Software How to find Scanning instructions** There are several ways you can scan documents. You can find the instructions as follows: Software User's Guide: Scanning on page 2-1 (For Windows®

98/98SE/Me/2000 Professional and Windows® XP) ControlCenter2 on page 3-1 (For Windows® 98/98SE/Me/2000 Professional and Windows® XP) Network Scanning (MFC-425CN only) on page 4-1 PaperPort® User's Guide Instructions for scanning directly from ScanSoft® PaperPort® viii **To view Documentation (For Macintosh®)** 1 Turn on your Macintosh®. Insert the Brother CD-ROM labelled Macintosh® into your CD-ROM drive. The following window will appear. (Mac OS® X) 2 3 4 Double-click the Documentation icon. The select Language screen appears, double-click your language. Click the documentation you want to read. **Quick Setup Guide: Setup and Software Installation Instructions User's Guide (3 manuals): User's Guide for stand-alone operations, Software User's Guide and Network User's Guide (MFC-425CN only) How to find Scanning instructions** There are several ways you can scan documents. You can find the instructions as follows: Software User's Guide: Scanning on page 9-1 (For Mac OS® 9.1-9.

2/Mac OS® X 10.



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.... R-1 G S 13 14 xvi I Introduction Using this Guide Thank you for buying a Brother Multi-Function Center (MFC). Your machine is simple to use, with LCD screen instructions to guide you through programming it. You can make the most of your machine by reading through this Guide. Finding information All the chapter headings and subheadings are listed in the Table of Contents. You will be able to find information about a specific feature or operation by checking the Index at the back of this Guide. Symbols used in this Guide Throughout this Guide you will see special symbols alerting you to important warnings, notes and actions.

To make things clearer and to help you press the correct keys, we used special fonts and added some of the messages that will appear in the LCD. Bold Italics Bold typeface identifies specific keys on the machine control panel. Italicized typeface emphasizes an important point or refers you to a related topic. Courier New Courier New type face identifies the messages on the LCD of the machine. Warnings inform you what to do to avoid possible personal injury. Cautions specify procedures you must follow or avoid to prevent possible damage to the machine or other objects. Notes tell you how you should respond to a situation that may arise or give tips about how the operation works with other features. Improper Setup alerts you to devices and operations that are not compatible with the machine. INTRODUCTION 1 - 1 Control panel overview 1 Redial/Pause Redials the last number you called. It also inserts a pause in quick dial numbers.

5 Mode keys: PhotoCapture Lets you access the PhotoCapture Center™ mode. Copy Lets you access Copy mode. Fax Lets you access Fax mode. Scan Lets you access Scan mode. 2 Hook Press before dialling if you want to make sure a fax machine will answer, and then press Mono Start or Colour Start. 3 Ink Management Lets you clean the print head, check the print quality, and check the available ink volume. 4 Dial Pad Use these keys to dial telephone or fax numbers and as a keyboard for entering information into the machine. The # key lets you temporarily switch the dialling mode during a telephone call from Pulse to Tone. (Not available in New Zealand) 6 Copy Options You can quickly and easily select temporary settings for copying. 7 Fax Resolution Sets the resolution when you send a fax.

8 Mono Start Lets you start sending faxes or make copies in black and white. Also lets you start a scanning operation (in colour or mono, depending on the scanning setting in the ControlCenter2 software). 1 - 2 INTRODUCTION 9 Colour Start Lets you start sending faxes or make copies in full colour. Also lets you start a scanning operation (in colour or mono, depending on the scanning setting in the ControlCenter2 software). Search/Speed Dial Lets you look up numbers that are stored in the dialling memory. It also lets you dial stored numbers by pressing # and a two-digit number. < Stop/Exit Stops an operation or exits from the menu. A Navigation keys: Menu/Set The same key is used for Menu and Set operations. Lets you access the Menu to program and store your settings in the machine. When using the speaker or during ringing in fax mode, you can press these keys to adjust the volume.

Press to scroll backward to a menu selection. or Press to scroll through the menus and options. B Liquid Crystal Display (LCD) Displays messages on the screen to help you set up and use your machine. The LCD examples in this guide are for models with a two-line display. There may be slight differences between the examples provided and models with a one-line display. C Power Save You can turn the machine to power save condition. INTRODUCTION 1 - 3 Turning the machine to Power Save condition When the machine is idle, you can turn it to Power Save condition by pressing the Power Save key. In Power Save mode, the machine will receive telephone calls as normal. For further information on receiving faxes in the power save condition, please see the table on page 1-5. The delayed faxes that have been set up will be sent (MFC-425CN only).

You can even retrieve faxes using Remote Retrieval if you are away from your machine (MFC-425CN only). If you want to do other operations, you must turn the machine back on. Turning the machine to Power Save condition Press and hold down the Power Save Shutting Down key until the LCD shows: The LCD light will go off. Turning the machine to Power Save condition off Press and hold down the Power Save Please Wait key until the LCD shows: The LCD will show the date and time (Fax mode). Even if you turned the machine off, it will periodically clean the print head to preserve print quality.

If you unplug the AC power cord, no machine operations will be available. You can turn the machine Off by customizing the Power Save key as shown next page. In this Off mode, no machine operation will be available. (See Power Save Setting on page 1-5.) The external telephone is always available.

1 - 4 INTRODUCTION Power Save Setting You can customize the machine's Power Save key. The default mode is Fax Receive:On, so your machine can receive faxes or calls even when the machine is in Power Save mode. If you do not want your machine to receive faxes or calls, turn this setting to Fax Receive:Off. (See Turning the machine to Power Save condition on page 1-4.) 1 2 3 4 Press Menu/Set, 1, 5. Press or to select Off (or On). Press Menu/Set. Press Stop/Exit. (For MFC-425CN) On/Off Setting Fax Receive:On (default) Receive Mode Fax Only External TAD Available Operations Fax Receive, Fax Detect, Delayed Fax, Remote Fax Option, Remote Retrieval: You cannot receive a fax with Mono Start or Colour Start. Delayed Fax and Remote Fax Option should be set before you switch off the machine.

