

## **Reference Guide**

Brief explanations for routine operations

DCP-L2531DW / DCP-L2535DW / DCP-L2550DW / HL-L2395DW / MFC-L2710DW / MFC-L2713DW / MFC-L2715DW / MFC-L2716DW / MFC-L2730DW / MFC-L2750DW / MFC-L2751DW / MFC-L2770DW / MFC-L2771DW



Brother recommends keeping this guide next to your Brother machine for quick reference.



#### **Online User's Guide**

For more advanced instructions, information, and product specifications, see the *Online User's Guide* at <u>support.brother.com/manuals</u>



## **User's Guides and Where to Find Them**

Which Guide?	What's in It?	Where Is It?
Product Safety Guide	Read this Guide first. Please read the Safety Instructions before you set up your machine. See this Guide for trademarks and legal limitations.	Printed / In the box
Quick Setup Guide	Follow the instructions for setting up your machine, and installing the <b>Full Driver &amp; Software Package</b> for the operating system and connection type you are using.	Printed / In the box
Reference Guide	Learn the basic Fax, Copy and Scan operations and basic machine maintenance. See troubleshooting tips.	Printed or on Brother Installation Disc / In the Box
Online User's Guide	This guide includes the additional contents of the <i>Reference Guide</i> .	Brother Solutions Center <sup>1</sup>
	In addition to information about the Print, Scan, Copy, Fax, mobile device functions, Brother ControlCenter operations and troubleshooting, other useful information is included about using the machine on a network.	
Mobile Print/Scan Guide for Brother iPrint&Scan	This Guide provides useful information about printing from your mobile device, and scanning from your Brother machine to your mobile device when connected to a Wi-Fi <sup>®</sup> network.	Brother Solutions Center <sup>1</sup>

1 Visit support.brother.com/manuals.

## The Online User's Guide Helps You Get the Most Out of Your Machine

We hope that you find this guide helpful. To learn more about your machine's features, please take a look at our *Online User's Guide*. It offers:

#### **Quicker Navigation!**

- ✓ Search box
- $\checkmark$  Navigation index in a separate panel

#### **Comprehensive Format!**

✓ Every topic in one guide

#### Simplified Layout!

- ✓ Step-by-step instructions
- $\checkmark$  Feature summary at the top of the page



- 1. Search Box
- 2. Navigation
- 3. Summary
- 4. Step-by-Step Instructions

#### To View Online User's Guides

To view the Online User's Guide and other available guides, visit support.brother.com/manuals.

#### (Windows®)

You can also access your machine's guides using Brother Utilities. The Brother Utilities tool is included in the standard installation and, when installed, you can find it either as a shortcut on your desktop, or from the Windows<sup>®</sup> **Start** menu.

## Questions or Problems? Take a Look at our FAQs, Solutions, and Videos Online.

Go to your model's **FAQs & Troubleshooting** page on the Brother Solutions Center at <u>support.brother.com</u>

- Provides several ways to search
- Displays related questions for more information
- Receives regular updates based on customer feedback

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## General Information

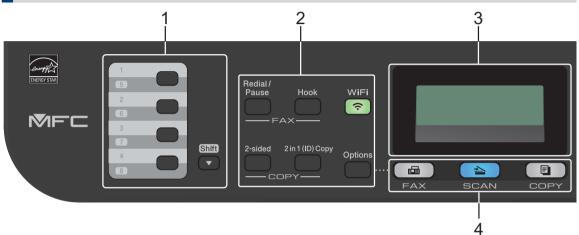
## **Control Panel Overview**

#### Related Models:

DCP-L2531DW/DCP-L2535DW/DCP-L2550DW/MFC-L2710DW/MFC-L2713DW/MFC-L2715DW/MFC-L2716DW

The control panel may vary depending on your model.

#### MFC-L2710DW/MFC-L2713DW/MFC-L2715DW/MFC-L2716DW



#### 1. One Touch buttons

Store and recall up to eight fax and telephone numbers.

To access stored One Touch fax and telephone numbers 1-4, press the One Touch button assigned to that number. To access stored One Touch fax and telephone numbers 5-8, press and hold **Shift** as you press the button.

