

The latest manuals and FAQs are available at the Brother support website: support.brother.com.

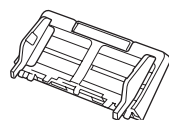
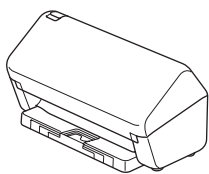
Please read the **Product Safety Guide**, located later in this document before you set up your machine.

! WARNING

WARNING indicates a potentially hazardous situation which, if not avoided, could result in death or serious injuries.

1 Unpack the machine and check the components

The components included in the box may differ depending on your country. Remove the protective tape and film covering the machine. Open the Front Cover and Roller Cover, and then remove the protective tape.



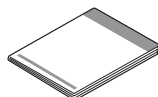
Automatic Document Feeder (ADF)



AC Adapter



USB Interface Cable



Quick Setup Guide/Product Safety Guide

! WARNING

- This product is packaged in a plastic bag. To avoid suffocation, keep plastic bags away from babies and children. The bag is not a toy.
- Use only the AC adapter supplied with this product.

NOTE

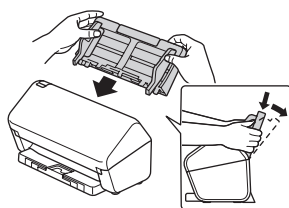
We recommend saving the original packaging in case you must ship your machine.

Secure Network Access

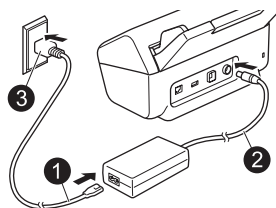
Your machine's default password is on the label on the back of the machine (preceded by "Pwd"). We strongly recommend you change it to protect your machine from unauthorised access.

Unless otherwise specified, illustrations in this guide show the ADS-4300N.

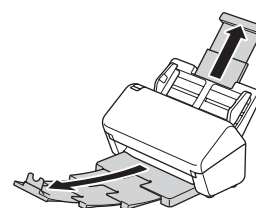
2 Prepare your machine



Attach the Automatic Document Feeder (ADF) firmly until it locks into place.



Connect the AC adapter.



Extend the trays.

NOTE

When loading a document, always fan the paper and align its edges before loading it into the Automatic Document Feeder (ADF).

3 Select your language (ADS-3300W/ADS-4700W/ADS-4900W only)

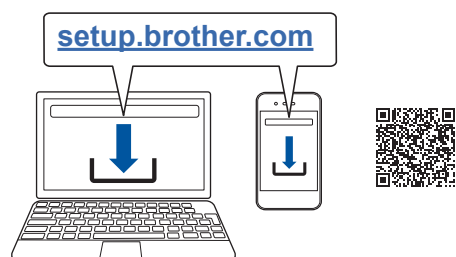
Press [Settings] > [Initial Setup] > [Local Language] and select your language. Press .

Connect your machine and install software

Select your preferred scanning method and choose your connection method.

A Using your machine with your computer or mobile device

Visit setup.brother.com to download and install Brother software.



For Mac: Visit support.brother.com/mac to download Brother software.

Follow the on-screen instructions to continue installation.

For Mobile Devices:

- Set up the connection manually.
- You can also connect to your machine if it is connected to your router/access point using a network cable (purchased separately). For more information, see the *Online User's Guide*.

Finish

When finished, restart your computer.

- To check for the latest firmware, visit support.brother.com/up7.
- If not successful, try to set up the connection manually.

For detailed scanning instructions, see the *Online User's Guide* at support.brother.com/manuals.

B Using your machine as a standalone device (ADS-3300W/ADS-4300N/ADS-4700W/ADS-4900W only)

Connect your machine to your network using a network cable (purchased separately) or via Wi-Fi®. You can set up your Wi-Fi connection either using the machine's control panel or using your computer.

Manual Wireless Setup (ADS-3300W/ADS-4700W/ADS-4900W only)

If you do not have a computer connected to the network or if you cannot connect your machine using your computer, try to set up the connection manually.

1. Press > [Find Wi-Fi Network] > [Yes].
2. Select the SSID (Network Name). Enter the Network key (Password).

When the wireless setup is successful, the LCD displays [Connected].

If you cannot find your SSID or Network key, ask your network administrator or wireless access point/router manufacturer.

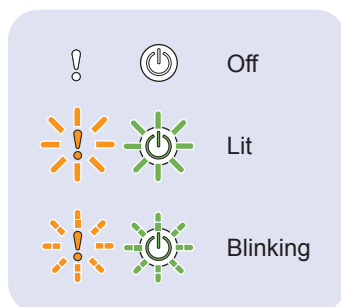
NOTE

- If setup is not successful, restart your machine and the wireless access point/router, and then repeat these steps.
- If using a computer, go back to **A** to install software.