Delayed Fax, Fax Detect: You cannot receive a fax with Mono Start or Colour Start. \* You cannot receive a fax automatically even if you have set the receive mode to Fax/Tel. Delayed Fax should be set before you switch off machine. No machine operations will be available. Manual Fax/Tel\* Fax Receive:Off -- (For MFC-215C) On/Off Setting Fax Receive:On (default) Receive Mode Fax Only External TAD Manual Fax/Tel\* Available Operations Fax Receive, Fax Detect: You cannot receive a fax with Mono Start or Colour Start. Fax Detect: You cannot receive a fax with Mono Start or Colour Start. \* You cannot receive a fax automatically even if you have set the receive mode to Fax/Tel. No machine operations will be available.



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Fax Receive:Off -- INTRODUCTION 1 - 5 Load documents You can send a fax, make copies, and scan from the ADF (Automatic Document Feeder) or from the scanner glass. Using the ADF (Automatic Document Feeder) (MFC-425CN only) The ADF can hold up to 10 pages and feeds each sheet individually. Use standard (80 gsm) paper and always fan the pages before putting them in the ADF. DO NOT use paper that is curled, wrinkled, folded, ripped, stapled, paper clipped, pasted or taped. DO NOT use cardboard, newspaper or fabric. (To fax, copy or scan this kind of document, see Using the scanner glass on page 1-8.) Make sure documents written with ink are completely dry.

Documents to be faxed must be from 147 to 216 mm wide and 147 to 356 mm long. 1 - 6 INTRODUCTION 1 2 3 Fan the pages well. Make sure you put the documents face down, top edge first in the ADF until you feel them touch the feed roller. Adjust the paper guides to fit the width of your documents. Unfold the ADF Document Output Support Flap.

ADF Document Output Support Flap DO NOT pull on the document while it is feeding. To use the ADF, the scanner glass must be empty. INTRODUCTION 1 - 7 Using the scanner glass You can use the scanner glass to fax pages of a book or one page at a time. Documents can be up to 216 mm wide and 297 mm long. To use the scanner glass, the ADF must be empty. 1 Lift the document cover. Place documents face down on the Scanner Glass 2 3 Using the document guidelines on the left, center the document face down on the scanner glass. Close the document cover. If the document is a book or is thick, do not slam the cover or press on it. 1 - 8 INTRODUCTION About paper The print quality can be affected by the type of paper you use in the machine.

To get the best print quality for the settings you've chosen, always set the Paper Type to match the type of paper you load. You can use plain paper, inkjet paper (coated paper), glossy paper, transparencies and envelopes. We recommend testing various paper types before purchasing large quantities. For best results, use the recommended paper. When you print on inkjet paper (coated paper), transparencies and glossy paper, be sure to select the proper media in the "Basic" tab of the printer driver or in the Paper Type setting of the menu (Menu/Set, 1, 2). When you print on Brother glossy paper, load the instruction sheet included with the glossy paper in the paper tray first, and then place the glossy paper on the instruction sheet. When you use transparencies or glossy paper, remove each sheet immediately to prevent smudging or paper jams. Avoid touching the printed surface of the paper immediately after printing. The surface may not be completely dry and may stain your fingers. Recommended Paper To get the best print quality, we suggest using Brother paper.

(See table below.) If Brother paper is not available in your country, we recommend testing various papers before purchasing large quantities. We recommend using "3M Transparency Film" when you print on transparencies. Brother Paper Paper Type A4 Plain A4 Glossy A4 Inkjet (Photo Matte) 10 x 15 cm Glossy BP60PA BP60GLA BP60MA BP60GLP INTRODUCTION 1 - 9 Item Handling and using special paper Store paper in its original packaging, and keep it sealed. Keep the paper flat and away from moisture, direct sunlight and heat.

The coated side of glossy paper is shiny. Avoid touching the shiny (coated) side. Load glossy paper with the shiny side facing down. Avoid touching either side of transparencies because they absorb water and perspiration easily, and this may cause decreased output quality. Transparencies designed for laser printers/copiers may stain your next document.

Use only transparencies recommended for inkjet printing. Do not use paper: that is damaged, curled, wrinkled, or irregularly shaped 2 mm or longer 2 mm or longer that is extremely shiny or highly textured that was previously printed by a printer that cannot be arranged uniformly when stacked that is made with a short grain Do not use cardboard, newspaper or fabric. 1 - 10 INTRODUCTION Paper type and size for each operation Usage Fax Yes Paper Type Paper Size Cut Paper Letter 216 x 279 mm (8 1/2" x 11") A4 210 x 297 mm (8.3" x 11.7") Legal 216 x 356 mm (8 1/2" x 14") Executive 184 x 267 mm (7 1/4" x 10 1/2") JIS B5 182 x 257 mm (7.2" x 10.1") A5 148 x 210 mm (5.8" x 8.3") A6 105 x 148 mm (4.1" x 5.

8") Cards Photo 102 x 152 mm (4" x 6") Photo L 89 x 127 mm (3 1/2" x 5") Photo 2L 127 x 178 mm (5" x 7") Index Card 127 x 203 mm (5" x 8") Post Card 1 100 x 148 mm (3.9" x 5.8") Post Card 2 (Double) 148 x 200 mm (5.8" x 7.9") Envelopes C5 Envelope 162 x 229 mm (6.4" x 9") DL Envelope 110 x 220 mm (4.3" x 8.7") COM-10 105 x 241 mm (4 1/8" x 9 1/2") Monarch 98 x 191 mm (3 7/8" x 7 1/2") JE4 Envelope 105 x 235 mm (4.1" x 9.3") Transparencies Letter 216 x 279 mm (8 1/2" x 11") INTRODUCTION 1 - 11 A4 210 x 297 mm (8.