#### 2. Function buttons

#### **Redial/Pause**

Press to dial the last number you called. This button also inserts a pause when programming quick dial numbers or when dialling a number manually.

#### Hook

Press Hook before dialing to ensure a fax machine answers, and then press Start.

If the machine is in Fax/Tel (F/T) Mode and you pick up the handset of an external telephone during the F/T ring (pseudo double-rings), press **Hook** to talk.

#### WiFi (for wireless models)

Press the **WiFi** button and launch the wireless installer on your computer. Follow the onscreen instructions to set up a wireless connection between your machine and your network.

When the **WiFi** light is on, your Brother machine is connected to a wireless access point. When the **WiFi** light blinks, the wireless connection is down, or your machine is in the process of connecting to a wireless access point.

#### Resolution (for certain models only)

Press to change the Fax resolution.

#### 2 in 1 (ID) Copy

Press to copy both sides of an identification card onto a single page.

#### 2-sided

Press to copy on both sides of a sheet of paper.

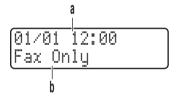
#### Options

Press to access temporary settings for faxing, scanning, or copying.

#### 3. Liquid Crystal Display (LCD)

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

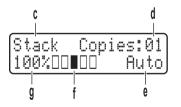
If the machine is in Fax Mode, the LCD displays:



a. Date & Time

b. Receive Mode

When you press COPY, the LCD displays:



- c. Type of copy
- d. Number of copies
- e. Quality
- f. Contrast
- g. Copy ratio

#### 4. Mode buttons

#### FAX

Press to switch the machine to FAX Mode.

#### SCAN

Press to switch the machine to SCAN Mode.

#### COPY

Press to switch the machine to COPY Mode.



#### 5. Menu buttons

#### Clear

Press to delete entered data or cancel the current setting.

#### Menu

Press to access the Menu for programming your machine settings.

#### ΟΚ

Press to store your machine settings.

<or>

Press to scroll back or forward through menu selections.

#### **▲** or **▼**

- Press to scroll up or down through menus and options.
- Press to change the resolution in Fax Mode.

### 

Press  $\prod_{i=1}^{n}$  to access speed dial numbers.

#### 6. Dial Pad

- Use to dial fax and telephone numbers.
- Use as a keyboard to enter text or characters.

#### 7. O Power On/Off

- Turn on the machine by pressing (1).
- Turn off the machine by pressing and holding (). The LCD displays [Shutting Down] and stays on for a few seconds before turning off. If you have an external telephone or TAD connected, it is always available.

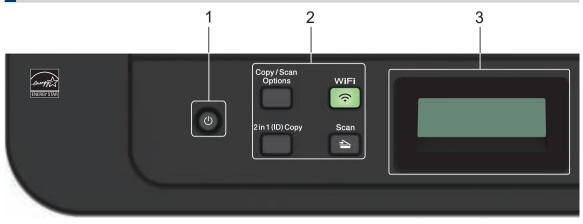
#### 8. Stop/Exit

- Press to stop an operation.
- Press to exit from a menu.

#### 9. Start

- Press to start sending faxes.
- Press to start copying.
- Press to start scanning documents.

#### DCP-L2531DW/DCP-L2535DW/DCP-L2550DW



#### 1. (b) Power On/Off

- Turn on the machine by pressing (0).
- Turn off the machine by pressing and holding (). The LCD displays [Shutting Down] and stays on for a few seconds before turning off.

#### 2. Function buttons

#### **Copy/Scan Options**

Press to access temporary settings for scanning or copying.

#### WiFi (for wireless models)

Press the **WiFi** button and launch the wireless installer on your computer. Follow the onscreen instructions to set up a wireless connection between your machine and your network.

When the **WiFi** light is on, your Brother machine is connected to a wireless access point. When the **WiFi** light blinks, the wireless connection is down, or your machine is in the process of connecting to a wireless access point.

#### Scan

Press to switch the machine to Scan Mode.

#### 2 in 1 (ID) Copy

Press to copy both sides of an identification card onto a single page.

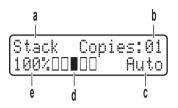
#### 2-sided (for certain models only)

Press to copy on both sides of a sheet of paper.

