

**RICOH**  
imagine. change.

# Ricoh Aficio MP 301SPF

**Multifunction B&W**

Copier  Printer  Facsimile  Scanner



**MP 301SPF**

**31** ppm  
monochrome

## Affordable, productive multitasking at your convenience

Raise your expectations — and improve your productivity. The RICOH® Aficio® MP 301SPF offers advanced capabilities to streamline workflow and reduce total cost of ownership. Use it to produce fast, black-and-white output, share electronic documents, protect sensitive information and optimize IT resources cost-effectively. With its unique combination of powerful, reliable performance and intuitive management in a compact design, it offers incredible value as the primary multifunction device in an office or as part of an integrated Ricoh Managed Document Services (MDS) strategy throughout the enterprise. Expect the MP 301SPF to exceed your low-volume, desktop multifunctional product demands without compromising space or the budget.

### Choose your own efficiency

Loaded with customizable features in a sleek, desktop design, the MP 301SPF makes everyday tasks more accessible. The tiltable, 4.3" color touch-panel display and an optional external keyboard enable users to deftly manage every job with ease. Four frequently used functions are available directly from the Home Screen, so users can select specific workflows quickly to save steps and help maximize productivity. In addition, users can return to the Home Screen at any time with simple, one-touch operation.



### Perform any task, anywhere

Move mobile users forward, while improving workflow, with innovative electronic media capabilities. Users can insert a USB memory or SD card into a slot on the MFP control panel to preview and print output remotely, without a PC. Users can also work from a mobile device, such as a smart phone or tablet, to locate the MFP quickly and print output without the use of utilities, software or drivers.



### Discover the power of versatility

The MP 301SPF enables users to handle a wide range of demanding tasks with ease. It generates up to 31 pages per minute for outstanding throughput. Storage capacity can be expanded to 1,350 paper sheets to support longer, uninterrupted runs. Its 8" x 14" platen is perfect for copying, scanning and faxing oversized documents, including booklets, catalogs and other media. In addition, when the optional hard drive is installed the Document Server offers convenient access for up to 3,000 frequently-used documents.



# A sleek, compact MFP streamlined for the desktop—and your workflow

## Sustainable savings and productivity

Backed by Ricoh's long-standing commitment to energy- and environmentally-friendly solutions, the MP 301SPF offers a host of innovative features to reduce total cost of ownership. With the Eco-Friendly Indicator, users can check usage status for individual employees and foster more environmental awareness and responsible paper consumption. With its class leading energy efficiency, based on the low Typical Energy Consumption (TEC) value of only 1.5 kWh/week, combined with a short recovery time of less than 10 seconds from Sleep Mode, high speed duplexing and enhanced first copy out time, the system provides a quicker availability and saves more energy.



## Sophisticated scanning and faxing

Capture black-and-white or full-color originals quickly and distribute them electronically for faster, more affordable communications. Users can retrieve numbers and addresses from LDAP-registered directories and eliminate costly delivery charges by sending documents instantly via Scan-to-Email/Folder/SD/USB. One-sided and two-sided originals can be scanned in a single job using Enhanced Batch Scan to boost productivity. Plus, a powerful Super G3 fax modem, IP (T.38) and Internet (T.37) faxing minimize bottlenecks while eliminating transmission costs.



## Complex management tasks simplified

With exceptional compatibility and easy-to-use utilities, the MFP automates processes and optimizes workflow. Users can take advantage of Ricoh's services-led platform to integrate customized applications and software solutions to boost productivity and help reduce operating costs. Shortcuts, system and application settings and more can be exported to an SD card for installation on another MP 301. Workflows can be customized from the desktop and accessed within moments for fast walk-up operations on the most comprehensive jobs.