3" x 11.7") Paper weight, thickness and capacity Paper Type Cut Paper Plain Paper Inkjet Paper Glossy Paper Cards Photo Card Index Card Post Card Envelopes Transparencies Weight 64 to 120 gsm (17 to 32 lb) 64 to 200 gsm (17 to 53 lb) Up to 220 gsm (Up to 58 lb) Up to 240 gsm (Up to 64 lb) Up to 120 gsm (Up to 32 lb) Up to 200 gsm (Up to 53 lb) 75 to 95 gsm (20 to 25 lb) - Thickness 0.08 to 0.15 mm (0.003" to 0.

006") 0.08 to 0.25 mm (0.003" to 0.01") Up to 0.25 mm (Up to 0.01") Up to 0.28 mm (Up to 0.01") Up to 0.15 mm (Up to 0.006") Up to 0.23 mm (Up to 0.01") Up to 0.52 mm (Up to 0.02") - No.

of sheets 100\* 20 20 20 30 30 10 10 \* Up to 50 sheets for Legal size paper (80 gsm). \* Up to 100 sheets of 80 gsm. Paper capacity of the output paper tray Output Paper Tray Up to 25 sheets of 80 gsm (A4) Transparencies or glossy paper must be picked up from the output paper tray one page at a time to avoid smudging. Legal paper cannot be stacked on the output paper tray. 1 - 12 INTRODUCTION Printable area The printable area depends on the settings in the application you are using. The figures below show the unprintable areas on cut sheet paper and envelopes. Cut Sheet Paper Envelopes 3 1 4 1 3 4 2 unprintable area 2 3Left 3 mm (0 mm)\*1 3 mm 4Right 3 mm (0 mm)\*1 3 mm 1Top Cut Sheet Envelopes 3 mm (0 mm)\*1 12 mm 2Bottom 3 mm (0 mm)\*1 24 mm \*1 When you set the Borderless feature to On. Printable area depends on the Printer driver settings.



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The figures above are approximate and the printable area may vary depending on the type of cut sheet paper you are using. INTRODUCTION 1 - 13 How to load paper, envelopes and post cards To load paper or other media 1 Pull the paper tray completely out of the machine and remove the output paper tray. Output Paper Tray 2 Press and slide the paper side guide to fit the paper width. Paper Side Guide 3 Pull out the paper support and unfold the paper support flap. Paper Support Paper Support Flap Use the paper support flap for Letter, Legal and A4. 1 - 14 INTRODUCTION 4 Fan the stack of paper well to avoid paper jams and mis-feeds. 5 Gently insert the paper into the paper tray print side down and the leading edge (top of the paper) in first.

Check that the paper is flat in the tray and below the maximum paper mark. Maximum Paper Mark Make sure the paper side guides touch the sides of the paper. Be careful that you do not push the paper in too far; it may lift at the back of the tray and cause feed problems. 6 Put the output paper tray back on and push the paper tray firmly back into the machine. INTRODUCTION 1 - 15 To load envelopes Use envelopes that weigh from 75-95 gsm.

Some envelopes require margin settings in the application. Make sure you do a test print first. To prevent possible damage to the feeding mechanism, do not use the types of envelopes shown below. DO NOT USE ENVELOPES: that are of a baggy construction that are embossed (have raised writing on them) that have clasps on them that are not sharply creased that are preprinted on the inside Rounded flap Double flap Triangular flap Glue How to load envelopes. 1

Before loading, press the corners and sides of the envelopes to make them as flat as possible. If the envelopes are 'double-feeding,' put one envelope in the paper tray at a time. 1 - 16 INTRODUCTION 2 Insert the envelopes into the paper tray with the address side down and the leading edge (top of the envelopes) in first. Slide the paper side guide to fit the width of the envelopes. If you have problems when printing on envelopes, try the following suggestions: 1 Open the envelope flap. 2 Make sure the open flap is either to the side of the envelope or to the back edge of the envelope when printing.

3 Adjust the size and margin in your application. To load post cards 1 Raise the paper stop and insert the post cards into the paper tray. Slide the paper side guide to fit the width of the post cards. INTRODUCTION 1 - 17 About fax machines Fax tones and handshake When someone is sending a fax, the machine sends fax calling tones (CNG tones). These are quiet, intermittent beeps every 4-seconds. You'll hear them after you dial and press Mono Start or Colour Start and they will continue for about 60 seconds after dialling. During that time, the sending machine must begin the "handshake", or connection, with the receiving machine. Each time you use automatic procedures to send a fax, you are sending CNG tones over the phone line. You will soon learn to listen for these quiet beeps each time you answer a phone on your fax line, so you will know if you are receiving a fax message. The receiving fax responds with fax receiving tones, which are loud, chirping sounds.

A receiving fax chirps for about 40 seconds over the phone line, and the LCD shows Receiving. If your machine is set to the Fax Only mode, it will answer every call automatically with fax receiving tones. If the other person hangs up, your machine will continue to send the "chirps" for about 40 seconds, and the LCD continues to show Receiving. To cancel receiving, press Stop/Exit. The fax 'handshake' is the time in which the sending machine's CNG tones and the receiving machine's "chirps" overlap.

This must be for at least 2 to 4 seconds, so both machines can understand how each is sending and receiving the fax. The handshake cannot begin until the call is answered, and the CNG tones only last for about 60 seconds after the number is dialled. So it is important for the receiving machine to answer the call in as few rings as possible. When you have an external Telephone Answering Device (TAD) on your fax line, your TAD will decide the number of rings before the call is answered. 1 - 18 INTRODUCTION ECM (Error Correction Mode) The Error Correction Mode (ECM) is a way for the machine to check a fax transmission while it is in progress.

