

**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.



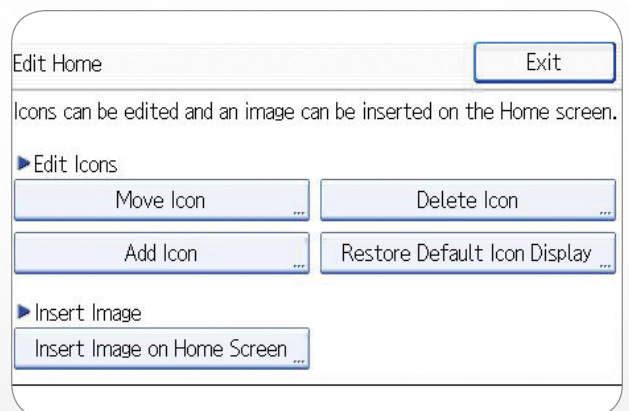
## Sophisticated scanning and faxing

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.



### General Specifications

<b>Configuration</b>	Desktop Multifunctional Product (MFP)
<b>Scanning Element</b>	Flatbed with CCD array image-sensing element
<b>Printing Process</b>	Laser beam scanning/marketing & electro-photographic printing
<b>System Memory</b>	1GB. (RAM) standard
<b>Output Speed (Copy/Print)</b>	Up to 31 ppm (Letter)
<b>First Copy Time</b>	6 seconds or less
<b>Recovery Time to Product Ready Mode</b>	Less than 23 seconds (from main power switch on)
<b>Copy Resolution</b>	600 x 600 dpi (platen), 600 x 300 (ARDF)
<b>Grayscale</b>	256 levels
<b>Exposure Adjustment</b>	Manual and automatic
<b>Multiple Copies</b>	Up to 99
<b>Document Feeder (Standard)</b>	Automatic Reversing Document Feeder (ARDF)
<b>Original Capacity</b>	50 sheets (ARDF)
<b>Paper Sizes</b>	Standard Tray: 5.5" x 8.5" to 8.5" x 11" (A4/ LT/A5/HLT) Optional Trays: 8.5" x 11" to 8.5" x 14" (A4/LT/ LG/Folio) Bypass Tray: 5.5" x 8.5" to 8.5" x 14" (A6/A5/A4/LT/LG) Duplex Unit: 8.5" x 11" to 8.5" x 14" (A4/LT/LG)
<b>Paper Weights</b>	Standard/Optional Trays: 16 – 24 lb. Bond (60 – 90 g/m) Bypass Tray: 16 – 42 lb. Bond (60 – 157 g/m) Duplex Unit: 20 – 24 lb. Bond (60 – 90 g/m) Up to 8.5" x 14"
<b>Exposure Glass</b>	Standard: 250 sheets + 100-Sheet Bypass Tray
<b>Input Capacity</b>	Optional: 500 sheets x 1 or 2 Trays
<b>Output Capacity</b>	250 sheets (internal tray)
<b>Paper Types</b>	Plain, Recycled, Colored, Letterhead, Preprinted, Bond, Card Stock, Prepunched, Special, Thick*, OHP (Transparency)*, Envelopes*, Label Stock*
<b>Auto Duplex</b>	Standard
<b>Zoom</b>	25% to 400% in 1% increments
<b>Preset Reduction and Enlargement Ratios</b>	65%, 78%, 93%, 129%, 155%
<b>Dimensions (WxDxH)</b>	19.0" x 17.7" x 18.1" (476 mm x 450 mm x 451 mm) – includes ARDF
<b>Weight</b>	57.3 lbs./ 26 kg.
<b>Power Requirements</b>	120V, 60Hz, 8A
<b>Power Consumption</b>	Less than 1,1 kW (max.) Sleep Mode, 2.8 W (MP 301SPF) MP 301SPF – 1.507 kWh/week***
<b>TEC</b>	
<b>Standard Features</b>	Document Server**, Image Rotation, Auto Off Timer, Combine Copy, Electronic Sort, Energy Saver Timer, Photo Mode, Series Copy, Job Programs (25), User Codes (8 digits, 1,000 Personal Codes)

\*Bypass Tray only.  
\*\*HDD option required.  
\*\*\*Typical electric consumption by ENERGY STAR program

### Printer

<b>CPU</b>	RM7035C – 533 MHz
<b>Memory Capacity</b>	Standard: 1 GB RAM
<b>Hard Disk Drive</b>	Optional: 128 GB HDD
<b>Page Description Languages</b>	Standard: PCL5e/6, Genuine Adobe® PostScript®3
<b>Maximum Print Resolution</b>	600 x 600 dpi
<b>Standard Interfaces</b>	Ethernet (RJ-45 network port : 10Base-T/100Base-TX), USB2.0 Type A and B
<b>Optional Interfaces</b>	IEEE1284, Wireless LAN (IEEE802.11a/b/g), Giga Ethernet (1000BASE-T), Bluetooth
<b>Network Protocols</b>	TCP/IP (IPv4, IPv6), IPX/SPX (available with Netware option)
<b>Fonts for PCL 5e/6</b>	45 Roman fonts
<b>Fonts for PS3</b>	136 Roman fonts
<b>Network Operating Systems</b>	Windows XP/Server 2003/Vista/Server 2008/7; Novell Netware 6.5; UNIX Filters for Sun Solaris 2.6/7/8/9/10; HP-UX 10.x/11.x/11v2/11v3; Red Hat Linux Enterprise V4, V5, V6; SCO OpenServer 5.0.6/5.0.7/6.0; IBM AIX Version 5.3, 6.1, 7.1; SAP R/3, 3.x or later, mySAP, ERP2004 or later; Mac OS X 10.2 or later, Citrix Metaframe XP/ Presentation Server 4, 5/XenApp 5.0, 6.0
<b>Utilities</b>	SmartDeviceMonitor for Admin and Client, Web SmartDeviceMonitor, Web Image Monitor
<b>Other Printer Features</b>	Media Direct Print (Print from USB/SD), Mobile Driver, Bonjour Support, Classification Code, Mail to Print*, PDF Direct Print, Sample/Hold/Stored/Locked Print, Store and Print*, Windows Active Directory Support, DDNS Support, WSPrinter, PCL resident font adoption, Tray-Parameter Change from WebImageMonitor, XPS Support

