



Secure Function Lock

Last Updated: 4th August 2008

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1: Basic overview

Secure function lock from Brother helps you to save money and increase security by restricting the functions available on your Brother multifunction device. These functions include printing, copying, scanning and on some devices faxing. Secure function lock allows you to configure passwords for selected users, granting them access to some, or all, of these functions. This means that only authorised people can use them.

2: Benefits of secure function lock

- It offers Improved security
- It can help you to save costs
- It can increase the life of your Brother devices
- It offers you better control of your Brother devices

3: Secure function lock in practice

The customer service team for a large insurance company shares its office with another six departments. The manager of this department noticed that their Brother multifunction printer was being used by people from these other departments, which was impacting on their monthly budget. She decided to configure secure function lock, giving full access to the Brother's multifunction printer's functions to staff within her department only.

A month later, the customer service department has managed to save over a third of the printers running costs. She has also managed to minimise the number of incoming faxes which are not intended for her department.

4: How to use secure function lock

Using secure function lock is extremely easy; in fact the only hard part is remembering your PIN. Your PIN allows you to use functions, such as copy and scan, which are restricted to other users. Other users either have their own profiles or are only granted access to the public mode. The public mode does not require a PIN but has slightly less functions available, which may include only having the ability to print.

The following instructions demonstrate secure function lock being used on a DCP-9045CDN to make a colour copy of a document, which is not available within the public user mode. Please note other models may vary slightly,

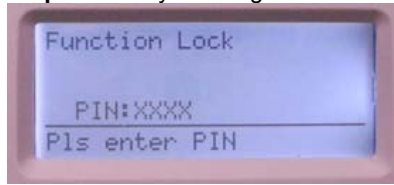
Step 1: Place your colour document on either the ADF or flatbed scanner.



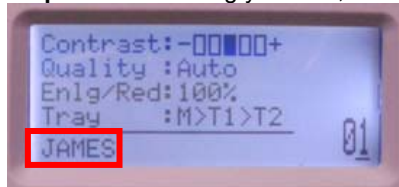
Step 2: Press the 'Colour Start' button.



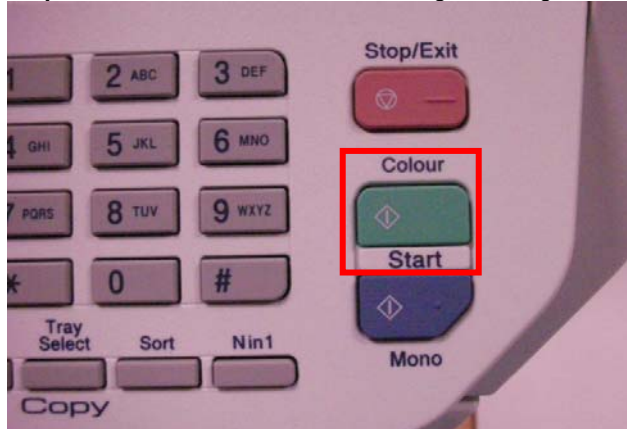
Step 3: Enter your 4 digit PIN then click the 'OK' button.



Step 4: After entering your PIN, the DCP-9045CDN will identify you.



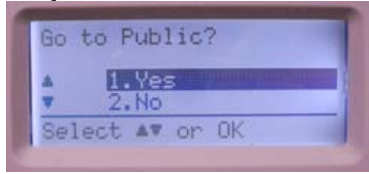
Step 5: Press the 'Colour Start' button again to begin colour copying your document



Step 6: Once your copy has finished, press the 'Clear / Back' button. Please ensure that you are not in any menus otherwise it will return you back to the main screen. On MFC machines, press the lighted mode key (the fax, scan or copy keys).



Step 7: Select 'Yes' then press the 'OK' button. This will return the DCP-9045CDN back to the public mode, this preventing anybody else from using your access rights when you're away from the machine.



5: How to configure secure function lock

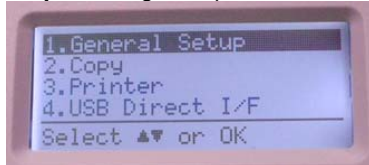
Please note that these instructions show you how to configure a Brother DCP-9045CDN with secure function lock. Other devices and functions may differ slightly.

5.1 Configuring secure function lock from the control panel

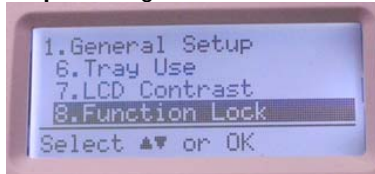
Step 1: From the control panel, press the 'Menu' button.



Step 2: Using the up and down arrow keys, find 'General Setup' and press the 'OK' button.



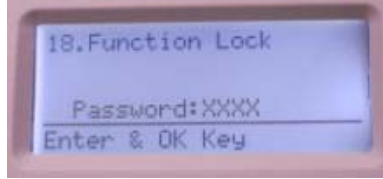
Step 3: Navigate to 'Function Lock' and press the 'OK' button.



Step 4: You now need to set an administrator password which will enable you to turn secure function lock off and on. To do this, navigate to 'Set Password' and press the 'OK' button.