If the machine detects errors during fax transmission, it resends the pages of the fax that had an error. ECM transmissions are only possible between fax machines that both have this feature. If they do, you may send and receive fax messages that are continuously being checked by the machine. Your machine must have enough memory for this feature to work. Multi-Line connections (PABX) Most offices use a central telephone system. Brother recommends that all our Fax/MFC machines be connected to a discreet (dedicated) line. Although a particular PABX may appear to work with a particular model of fax machine, we cannot guarantee that the unit will operate correctly. While it is often relatively simple to connect a fax machine to a PABX, (Private Automatic Branch Exchange), we suggest that you contact the company that installed your telephone system and ask them to connect the fax machine for you. Brother does not recommend the use of a PABX line. PABX limitations in general can cause some functions of the fax machine not to work correctly.

INTRODUCTION 1 - 19 2 Getting started Initial Setup Setting the Date and Time When the machine is not in use it will display the date and time. If you set up the Station ID, the date and time displayed by your machine will be printed on every fax you send. If there is a power failure, you may have to reset the date and time. No other settings will be affected. 1 2 3 4 5 6 Press Menu/Set, 0, 2. Enter the last two digits of the year. Press Menu/Set. Enter two digits for the month. Press Menu/Set. (For example, enter 09 for September, or 10 for October.

) Enter two digits for the day. Press Menu/Set. (For example, enter 06 for 6th.) Enter the time in 24-Hour format. Press Menu/Set.

(For example, enter 15:25 for 3:25 P.M.) Press Stop/Exit. The LCD now shows the date and time whenever the machine is in Fax mode. Setting Tone or Pulse dialling mode (Not available in New Zealand) Your machine comes set for Tone dialling service (Multi-frequency).

If you have Pulse dialling service (rotary), you need to change the dialling mode. 1 Press Menu/Set, 0, 4. 2 Press or to select Pulse (or Tone). Press Menu/Set. 3 Press Stop/Exit. 2 - 1 GETTING STARTED Setting the Station ID You should store your name or company name and fax number so they print on all fax pages you send. It is important that you enter the fax number in the internationally standardized format, i.e. in accordance with the following strict sequence:

1 2 Press Menu/Set, 0, 3.



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Enter your fax number (up to 20 digits).

Press Menu/Set. You cannot enter a hyphen in the fax number. To enter a space press once between numbers. 3 4 Use the dial pad to enter your name (up to 20 characters). (See Entering Text on page B-11.) Press Menu/Set. Press Stop/Exit. If the Station ID has already been programmed, the LCD will ask you to press 1 to make a change or 2 to exit without changing. GETTING STARTED 2 - 2 General Setup Setting the Mode Timer The machine has four temporary mode keys on the control panel: PhotoCapture, Copy, Fax and Scan. You can change the number of seconds or minutes the machine takes after the last Copy, Scan or PhotoCapture operation before it returns to Fax mode.

If you select Off, the machine stays in the mode you used last. 1 2 3 4 Press Menu/Set, 1, 1. Press or to select 0 Sec, 30 Secs, 1 Min, 2 Mins, 5 Mins or Off. Press Menu/Set. Press Stop/Exit.

Setting the Paper Type To get the best print quality, set the machine for the type of paper you are using. 1 2 3 Press Menu/Set, 1, 2. Press or to select Plain, Inkjet, Glossy or Transparency. Press Menu/Set. Press Stop/Exit.

The machine ejects paper with printed surfaces face up onto the paper tray in the front of the machine. When you use transparencies or glossy paper, remove each sheet immediately to prevent smudging or paper jams. 2 - 3 GETTING STARTED Setting the Paper Size You can use five sizes of paper for printing copies: Letter, Legal, A4, A5, and 10 x 15 cm and three sizes for printing faxes: Letter, Legal and A4. When you change the type of paper you load in the machine, you will need to change the setting for Paper Size at the same time so your machine can fit an incoming fax on the page. 1 2 3 Press Menu/Set, 1, 3. Press or to select Letter, Legal, A4, A5 or 10x15cm. Press Menu/Set. Press Stop/Exit. Setting the Ring Volume You can turn the ring Off or you can select the ring volume level. Press Menu/Set, 1, 4, 1.

Press or to select Low, Med, High or Off. Press Menu/Set. 3 Press Stop/Exit. --OR-- You can adjust the ring volume when your machine is idle (not being used). In Fax mode, press or to adjust the volume level. Every time you press these keys, the machine will ring so you can hear the active setting as the LCD shows it. The volume changes with each key press. The new setting will stay until you change it again. 1 2 Setting the Beeper Volume You can change the beeper volume. The default (factory) setting is Low.

When the beeper is on, the machine will beep when you press a key, make a mistake or you send or receive a fax. 1 2 3 Press Menu/Set, 1, 4, 2. Press or to select your option. (Low, Med, High or Off) Press Menu/Set. Press Stop/Exit.

GETTING STARTED 2 - 4 Setting the Speaker Volume You can adjust the machine's one-way speaker volume. 1 2 3 Press Menu/Set, 1, 4, 3. Press or to select Low, Med, High or Off. Press Menu/Set. Press Stop/Exit.

Setting the LCD Contrast You can adjust the LCD contrast for a sharper and more vivid display. If you are having difficulty reading the LCD from your position, try changing the contrast setting for improved viewing. 1 2 3 Press Menu/Set, 1, 6. Press or to select Light or Dark. Press Menu/Set. Press Stop/Exit. 2 - 5 GETTING STARTED 3 Setup Send How to enter Fax mode Before sending faxes, make sure green. If not, press setting is Fax. (Fax) is illuminated in (Fax) to enter Fax mode. The default How to dial You can dial in any of the following ways.