NOTE

If setup is not successful, visit support.brother.com for FAQs, Troubleshooting, and manuals.

LED Indications (ADS-3100/ADS-4300N only)



| Machine Status | |
|----------------|-------------------------|
| | Ready |
| | Sleep (Blinking slowly) |

| Error Status | |
|--|---|
| <ul style="list-style-type: none"> • Document Jam • Document Pick Up Error • Front Cover Open • Multifeed Detection Error (ADS-4300N only) • Access Error | <ul style="list-style-type: none"> • Scheduled Maintenance Notification • Pick Up Roller Replacement Notification |

For more information about troubleshooting your machine, see the *Online User's Guide*.

Product Safety Guide

Symbols and conventions used in this guide

The following symbols and conventions are used throughout this guide:

WARNING

WARNING indicates a potentially hazardous situation which, if not avoided, could result in death or serious injuries.

CAUTION







CAUTION indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injuries.

IMPORTANT

IMPORTANT indicates a potentially hazardous situation which, if not avoided, may result in damage to property or loss of product functionality.

NOTE

NOTE tells you how you should respond to a situation that may arise or give tips about other scanning features.

-  Prohibition icons indicate actions that must not be performed.
-  This icon indicates that flammable sprays may not be used.
-  This icon indicates that organic solvents, such as alcohol or other liquids, may not be used.
-  Electrical Hazard icons alert you to possible electrical shocks.
-  Fire Hazard icons alert you to the possibility of fire.
-  Unplug icons indicate that you should unplug the machine.

(ADS-3300W/ADS-4700W/ADS-4900W only)

Courier New Text in Courier New font identifies messages on the LCD of the machine.

Follow all warnings and instructions marked on the machine and AC adapter (from now on collectively referred to as “the unit”).

NOTE

The illustrations in this guide show the ADS-4300N.

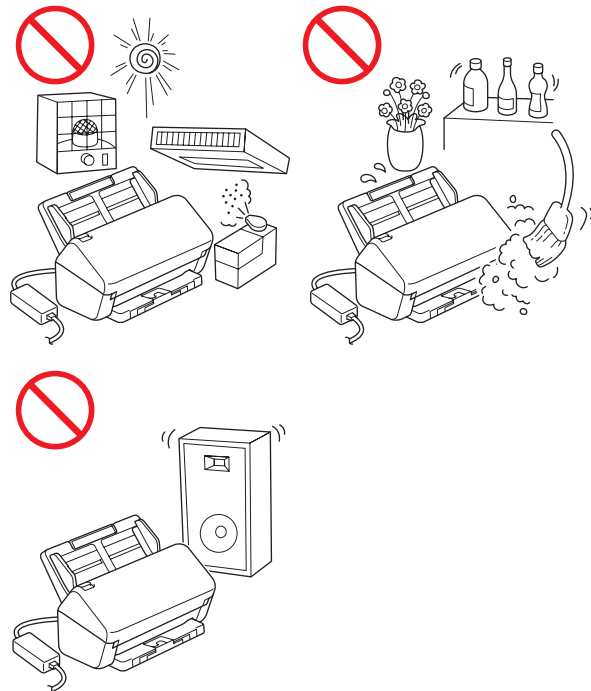
Compilation and Publication Notice

This manual has been compiled and published to provide the latest product safety information at the time of publication. The information contained in this manual may be subject to change.

For the latest manual, please visit us at support.brother.com/manuals.

Choose a safe location for the unit

Put the unit on a flat, stable surface that is free from shocks and vibrations, such as a desk. Choose a dry, well-ventilated location where the temperature remains between 5°C and 35°C and the humidity is between 20% to 80% (without condensation).



WARNING



DO NOT expose the unit to direct sunlight, excessive heat, open flames, corrosive gasses, moisture or dust. DO NOT place the unit on a carpet or rug, as this will expose it to dust. Doing so may create a risk of an electrical short or fire. It may also damage the unit and/or render it inoperable.



DO NOT place the unit near radiators, heaters, air conditioners, water, chemicals or devices that contain magnets or generate magnetic fields. Doing so may create the risk of a short circuit or fire should water come into contact with the unit (including condensation from heating, air conditioning, and/or ventilation equipment that may be sufficient to create a short circuit or fire).



DO NOT place the unit near chemicals or in a place where chemical spillage could occur. In particular, organic solvents or liquids may cause the casing and/or cables to melt or dissolve, risking a fire or electrical shock. They may also cause the unit to malfunction or become discoloured.