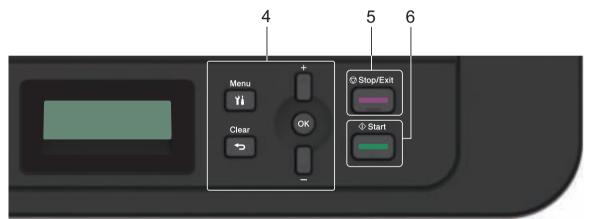
#### 3. Liquid Crystal Display (LCD)

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

If the machine is in Ready Mode or COPY Mode, the LCD displays:



- a. Type of copy
- b. Number of copies
- c. Quality
- d. Contrast
- e. Copy ratio



#### 4. Menu buttons

#### Menu

Press to access the Menu for programming your machine settings.

#### Clear

- Press to delete entered data.
- Press to cancel the current setting.

#### ΟΚ

Press to store your machine settings.

#### **▲** or **▼**

Press to scroll up or down through menus and options.

#### 5. Stop/Exit

- Press to stop an operation.
- Press to exit from a menu.

#### 6. Start

· Press to start copying.

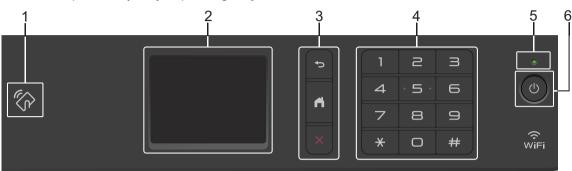
• Press to start scanning documents.

## **Control Panel Overview**

Related Models:

HL-L2395DW/MFC-L2730DW/MFC-L2750DW/MFC-L2751DW/MFC-L2770DW/MFC-L2771DW

The control panel may vary depending on your model.



#### 1. Near Field Communication (NFC) (HL-L2395DW/MFC-L2750DW/MFC-L2751DW/ MFC-L2770DW/MFC-L2771DW)

If your Android<sup>™</sup> device supports the NFC feature, you can print from your device or scan documents to your device by touching it to the NFC symbol on the control panel.

#### 2. Touchscreen Liquid Crystal Display (LCD)

Access menus and options by pressing them on the touchscreen.

#### 3. Menu Buttons

(Back)

Press to go back to the previous menu.



Press to return to the Home screen.

(Cancel)

Press to cancel an operation.

#### 4. Dial Pad (Numerical buttons)

Press the numbers on the touchpanel to dial telephone or fax numbers and to enter the number of copies.

#### 5. LED Power Indicator

The LED lights up depending on the machine's power status.

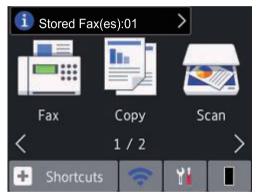
#### 6. O Power On/Off

- Turn on the machine by pressing (1).
- Turn off the machine by pressing and holding down (). The touchscreen LCD displays [Shutting Down] and stays on for a few seconds before turning off. If you have an external telephone or TAD connected, it is always available.

Press to create Shortcuts for frequentlyused operations, such as sending a fax, making a copy, scanning and using Web Connect.

- Three Shortcuts screens are available with up to four Shortcuts on each Shortcuts screen. A total of 12 Shortcuts are available.
- To display the other Shortcuts screens, press ◀ or ►.

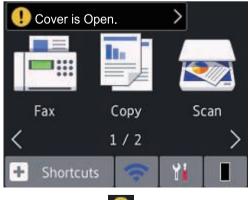
#### Stored Fax(es)



The number of received faxes in memory appears at the top of the screen.

Press i, and then press [Yes] to print the faxes.

#### Warning icon



The warning icon *equipartial* appears when there is an error or maintenance message; press the message area to view it, and then press **equipartial** to return to Ready Mode.

### NOTE

• This product adopts the font of ARPHIC TECHNOLOGY CO., LTD.

# How to Navigate the Touchscreen LCD

#### **Related Models:**

HL-L2395DW/MFC-L2730DW/MFC-L2750DW/ MFC-L2751DW/MFC-L2770DW/MFC-L2771DW

Press your finger on the LCD to operate it. To display and access all the options, press ◀► or ▲ ▼ on the LCD to scroll through them.