\*HDD option required.

### Scanner

<b>Scanning Speed</b>	31 ipm @ 300 dpi B/W (LT) 21 ipm @ 300 dpi Full-Color (LT)
<b>Scanning Resolution</b>	100 to 600 dpi
<b>Scan Area</b>	Main: 8.5" (216 mm) Sub: 14.02" (356 mm)
<b>Compression Method</b>	B/W: MH (default), MR, MMR, JBIG2 Full-Color: JPEG
<b>Scan Mode</b>	B/W: Text, Text/Line Art, Text/Photo, Photo, Grayscale Full-Color: Text/Photo, Glossy Photo, Grayscale
<b>Standard Interfaces</b>	Ethernet 10BASE-T/100BASE-TX
<b>Optional Interfaces</b>	Wireless LAN (IEEE 802.11a/b/g), Gigabit Ethernet (1000BASE-T)
<b>Scan Modes Supported</b>	File Formats: Single/Multi Page TIFF, Single/Multi Page PDF, Single/Multi Page High Compression PDF and Single/Multi Page PDF/A; Single Page JPEG Scan-to-USB/SD, Scan-to-Email (POP, SMTP, TCP/IP); Scan-to-Folder (SMB/FTP/NCP); Network TWAIN Scanning; WSDScanner for Vista

### Standard Features

	PDF Encryption, Preview Before Transmission (TX Preview), Drop Out Color Send, Simultaneous Fax and Scan, Scan-to-Email/SMB/FTP/URL/NCP*, LDAP Support, TWAIN Scanning
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<sup>1</sup> HDD option required.  
<sup>2</sup> Netware option required

### Fax

<b>Type</b>	ITU-T (CCITT) G3
<b>Circuit</b>	PSTN, PBX
<b>Resolution</b>	200 x 100 dpi, 200 x 200 dpi
<b>Modem Speed</b>	33.6K – 2,400 bps with Auto Fallback
<b>Compression Method</b>	MH, MR, MMR, JBIG
<b>Scan Speed</b>	2.4 seconds (Letter)
<b>Transmission Speed</b>	Approx. 2 seconds/page (JBIG)
<b>Memory</b>	4 MB (approx. 320 pages)
<b>Memory Backup</b>	12 hours
<b>Quick/Speed Dials</b>	200 (2,000 with HDD Option)
<b>Group Dials</b>	10 groups (max. 100 numbers per group with HDD option)
<b>User Function Key</b>	3 keys
<b>Standard Features</b>	Detection of Misplaced Documents, Double Check Destination Address, Direct SMTP, Simultaneous Fax and Scan, Fax Forward to Email/Folder, Internet Fax (T.37), IP Fax (T.38), LAN Fax, Paperless Fax*, LDAP Support

<sup>1</sup> HDD option required.

### Paper Feed Unit PB1040 (Option)

<b>Paper Size</b>	8.5" x 11" SEF, 8.5" x 14" SEF (A4/LT/LG)
<b>Paper Weight</b>	16 – 24 lb. Bond (60 – 90 g/m <sup>2</sup> )
<b>Paper Capacity</b>	500 sheets x 1 or 2 Trays

### Additional Options

HDD Option Type 301 (includes HDD overwrite and encryption), Cabinet, Type FAC57, Cabinet, Type FAC58, IEEE1284 Interface Board Type A, IEEE802.11a/g Interface Unit Type J, Gigabit Ethernet Board Type A, Bluetooth Interface Unit Type D, VM Card Type U, File Format Converter Type E, Browser Unit Type G, SD Card for NetWare Printing Type I, Unicode Font Package for SAP (1/10/100 License Packs available), Handset Type C5502, Optional Counter Interface Unit Type A, Copy Data Security Unit Type F, ACK3400-U Key Board

### Security

Quota Setting/Account Limit; SMTP over SSL; Hard Disk Data Overwrite Security; Authentication (Windows/LDAP/Kerberos/Basic/ User Code/802.1x Wired); Encryption (Address Book/Authentication Password/SSL Communication/S/MIME/IPsec/Locked Print Password/HDD); Network Protocol (Port) On/Off; IP Filtering; Copy Data Security Unit; RAM Based Security when HDD is not installed

<sup>1</sup> Only required with HDD option.

Some features may require additional options.



MP 301SPF and FAC 57 Cabinet



MP 301SPF with Optional PB1040 Paper Tray and FAC 58 Cabinet



MP 301SPF with Two Optional PB1040 Paper Trays and FAC 58 Cabinet