Slots and openings in the casing, back or bottom of the product are provided for ventilation. The product should be placed so as not to come into contact with any wall or other device so these openings are not blocked or covered. Blocking the unit's ventilation could create a risk of overheating and/or fire.

IMPORTANT

- Always place the unit on a solid surface, never on a bed, sofa, rug, or similar soft surfaces.
- DO NOT place the unit in a "built-in" installation.

CAUTION

Avoid placing the unit in a high-traffic area. If you must place it in a high-traffic area, ensure that the unit is in a safe location where it cannot be accidentally knocked over, which could cause injury to you or others and serious damage to the unit.

Ensure that cables and cords leading to the unit are secured so as not to pose a tripping hazard.

Make sure that no part of the unit protrudes from the desk or stand where the unit is located. Make sure that the unit is located on a flat, level, and stable surface free from vibration. Failure to observe these precautions could cause the unit to fall, causing an injury.

DO NOT place the unit on an unstable or tilted cart, stand, or table, or on any tilted/slanted surface. The machine may fall, causing injury to you and serious damage to the unit. There is an added risk of injury if the scanner glass should break.

IMPORTANT

- DO NOT put objects on top of the unit.
- DO NOT place the unit next to sources of interference, such as speakers or the base units of non-Brother cordless telephones. Doing so may interfere with the operation of the unit's electronic components.

General precautions

WARNING

Plastic bags are used in the packaging of the unit. To avoid danger of suffocation, keep these plastic bags away from babies and children. Plastic bags are not toys.



Never insert any objects into the slots in the machine's casing, since they may touch dangerous voltage points or short out parts resulting in the risk of fire or electrical shock. If metal objects, water or other liquids get inside the machine, immediately disconnect the unit from the electrical socket. Contact your Brother dealer or Brother customer service.



DO NOT use flammable substances, any type of spray, or an organic solvent/liquid that contains alcohol or ammonia to clean the inside or outside of the unit. Doing this may cause a fire or electrical shock.



DO NOT disassemble or modify the unit, otherwise a fire or electrical shock may occur. If the unit requires repair, contact your Brother dealer or Brother customer service.



DO NOT use a damaged AC adapter.



DO NOT place heavy objects on, damage, or modify the AC adapter. Do not forcibly bend or pull the cord.



DO NOT drop, hit, or otherwise damage the AC adapter.

Product Safety Guide



DO NOT touch the unit during a thunderstorm. There may be a remote risk of electrical shock from lightning when the machine is used during a thunderstorm.



DO NOT use the unit near any liquids, for example, near a bath tub, wash bowl, kitchen sink or washing machine, in a wet basement or near a swimming pool.

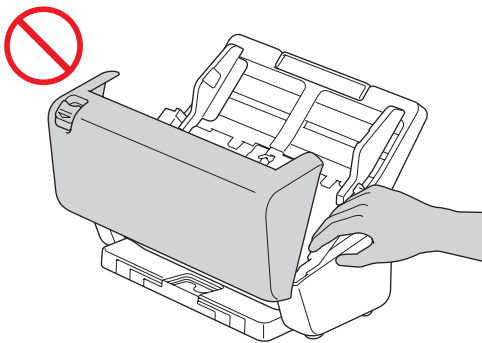
! CAUTION

DO NOT put pressure or weight on the unit or use it for any purpose beyond its intended purpose.

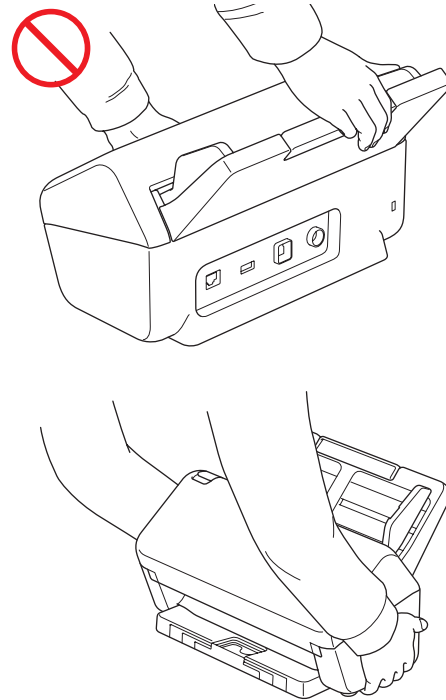
To avoid cutting yourself, do not slide or scrape your hand or fingers along the edge of the Carrier Sheet (not included).

Wait until the machine ejects the pages to avoid trapping your fingers in the rollers.

Some areas of the machine can cause injury if the cover (shaded) is closed with force. Take care when placing your hand in the areas shown in the illustrations.