The following steps explain how to navigate through changing a machine setting. In this example, the LCD Backlight setting is changed from [Light] to [Med].

### IMPORTANT

DO NOT press the LCD with a sharp object such as a pen or stylus. It may damage the machine.

### NOTE

DO NOT touch the LCD immediately after plugging in the power cord or turning on the machine. Doing this may cause an error.



**Press** [All Settings].

**3** Press ▲ or V to display the [General Setup] option, and then press [General Setup].

All Settings	
General Setup	^
Shortcut Settings	$\sim$
Fax	

4 Press ▲ or ▼ to display the [LCD Settings] option, and then press [LCD Settings].



Backlight	
	Light
Dim Timer	
	30Secs

6	Press [Med].
	Backlight
	Light
	Med
	Dark

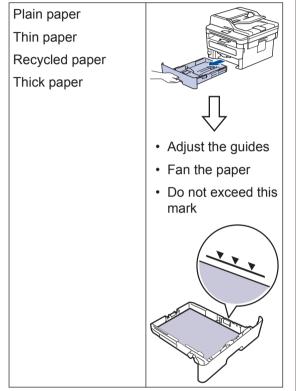


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## **Load Paper**

# Load Paper in the Paper Tray

Use the paper tray when printing on the following media:

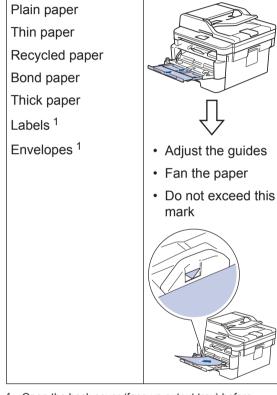


For more information, see the Online User's Guide: Load Paper in the Paper Tray.

## Load Paper in the Multipurpose Tray (MP Tray)

Related Models: MFC-L2770DW/MFC-L2771DW

Use the MP tray when printing on the following media:



Open the back cover (face up output tray) before printing to let the printed paper exit onto the face up output tray.

For more information, see the Online User's Guide: Load and Print Using the Multi-purpose Tray (MP Tray).

## Load Paper in the Manual Feed Slot

#### **Related Models:**

DCP-L2531DW/DCP-L2535DW/DCP-L2550DW/ HL-L2395DW/MFC-L2710DW/MFC-L2713DW/ MFC-L2715DW/MFC-L2716DW/MFC-L2730DW/ MFC-L2750DW/MFC-L2751DW

Use the Manual Feed Slot when printing on the following media:



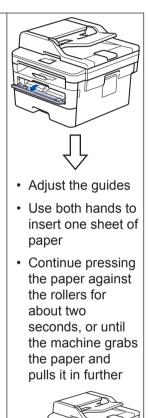
Recycled paper

Bond paper

Thick paper

Labels<sup>1</sup>

Envelopes <sup>1</sup>





Open the back cover (face up output tray) before printing to let the printed paper exit onto the face up output tray.

For more information, see the Online User's Guide: Load and Print Paper in the Manual Feed Slot.

Troubleshooting

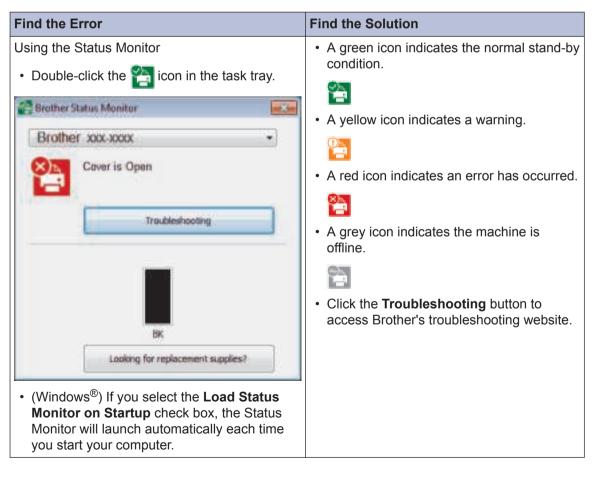
Use this section to resolve problems you may encounter when using your Brother machine.