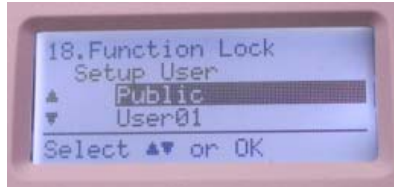
Step 5: From here, set your password.



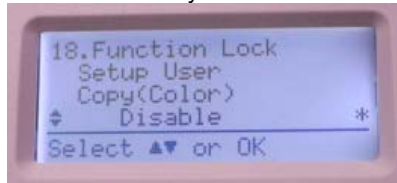
Step 6: With the administrator password set, it is now time to configure the access rights for people using the public mode and also individual access rights. To do this, navigate to 'Setup User' and press the 'OK' button.



Step 7: Firstly, configure the rights which you want to give within the public mode by pressing the 'OK' button on the word 'Public'.



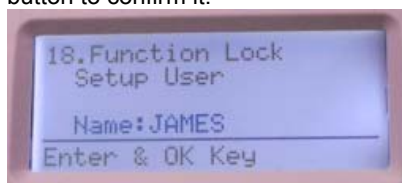
Step 8: Cycle through each function by selecting either 'Disable' or 'Enable' to each one. Please note that you must disable at least one.



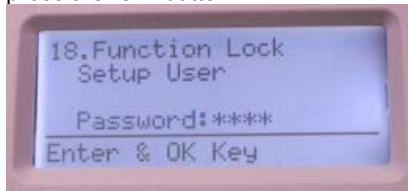
Step 9: Now that you have configured the public mode, it is now time to set up individual access rights (you can have up to 25). To do this, select 'User01' and press the 'OK' button. If you have already configured a user, the name of that user will be displayed instead.



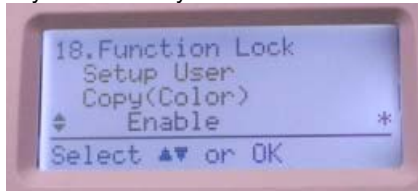
Step 10: Using the number keypad, write in the name of your first user then press the 'OK' button to confirm it.



Step 11: Give this user a 4 digit PIN using the number keypad. Once you have done this, press the 'OK' button.



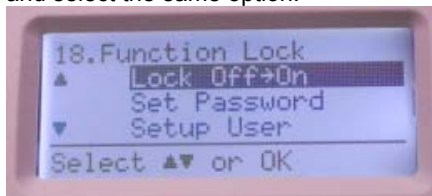
Step 12: Select which functions you want this user to have by using the up and down arrow keys' followed by the 'OK' button.



Step 13: Once you have configured your users, press the 'Clear / Back' button to return back to the secure function lock main screen.



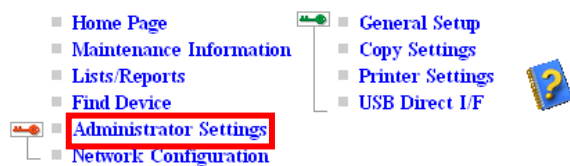
Step 14: To turn secure function lock on, navigate to 'Lock Off→On' and press the 'OK' button. Secure function lock is now enabled. To disable it, simply return back to this screen and select the same option.



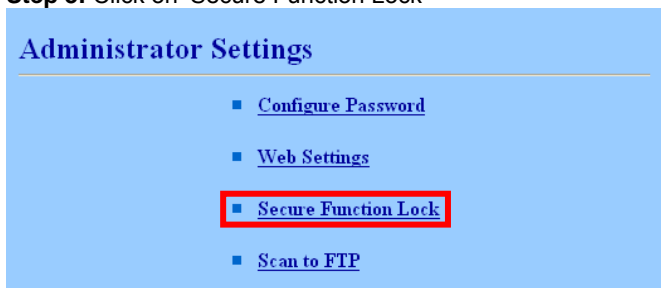
5.2 Configuring secure function lock from the embedded web server

Step 1: Log onto your Brother DCP / MFC device through your web browser.

Step 2: Click on 'Administrator Settings' and enter your user name and password if prompted to do so.



Step 3: Click on 'Secure Function Lock'



Step 4: Click the 'On' button and set an administrator password. This password enables you to turn this feature on and off at the machines control panel. On some brother DCP & MFC devices this will be at the bottom.

Secure Function Lock

Function Lock Off On
 Administrator Password

Name	Copy Color	Copy B&W	Scan	Print	Password
Public Mode	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Step 5: Decide what features you want to enable within the public zone. Please note that you must disable at least one.

Secure Function Lock

Function Lock Off On
 Administrator Password

Name	Copy Color	Copy B&W	Scan	Print	Password
Public Mode	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1 JAMES	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		1111
2 LAURA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		2222
3 MARK	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		3333

Step 6: Then configure the access rights for individual users. You can have up to 25.

Secure Function Lock

Function Lock Off On
 Administrator Password

Name	Copy Color	Copy B&W	Scan	Print	Password
Public Mode	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1 JAMES	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		1111
2 LAURA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		2222
3 MARK	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		3333

Step 7: Press either the 'Submit' button to confirm your new settings.

Cancel Submit

Step 8: Your Brother DCP-9045CDN is now configured for secure function lock.