DO NOT carry the machine by holding the Automatic Document Feeder (ADF). Doing this may cause the Automatic Document Feeder (ADF) to detach from the machine. Only carry the machine by placing your hands under the entire machine.



When multiple devices, including this product, are connected to a computer using USB cables, you may feel an electric charge when you touch metal parts of the product.

Use caution when operating the machine to prevent clothing (particularly sleeves, neckties, etc.), hair, or accessories from being drawn into the machine, otherwise an injury may occur. In the event that an object is drawn into the machine, immediately disconnect the unit from the power source.

DO NOT swing the AC adapter around or play with it. Doing so may result in injury to yourself or others.

IMPORTANT

(Touchscreen models only)

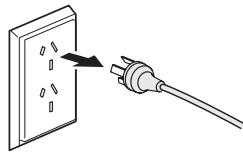
DO NOT touch the touchscreen immediately after plugging in the AC adapter or turning the machine on. Doing this may cause an error.

Connecting the unit safely

WARNING



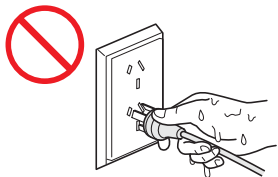
There are high-voltage electrodes inside the unit. Before you access the inside of the machine (for routine maintenance, such as cleaning), make sure you have unplugged the AC adapter from the electrical socket as well as any Ethernet cables (network models only) from the machine.



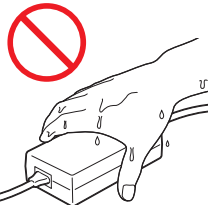
(Example for Australia)



DO NOT touch the AC adapter, or handle the plug with wet hands. Doing this might cause an electrical shock.



(Example for Australia)



DO NOT connect the unit to a DC power source or inverter. Doing this may cause an electrical shock. If you are not sure what kind of power source you have, contact a qualified electrician.



DO NOT use the unit if the power cord is frayed or damaged, doing so may cause an electrical shock or fire.



DO NOT pull on the middle of the power cord. DO NOT allow anything to rest on the power cord. DO NOT place the unit where people can walk on the cord. Doing this may cause an electrical shock or fire.



Brother strongly recommends that you DO NOT use any type of extension cord. Failure to observe these precautions could cause a fire, electrical shock, or damage to the unit.



When disconnecting the AC adapter from the machine or from the electrical socket, always hold the connector, not the cord, and pull firmly. Failure to do so may result in exposed or broken power cord wires, fire, or electrical shock.



Make sure that one end of the AC adapter is firmly plugged into a standard electrical socket and the other end is plugged into the adapter block firmly. Do not use an electrical socket that is loose. If the AC adapter is not completely plugged into the electrical socket and adapter block, there is a danger of the adapter becoming hot and catching fire.



Always use the supplied AC adapter, and plug the adapter into an electrical socket within the voltage range indicated in *Specifications* in the *Online User's Guide*. Failure to do so may result in an injury to yourself or others, or damage to the machine or other property. Brother does not assume any responsibility for any accident or damage resulting from not using the supplied AC adapter.



DO NOT connect the supplied AC adapter to other products.



DO NOT overload the AC adapter.

CAUTION

If you do not intend to use the unit for an extended period of time, disconnect the AC adapter from the electrical socket.

Servicing the unit

DO NOT attempt to service the unit yourself. Opening or removing covers may expose you to dangerous voltages and other risks, and may void your warranty. Contact your Brother dealer or Brother customer service.

WARNING



If the unit has been dropped or the casing has been damaged, there may be the possibility of an electrical shock or fire. Unplug the unit from the electrical socket and contact your Brother dealer or Brother customer service.



If the unit becomes unusually hot, releases smoke, generates any strong smells, or if you accidentally spill any liquid on it, immediately unplug the unit from the electrical socket. Contact your Brother dealer or Brother customer service.

IMPORTANT

If the unit does not operate normally when the operating instructions are followed, adjust only those controls that are covered by the operating instructions. Incorrect adjustment of other controls may result in damage, and will often require extensive work by a qualified technician to restore the unit to normal operation.