## **Identify the Problem**

Even if there seems to be a problem with your machine, you can correct most problems yourself.

First, check the following:

- The machine's power cord is connected correctly and the machine's power is on.
- · All of the machine's orange protective parts have been removed.
- (For network models) The access point (for wireless network), router, or hub is turned on and its link indicator is blinking.
- Paper is inserted correctly in the paper tray.
- The interface cables are securely connected to the machine and the computer.
- · Check the machine's status on your machine or in Brother Status Monitor on your computer.



Find the Error	F	Find the Solution
Using the LCD	1	I. Follow the messages on the LCD.
Cover is Open	2	2. If you cannot resolve the error, refer to the following:
Cover is Open.		Online User's Guide: Error and Maintenance Messages FAQs & Troubleshooting page at support.brother.com
Fax Copy	Scan	
< 1 / 2	>	
🛨 Shortcuts 🤝 🍸		

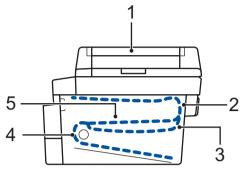
## **Error and Maintenance Messages**

For information on the most common error and maintenance messages, see the *Online User's Guide*.

To view the Online User's Guide and other available guides, visit support.brother.com/manuals.

## **Document and Paper Jams**

An error message indicates where the paper is stuck in your machine.



Error messages:

- 1. Document Jam
- 2. Jam Rear
- 3. Jam 2-sided
- 4. Jam Tray
- 5. Jam Inside

See the messages in Brother Status Monitor on your computer.

## **Solutions for Wireless Connection**

If you cannot connect your Brother machine to the wireless network, see the following:

- Online User's Guide: Print the WLAN Report
- Quick Setup Guide: Alternative wireless setup

To view the Online User's Guide and other available guides, visit support.brother.com/manuals.

Appendix

## **Supplies**

When the time comes to replace supplies, such as the toner or drum, an error message will appear on your machine's control panel or in the Status Monitor. For more information about the supplies for your machine, visit <u>www.brother.com/original/index.html</u> or contact your local Brother dealer.

• The supply model name will vary depending on your country and region.

#### **Toner Cartridge**



For Australia and New Zealand		
Supply Model Name	Approximate Life (Page Yield)	Applicable Models
Standard Toner:	Approximately 1,200 pages <sup>1 2</sup>	HL-L2395DW/MFC-L2710DW/
TN-2430 (For Australia)		MFC-L2713DW/ MFC-L2730DW/
TN-2415 (For New Zealand)		MFC-L2750DW/
		MFC-L2770DW
High Yield Toner:	Approximately 3,000 pages <sup>1 2</sup>	HL-L2395DW/MFC-L2710DW/
TN-2450 (For Australia)		MFC-L2713DW/ MFC-L2730DW/
TN-2445 (For New Zealand)		MFC-L2750DW/
		MFC-L2770DW
Super High Yield Toner:	Approximately 4,500 pages <sup>1 2</sup>	MFC-L2770DW
TN-2454 (For Australia)		
TN-2449 (For New Zealand)		

<sup>1</sup> Approximate cartridge yield is declared in accordance with ISO/IEC 19752.

<sup>2</sup> A4/Letter simplex pages

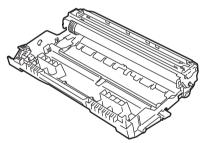
For Other countries		
Supply Model Name	Approximate Life (Page Yield)	Applicable Models
Standard Toner: (Not available in India and Turkey)	Approximately 1,200 pages <sup>1 2</sup>	DCP-L2531DW/ DCP-L2535DW/ DCP-L2550DW/HL-L2395DW/ MFC-L2710DW/