Manual dialling Press all of the digits of the phone or fax number. SETUP SEND 3 - 1 Speed-Dialling Press Search/Speed Dial, #, and then the two digit Speed-Dial number. (See Storing Speed-Dial numbers on page 5-1.) two-digit number If the LCD shows Not Registered when you enter the Speed-Dial number, a number has not been stored for it. Search You can search for names you have stored in the Speed-Dial memories. Press Search/Speed Dial and the navigation keys to search. (See Storing Speed-Dial numbers on page 5-1.) To search numerically or To search alphabetically\* \* To search alphabetically, you can use the dial pad to enter the first letter of the name you are looking for. Fax Redial If you are sending a fax manually and the line is busy, press Redial/Pause, and then press Mono Start or Colour Start to try again. If you want to make a second call to the last number dialled, you can save time by pressing Redial/Pause and Mono Start or Colour Start.

Redial/Pause only works if you dialled from the control panel. If you are sending a fax automatically and the line is busy, the machine will automatically redial up to three times at five minutes intervals. 3 - 2 SETUP SEND How to Fax Colour fax transmission Your machine can send a colour fax to machines that support this feature. However, colour faxes cannot be stored in the memory. When you send a colour fax, the machine will send it in real time (even if Real Time TX is set to Off).

(MFC-425CN) Delayed fax and Polling Transmit features are not available in colour. Faxing from the ADF (MFC-425CN only) Put the document face down in the ADF. 1 2 3 4 If it is not illuminated in green, press (Fax). Load your document. Dial the fax number.

Press Mono Start or Colour Start. The machine starts scanning the document. To cancel, press Stop/Exit. If the memory is full and you are faxing a single page, it will be sent in real time. SETUP SEND 3 - 3 Faxing from the scanner glass You can use the scanner glass to fax pages of a book or one page at a time. The documents can be up to A4 size. 1 2 3 4 5 If it is not illuminated in green, press (Fax). Load your document on the scanner glass. Dial the fax number. Press Mono Start or Colour Start.

If you press Mono Start, the machine starts scanning the first page. If you press Colour Start, the machine starts sending. To send a single page, press 2 (or Next Page? 1.Yes 2.No(Dial) press Mono Start again). The machine starts sending the document. --OR-- To send more than one page, press 1 and go to Step 5. Place the next page on the scanner Set Next Page Then Press Set glass. Press Menu/Set. The machine starts scanning.

(Repeat Steps 4 and 5 for each additional page.) To cancel, press Stop/Exit. If the memory is full and you are faxing a single page, it will be sent in real time. You cannot send multiple pages for colour faxes. 3 - 4 SETUP SEND Automatic transmission This is the easiest way to send a fax.

If it is not illuminated in green, press (Fax). Load your document. Dial the fax number you want to call. (See How to dial on page 3-1.) 4 Press Mono Start or Colour Start.

For MFC-215C, go to step 4 on page 3-4. 1 2 3 Manual transmission Manual transmission lets you hear the dialling, ringing and fax-receiving tones while sending a fax. 1 2 3 4 5 6 7 If it is not illuminated in green, press (Fax). Load your document. Press Hook or, pick up the handset of the external phone and listen for a dial tone.



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Dial the fax number you want to call. When you hear the fax tone, press Mono Start or Colour Start. If you are using the scanner glass, press 1 to send a fax. If you picked up the handset of an external phone, replace it. 1.

Send 2. Receive You cannot send multiple pages from the scanner glass. SETUP SEND 3 - 5 Basic sending operations Sending faxes using multiple settings When you send a fax you can choose any combination of these settings: contrast, resolution, overseas mode, delayed fax timer (MFC-425CN only), polling transmission (MFC-425CN only) or real time transmission. 1 2 If it is not illuminated in green, press (Fax). After each setting is accepted, the LCD will ask if you want to enter more settings: Press 1 to select more settings. The Next 1.Yes 2.No LCD will return to the Setup Send menu. --OR-- Press 2 if you have finished choosing settings and go to the next step. Contrast If your document is very light or very dark, you may want to change the contrast.

For most documents the default setting 'Auto' can be used. It automatically chooses the suitable contrast for your document. Use Light to send a light document. Use Dark to send a dark document. 1 2 3 4 If it is not illuminated in green, press (Fax).

Load your document. Press Menu/Set, 2, 2, 1. Press or to select Auto, Light or Dark. Press Menu/Set. 3 - 6 SETUP SEND Fax Resolution You can use the Fax Resolution key to change the setting temporarily (for this fax only).

In Fax mode (Fax), press Fax Resolution and or to select the setting you want, and then press Menu/Set. --OR-- You can change the default setting: 1 2 3 4 If it is not illuminated in green, press (Fax). Load your document. Press Menu/Set, 2, 2, 2. Press or to select the resolution you want. Press Menu/Set. There are four levels of the resolution setting in monochrome and two levels in colour. Monochrome Standard Fine S.Fine Photo Suitable for most typed documents. Good for small print and transmits a little slower than Standard resolution.

Good for small print or artwork and transmits slower than Fine resolution. Use when the document has varying shades of grey or is a photograph. This has the slowest transmission time. Colour Standard Fine Suitable for most typed documents. Use when the document is a photograph. The transmission time is slower than Standard resolution. If you select S. Fine and Photo for colour fax, the setting will be drawn back to Fine. SETUP SEND 3 - 7 Dual Access (Monochrome only) You can dial a number, and begin scanning the fax into memory-- even when the machine is sending from memory or receiving faxes. The LCD shows the new job number and available memory.