Important Information for Australia

Important safety instructions

1. Read all of these instructions.
2. Save them for later reference.
3. Follow all warnings and instructions marked on the machine.
4. Unplug this machine from the wall socket before cleaning the outside of the machine. Do not use liquid or aerosol cleaners. Use a damp cloth for cleaning.
5. Do not use this machine near water.
6. Do not place this machine on an unstable cart, stand, or table. The machine may fall, causing serious damage to the machine.
7. Slots and openings in the cabinet and the back or bottom are provided for ventilation; to ensure reliable operation of the machine and to protect it from overheating, these openings must not be blocked or covered. The openings should never be blocked by placing the machine on a bed, sofa, rug, or other similar surface. This machine should never be placed near or over a radiator or heater. This machine should never be placed in a built-in installation unless adequate ventilation is provided.
8. This machine should be connected to an AC power source within the range indicated on *Specifications* in the *Online User's Guide*. Do not connect it to a DC power source. If you are not sure, contact a qualified electrician.
9. Do not place anything on top of the power cord including this machine. Do not allow the power cord to be stepped on.
10. Do not place anything in front of the machine that will block scanned documents. Do not place anything in the path of documents.
11. Do not touch a document during scanning.
12. Never push objects of any kind into this machine through cabinet slots, since they may touch dangerous voltage points or short out parts resulting in a risk of fire or electric shock. Never spill liquid of any kind on the machine.
13. Do not attempt to service this machine yourself. Opening or removing covers may expose you to dangerous voltage points and/or other risks. Refer all servicing to service personnel.
14. Do not try and pick up pages that have not yet finished scanning and exited the machine.
15. Unplug this machine from the electrical socket and refer servicing to Authorized Service Personnel under the following conditions:
 - When the power cord is damaged or frayed.
 - If liquid has been spilled into the machine.
 - If the machine has been exposed to rain or water.
 - If the machine does not operate normally when the operating instructions are followed. Adjust only those controls that are covered by the operating instructions. Improper adjustment of other controls may result in damage and will often require extensive work by a qualified technician to restore the machine to normal operation.
 - If the machine has been dropped or the cabinet has been damaged.
 - If the machine exhibits a distinct change in performance, indicating a need for service.

Product Warranty & Liability

Nothing in this guide shall affect any existing product warranty or be construed as granting any additional product warranty. Failure to follow the safety instructions in this guide may invalidate your product's warranty.

WARNING

Use only the AC adapter supplied with this machine.

This product must be installed near an electrical socket that is easily accessible. In case of an emergency, you must unplug the AC adapter from the electrical socket to shut off the power completely.

For Singapore



Complies with
IMDA Standards
DB02405

Compliance Statement of Wireless equipment (Thailand only)

This telecommunication equipment conforms to the standard or technical requirements of NBTC.

(ADS-4900W)

เครื่องวิทยุคมนาคมนี้มีระดับการแผ่คลื่นแม่เหล็กไฟฟ้าสอดคล้องตาม มาตรฐานความปลอดภัยต่อสุขภาพของมนุษย์จากการใช้เครื่องวิทยุคมนาคมที่คณะกรรมการกิจการโทรคมนาคมแห่งชาติประกาศกำหนด

Recycling information in accordance with the India E-waste (Management) Rules (India Only)



India only

This product is RoHS compliant and meets the requirements of the India E-Waste (Management) Rules. The above recycling symbol means that at the end of the life of the equipment, you must dispose of it separately at an appropriate collection point, and not place it in the normal domestic unsorted waste stream. This will benefit the environment for all. For detailed information, please refer to the following Brother India website:

<https://www.brother.in/>

For inquiries on the collection program, please call Toll Free: 1800 222422 or 1800 2098904 (Between 9AM-5PM Mon-Sat).

Wireless LAN (Models with the wireless LAN function only)

This scanner supports a wireless interface.

- Frequency band(s): 2400 MHz - 2483.5 MHz
Maximum radio-frequency power transmitted in the frequency band(s): Less than 20 dBm (e.i.r.p.)

(ADS-4900W only)

- (Europe Only) Frequency band(s):
5180 MHz - 5320 MHz
Maximum radio-frequency power transmitted in the frequency band(s): Less than 23 dBm (e.i.r.p.)
For indoor use only (5.18 GHz - 5.32 GHz)
- (Europe Only) Frequency band(s):
5500 MHz - 5700 MHz
Maximum radio-frequency power transmitted in the frequency band(s): Less than 23 dBm (e.i.r.p.)
For indoor use only (5.5 GHz - 5.7 GHz)

LAN connection (Models with wired LAN function only)

CAUTION

DO NOT connect this machine to a LAN connection that is subject to over voltages.

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Brother customer service

Customer service

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Service centre locations

Visit www.brother.com for contact information for your local Brother office.

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- Bonds or other certificates of debt
- Certificates of deposit
- Armed forces service or draft papers
- Passports
- Postage stamps (cancelled or uncanceled)
- Immigration papers
- Welfare documents
- Cheques or drafts drawn by governmental agencies
- Identifying badges or insignias

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www.brother.com

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www.brotherearth.com

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