For Other countries		
Supply Model Name	Approximate Life (Page Yield)	Applicable Models
TN-2481 (For Indonesia and Vietnam) TN-2460 (For Other countries)		MFC-L2713DW/ MFC-L2715DW/ MFC-L2716DW/ MFC-L2730DW/ MFC-L2750DW/ MFC-L2751DW/ MFC-L2770DW/
High Yield Toner: TN-2465 (For India) TN-2485 (For Indonesia and Vietnam) TN-2456 (For Turkey) TN-2480 (For Other countries)	Approximately 3,000 pages <sup>1 2</sup>	MFC-L2771DW DCP-L2531DW/ DCP-L2535DW/ DCP-L2550DW/HL-L2395DW/ MFC-L2710DW/ MFC-L2713DW/ MFC-L2715DW/ MFC-L2716DW/ MFC-L2730DW/ MFC-L2750DW/ MFC-L2751DW/ MFC-L2770DW/ MFC-L2771DW

<sup>1</sup> Approximate cartridge yield is declared in accordance with ISO/IEC 19752.

<sup>2</sup> A4/Letter simplex pages

#### Drum Unit



Approximate Life (Page Yield)	Applicable Models
Approximately 12,000	DCP-L2531DW/
pages <sup>1</sup>	DCP-L2535DW/
	DCP-L2550DW/ HL-L2395DW/
	MFC-L2710DW/ MFC-L2713DW/
	MFC-L2715DW/ MFC-L2716DW/ MFC-L2730DW/ MFC-L2750DW/ MFC-L2751DW/
	(Page Yield) Approximately 12,000

Supply Model Name	Approximate Life (Page Yield)	Applicable Models
		MFC-L2770DW/ MFC-L2771DW

1 Approximately 12,000 pages based on 1 page per job [A4/Letter simplex pages]. The number of pages may be affected due to a variety of factors including but not limited to media type and media size.

## 

If you are using Windows<sup>®</sup>, double-click the Brother Creative Center icon **R** on your

desktop to access our FREE website designed as a resource to help you easily create and print customised materials for business and home use with photos, text and creativity.

Mac users can access Brother CreativeCenter at this web address:

www.brother.com/creativecenter

## Print and Scan Using Your Mobile Device

Brother iPrint&Scan for Mobile allows you to use features of your Brother machine directly from your mobile device, without using a computer. The *Mobile Print/Scan Guide for Brother iPrint&Scan* contains information on printing from your mobile device. Go to your model's **Manuals** page on the Brother Solutions Center at <u>support.brother.com</u> to see the guide.

#### For Australia Only:

**Support** – For technical support of your Brother Product other than what you can resolve through the User's Guide, please visit our website or Solutions website (see below) to find an answer to FAQs/Troubleshooting, locating Drivers & Software.

Alternatively, please contact the Product Support Centre for any customer care/technical support enquiry.

To contact Brother International (Aust) Pty Ltd for support on a Brother product please see the details listed below:

Product Support Centre: Australia Brother International (Aust) Pty Ltd

Phone:	02 8875 6000
Solutions Site:	support.brother.com
Website:	http://www.brother.com.au
Email:	To submit an e-mail enquiry, visit
	http://www.brother.com.au go to Service and
	Support area and follow the prompts.

Our Technical Support Consultants are available 5 days a week by phone during the hours of 8.30am to 5.00pm (EST/EDST) Monday to Friday.

#### For New Zealand Only:

For technical support for your Brother Product please refer to this user guide and the FAQ's available on our Brother Solutions website, support.brother.com.

Drivers, software, user guides and technical references are all available on our Brother Solutions website.

If you require further assistance please contact Brother International (NZ) Limited on the following numbers

Technical Brother Support0800 329 111Technical Support for those not using Genuine Consumables0900 552 152Fax Assistance0800 837 822

Our Technical Support Consultants are available 7 days a week by phone during the hours of 8.30am to 5pm Monday to Friday and 9am to 5pm Saturday and Sunday.

Email Assistance

Please visit <u>http://www.brother.co.nz</u> and submit a helpdesk enquiry from our Service and Support page.

Web Assistance

Please visit <u>http://www.brother.co.nz</u> under Service and Support for Frequently Asked Questions, Driver downloads, Warranty information and Service Centres.



#### Visit us on the World Wide Web www.brother.com

These machines are approved for use in the country of purchase only. Local Brother companies or their dealers will support only machines purchased in their own countries.





D00RY1001-01 OCE/ASA Version A