Your machine normally uses Dual Access. However, to send a colour fax, the machine will send the document in real time (even if Real Time TX is Off). The number of pages you can scan into the memory will vary depending on the data that is printed on them. If you get an Out of Memory message while scanning the first page of a fax, press Stop/Exit to cancel scanning. If you get an Out of Memory message while scanning a subsequent page, you can press Mono Start to send the pages scanned so far, or press Stop/Exit to cancel the operation.

3 - 8 SETUP SEND Real Time Transmission When you are sending a fax, the machine will scan the documents into the memory before sending. Then, as soon as the phone line is free, the machine will start dialling and sending. If the memory is full, the machine will send the document in real time (even if Real Time TX is set to Off). Sometimes, you may want to send an important document immediately, without waiting for memory transmission. You can set Real Time TX to On for all documents for the next fax only.

Sending in real time for all faxes 1 2 3 If it is not illuminated in green, press (Fax). For MFC-215C, press Menu/Set, 2, 2, 3. For MFC-425CN, press Menu/Set, 2, 2, 5. Press or to select On (or Off). Press Menu/Set. Sending in real time for the next fax only 1 2 3 4 If it is not illuminated in green, press (Fax). For MFC-215C, press Menu/Set, 2, 2, 3. For MFC-425CN, press Menu/Set, 2, 2, 5. Press or to select Next Fax only. Press Menu/Set.

Press or to select On (or Off). Press Menu/Set In Real Time Transmission, the automatic redial feature does not work when using the scanner glass. If you are sending a colour Fax, the machine will send it in real time (even if Real Time TX is set to Off) SETUP SEND 3 - 9 Checking job status Check which jobs are still waiting in the memory to be sent. (If there are no jobs, the LCD shows No Jobs Waiting.) 1 2 3 For MFC-215C, press Menu/Set, 2, 5. For MFC-425CN, press Menu/Set, 2, 6. If you have more than one job waiting, press or to scroll through the list. Press Stop/Exit. Cancelling a fax in progress If you want to cancel a fax, while the machine is scanning, dialling or sending it, press Stop/Exit. Cancelling a waiting job You can cancel a fax job that is stored and waiting in the memory.

1 2 3 4 For MFC-215C, press Menu/Set, 2, 5. For MFC-425CN, press Menu/Set, 2, 6. Any jobs that are waiting will appear on the LCD. If you have more than one job waiting, press or to select the job you want to cancel. Press Menu/Set.

--OR-- If you only have one job waiting, go to Step 3. Press 1 to cancel. To cancel another job go to Step 2. --OR-- Press 2 to exit without cancelling. Press Stop/Exit.

3 - 10 SETUP SEND Advanced sending operations Broadcasting (Monochrome only) Broadcasting is when the same fax message is automatically sent to more than one fax number. You can include Groups, Speed-Dial numbers and up to 50 manually dialled numbers in the same broadcast. Press Menu/Set between each of the numbers. Use Search/Speed Dial to help you choose the numbers easily. (To set up Group dial numbers, see Setting up Groups for Broadcasting on page 5-3.) After the broadcast is finished, a Broadcast Report will be printed to let you know the results. 1 2 3 4 5 6 7 8 If it is not illuminated in green, press (Fax). Load your document. Enter a number using Speed-Dial, a Group number, Search or manual dialling using the dial pad. (Example: Group number) When the LCD displays the fax number or name of the other party, press Menu/Set.

You will be asked to enter the next number. Enter the next number. (Example: Speed-Dial number) When the LCD displays the fax number or name of the other party, press Menu/Set. After you have entered all the fax numbers, go to Step 8 to start the broadcast. Press Mono Start. SETUP SEND 3 - 11 If you did not use up any of the numbers for Groups, access codes or credit card numbers, you can 'broadcast' faxes to as many as 70 (MFC-215C) or 130 (MFC-425CN) different numbers. The available memory will vary depending on the types of jobs in the memory and the number of locations used for broadcasting. If you broadcast to the maximum numbers available, you will not be able to use Dual Access and Delayed fax (MFC-425CN only). Enter the long dialling sequence numbers as you would normally, but remember that each Speed-Dial number counts as one number, so the number of locations you can store becomes limited.



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If the memory is full, press Stop/Exit to stop the job or if more than one page has been scanned, press Mono Start to send the portion that is in the memory. To Stop a Broadcast In Progress 1 2 3 4 5 For MFC-215C, press Menu/Set, 2, 5. For MFC-425CN, press Menu/Set, 2, 6. The LCD will display the fax number being dialled. Press Menu/Set. The LCD will display: XXXXXXXX 1.

Clear 2.Exit Press 1 to Clear. The LCD will then display the Broadcast job number and 1.Clear 2. Exit.

To cancel the Broadcast, press 1. Press Stop/Exit. Overseas Mode If you are having difficulty sending a fax overseas due to possible interference on the phone line, we recommend that you turn on the Overseas Mode. After you send a fax using this feature, the feature will turn itself off. 1 2 3 4 If it is not illuminated in green, press (Fax). Load your document. For MFC-215C, press Menu/Set, 2, 2, 4. For MFC-425CN, press Menu/Set, 2, 2, 7. Press or to select On (or Off). Press Menu/Set.

3 - 12 SETUP SEND Delayed Fax (Monochrome only) (MFC-425CN only) During the day you can store up to 50 faxes in the memory to be sent within 24 hours. These faxes will be sent at the time of day you enter in Step 4. 1 2 3 4 If it is not illuminated in green, press (Fax). Load your document. Press Menu/Set, 2, 2, 3. Setup Send 3.Delayed Fax Press Menu/Set to accept the displayed time. --OR-- Enter the time you want the fax to be sent (in 24-hour format). Press Menu/Set. (For example, enter 19:45 for 7:45 PM.

) The number of pages you can scan into the memory depends on the amount of data that is printed on each page. SETUP SEND 3 - 13 Delayed Batch Transmission (Monochrome only) (MFC-425CN only) Before sending the delayed faxes, your machine will help you economize by sorting all the faxes in the memory by destination and scheduled time. All delayed faxes that are scheduled to be sent at the same time to the same fax number will be sent as one fax to save transmission time. 1 2 3 4 If it is not illuminated in green, press Press Menu/Set, 2, 2, 4. Press or to select On (or Off).

Press Menu/Set. Press Stop/Exit. (Fax). Setup Send 4.Batch TX Setup for Polled Transmit (Standard) (Monochrome only) (MFC-425CN only) Polled Transmit is when you set up the machine to wait with a document so another fax machine can retrieve it.

1 2 3 4 If it is not illuminated in green, press Load your document. Press Menu/Set, 2, 2, 6. Press or to select Standard. Press Menu/Set. (Fax). Once a document has been stored in memory for polling transmit, it can be sent and received more than once. 3 - 14 SETUP SEND Setup for Polled Transmit with Secure Code (Monochrome only) (MFC-425CN only) When you choose Polled TX:Secure, anyone who polls the machine must enter the polling secure code. 1 2 3 4 5 If it is not illuminated in green, press Load your document. Press Menu/Set, 2, 2, 6. Press or to select Secure.

Press Menu/Set. Enter a four-digit number. Press Menu/Set. (Fax). The document will be stored and can be retrieved from any other fax machine until you delete the fax in memory by using the Cancelling a job menu setting. (See Cancelling a waiting job on page 3-10.) You can use Secure Polling only with another Brother fax machine. SETUP SEND 3 - 15 TX Lock TX Lock lets you prevent unauthorized access to the machine. While TX Lock is On the following operations are available: Receiving faxes Fax Forwarding (If Fax Forwarding was already On) (MFC-425CN only) Remote Retrieval (If Fax Storage was already On) (MFC-425CN only) While TX Lock is On the following operations are NOT available: Sending faxes Copy PC printing Scanning Photo/Capture (MFC-425CN only) You will not be able to continue to schedule Delayed Faxes or Polling jobs. However, any pre-scheduled Delayed Faxes will be sent when you turn TX Lock On, so they won't be lost.

If you have selected Fax Forwarding or Fax Storage (Menu/Set, 2, 5) before you turn TX Lock On, then Fax Forwarding and Remote Retrieval will continue to work. Setting up the password If you forget the TX Lock password, please contact your Brother dealer or Brother for assistance. 1 2 3 Press Menu/Set, 2, 0, 1. Enter a 4-digit number for the password. Press Menu/Set.

If the LCD shows Verify:, re-enter the password. Press Menu/Set. 3 - 16 SETUP SEND Changing the TX Lock password 1 2 3 4 5 Press Menu/Set, 2, 0, 1. Press or to select Set Password. Press Menu/Set.

Enter a 4-digit number for the current password. Press Menu/Set. Enter a 4-digit number for a new password. Press Menu/Set. If the LCD shows Verify:, re-enter the password. Press Menu/Set. Turning TX Lock on 1 2 3 Press Menu/Set, 2, 0, 1. Press or to select Set TX Lock. Press Menu/Set. Enter the registered 4-digit password.

Press Menu/Set. The machine goes offline and the LCD shows TX Lock Mode. Turning TX Lock off 1 2 Press Menu/Set. Enter the registered 4-digit password. Press Menu/Set. TX lock is automatically turned off. If you enter the wrong Password, the LCD shows Wrong Password and stays offline. The machine will stay in TX Lock Mode until the registered password is entered. SETUP SEND 3 - 17 Faxing letter size documents from the scanner glass When documents are letter size, you need to set Scan Glass Size to letter, if you do not, the side portion of the faxes will be missing. 1 2 3 Press Menu/Set, 2, 2, 0.

Press or to select Letter (or A4). Press Menu/Set. Press Stop/Exit. 3 - 18 SETUP SEND 4 LCD Setup Receive Basic receiving operations Choosing the Receive Mode There are four different Receive Modes for your machine. You can choose the mode that best suits your needs.

How it works The machine automatically answers every call as a fax. The machine controls the line and automatically answers every call. If the call is a fax it will receive the fax. If the call is not a fax it will ring (pseudo/double ring) for you to pick up the call. The external answering machine (TAD) automatically answers every call.

Voice messages are stored on the external TAD. Fax messages are printed. You control the phone line and must answer every call yourself. When to use it For dedicated fax lines. Fax Only (automatic receive) Fax/Tel (fax and telephone) (with an external or extension telephone for models without a handset) External TAD (with an external answering machine only) Use this mode if you expect to receive lots of fax messages and few telephone calls. You cannot have an answering machine on the same line, even if it is on a separate wall socket/phone socket on the same line. You cannot use the telephone company's Voice Mail in this mode. Use this mode if you have connected an answering machine to your machine. The External TAD setting works only with an external answering machine. Ring Delay does not work in this setting.

Manual (manual receive) (with an external or extension telephone for models without a handset) Use this mode if you do not receive many fax messages. If you answer and hear fax tones, wait until the machine takes over the call, then hang up.



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(See Fax Detect on page 4-4.) If you use a computer modem on the same line, Faxing will not operate correctly. SETUP RECEIVE 4 - 1 To select or change your Receive Mode 1 2 3 4 If it is not illuminated in green, press (Fax). Press Menu/Set, 0, 1. Press or to select Fax Only, Fax/Tel, External TAD or Manual. Press Menu/Set. Press Stop/Exit. Current Receive Mode Fax : Fax Only F/T : Fax/Tel TAD : External TAD Mnl : Manual Setting the Ring Delay The Ring Delay sets the number of times the machine rings before it answers in Fax Only or Fax/Tel mode.

If you have extension phones on the same line as the machine or subscribe to the telephone company's Distinctive Ring service, keep the Ring Delay setting of 4. (See Operation from extension telephones on page A-14 and Fax Detect on page 4-4.) 1 2 3 4 If it is not illuminated in green, press (Fax). Press Menu/Set, 2, 1, 1. Press or to select how many times the line rings before the machine answers (02-10 for Australia, 01-10 for New Zealand, 0-10 for some countries). Press Menu/Set. (If you select 00, the line won't ring at all.) Press Stop/Exit. 4 - 2 SETUP RECEIVE Setting the F/T Ring Time (Fax/Tel mode only) If you set the Receive Mode to Fax/Tel, you'll need to decide how long the machine will signal you with its special pseudo/double-ring when you have a voice call. (If it's a fax call, the machine prints the fax.

) This pseudo/double-ring happens after the initial ringing from the phone company. Only the machine rings and no other phones on the same line will ring with the special pseudo/double-ring. However, you can still answer the call on any telephone on the same line as the machine. (See For Fax/Tel mode only on page A-14.) 1 2 3 4 If it is not illuminated in green, press (Fax). Press Menu/Set, 2, 1, 2. Press or to select how long the machine will ring to alert you that you have a voice call [20, 30, 40 or 70 seconds (20, 30, 40, 55 seconds for New Zealand)]. Press Menu/Set. Press Stop/Exit. Even if the caller hangs up during the pseudo/double-ringing, the machine will continue to ring for the set time.

SETUP RECEIVE 4 - 3 Fax Detect When you use this feature, you don't have to press Mono Start, Colour Start, or the Fax Receive Code 51 ( 91 for New Zealand) when you answer a fax call. Selecting On allows the machine to receive fax calls automatically, even if you lift the handset of an extension or external phone. When you see Receiving on the LCD or when you hear 'chirps' through the handset of an extension phone connected to another wall socket/phone socket, just replace the handset and your machine will do the rest. If this feature is set to On, but your machine does not connect a fax call when you lift an extension or external phone handset, press the Fax Receive Code 51 ( 91 for New Zealand). We do not recommend having a PC and Fax on the same phone line. Selecting Off means you'll have to activate the machine yourself by lifting the handset of an external or extension phone, and then press Mono Start or Colour Start on the machine --OR-- by pressing 51 ( 91 for New Zealand) if you are not at your machine. (See Operation from extension telephones on page A-14.) 1 2 3 4 If it is not illuminated in green, press Press Menu/Set, 2, 1, 3. Use or to select On (or Off). Press Menu/Set.

Press Stop/Exit. (Fax). 4 - 4 SETUP RECEIVE Printing a reduced incoming fax (Auto Reduction) If you choose On, the machine automatically reduces an incoming fax to fit on one page of A4, Letter or Legal size paper. The machine calculates the reduction ratio by using the page size of the document and your Paper Size setting (Menu/Set, 1, 3). 1 2 3 4 If it is not illuminated in green, press Press Menu/Set, 2, 1, 5. Use or to select On (or Off). Press Menu/Set. Press Stop/Exit. (Fax). Setup Receive 5.

Auto Reduction Turn on this setting if you receive faxes that are split onto two pages. However, if the document is too long the machine may still print it on two pages. If left and right margins are cut off, turn on this setting. Printing a fax from the memory (MFC-425CN only) If you have selected Fax Forwarding or Fax Storage (Menu/Set, 2, 5, 1), you can still print a fax from the memory when you are at your machine. (See Setting Fax Storage on page 6-2.) 1 2 Press Menu/Set, 2, 5, 3. Press Mono Start. SETUP RECEIVE 4 - 5 Reception into memory (Monochrome only) As soon as the paper tray becomes empty during fax reception, the screen will display No Paper Fed; please put some paper in the paper tray. (See How to load paper, envelopes and post cards on page 1-14.) If the Memory Receive is On at this time.

.. The current fax reception will continue, with the remaining page(s) being stored in memory, subject to available memory. Subsequent incoming faxes will also be stored into memory until the memory is full, following this no further incoming fax calls will be automatically answered. To print all data put fresh paper in the paper tray and press Mono Start or Colour Start. If the Memory Receive is Off at this time... The current fax reception will continue, with the remaining page(s) being stored in memory, subject to available memory. Subsequent incoming fax calls will not be automatically answered until fresh paper is put in the paper tray.

To print the last fax received, put paper in the paper tray and press Mono Start or Colour Start. 1 2 3 4 If it is not illuminated in green, press Press Menu/Set, 2, 1, 6. Use or to select On (or Off). Press Menu/Set. Press Stop/Exit.

(Fax). 4 - 6 SETUP RECEIVE Polling (MFC-425CN only) Polling is the process of retrieving faxes from another fax machine. You can use your machine to 'poll' other machines, or you can have someone poll your machine. Everyone who is involved in Polling needs to set up their fax machines for Polling. When someone polls your machine to receive a fax, they pay for the call.

If you poll someone's fax machine to receive a fax, you pay for the call. Some fax machines do not respond to the Polling feature. Secure Polling Secure Polling is a way to keep your documents and others from falling into the wrong hands while the machine is set up for polling. You can use Secure Polling only with another Brother fax machine. Anyone who polls to receive a fax must enter the polling secure code. Setup for Polling Receive (Standard) Polling Receive is when you call another fax machine to receive a fax from it. 1 2 3 4 If it is not illuminated in green, press Press Menu/Set, 2, 1, 7. Press or to select Standard. Press Menu/Set. Enter the fax number you are polling.

Press Mono Start or Colour Start. (Fax). SETUP RECEIVE 4 - 7 Setup for Polling Receive with Secure Code You need to make sure you are using the same secure code as the other party. 1 2 3 4 5 6 7 If it is not illuminated in green, press (Fax). Press Menu/Set, 2, 1, 7. Press or to select Secure. Press Menu/Set. Enter a four-digit secure code.



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