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.

Ricoh Aficio MP 301SPF

SYSTEM SPECIFICATIONS

Aficio®

General Specifications

Configuration	Desktop Multifunctional Product (MFP)
Scanning Element	Flatbed with CCD array image-sensing element
Printing Process	Laser beam scanning/marking & electro-photographic printing
System Memory	1GB. (RAM) standard
Output Speed (Copy/Print)	Up to 31 ppm (Letter)
First Copy Time	6 seconds or less
Recovery Time to Product Ready Mode	Less than 23 seconds (from main power switch on) Less than 10 seconds (from sleep mode)
Copy Resolution	600 x 600 dpi (platen), 600 x 300 (ARDF)
Grayscale	256 levels
Exposure Adjustment	Manual and automatic
Multiple Copies	Up to 99
Document Feeder (Standard)	Automatic Reversing Document Feeder (ARDF)
Original Capacity	50 sheets (ARDF)
Paper Sizes	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)
Paper Weights	Standard/Optional Trays: 16 – 24 lb. Bond (60 – 90 g/m²) Bypass Tray: 16 – 42 lb. Bond (60 – 157 g/m²) Duplex Unit: 20 – 24 lb. Bond (60 – 90 g/m²)
Exposure Glass	Up to 8.5" x 14"
Input Capacity	Standard: 250 sheets + 100-Sheet Bypass Tray Optional: 500 sheets x 1 or 2 Trays
Output Capacity	250 sheets (internal tray)
Paper Types	Plain, Recycled, Colored, Letterhead, Preprinted, Bond, Card Stock, Prepunched, Special, Thick*, OHP (Transparency)* Envelopes*, Label Stock*
Auto Duplex	Standard
Zoom	25% to 400% in 1% increments
Preset Reduction and Enlargement Ratios	65%, 78%, 93%, 129%, 155%
Dimensions (WxDxH)	19.0" x 17.7" x 18.1" (476 mm x 450 mm x 451 mm) – includes ARDF
Weight	57.3 lbs./ 26 kg.
Power Requirements	120V, 60Hz, 8A
Power Consumption	Less than 1,1 kW (max.) Sleep Mode, 2.8 W (MP 301SPF)
TEC	MP 301SPF – 1.507 kWh/week***
Standard Features	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

CPU	RM7035C – 533 MHz
Memory Capacity	Standard: 1 GB RAM
Hard Disk Drive	Optional: 128 GB HDD
Page Description Languages	Standard: PCL5e/6, Genuine Adobe® PostScript®3
Maximum Print Resolution	600 x 600 dpi
Standard Interfaces	Ethernet (RJ-45 network port : 10Base-T/ 100Base-TX), USB2.0 Type A and B
Optional Interfaces	IEEE1284, Wireless LAN (IEEE802.11a/b/g), Giga Ethernet (1000BASE-T), Bluetooth
Network Protocols	TCP/IP (IPv4, IPv6), IPX/SPX (available with Netware option)
Fonts for PCL 5e/6	45 Roman fonts
Fonts for PS3	136 Roman fonts
Network Operating Systems	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/11iv2/11iv3; 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 OSX 10.2 or later, Citrix Metaframe XP/ Presentation Server 4, 5/XenApp 5.0, 6.0
Utilities	SmartDeviceMonitor for Admin and Client, Web SmartDeviceMonitor, Web Image Monitor
Other Printer Features	Media Direct Print (Print from USB/SD)[1], Mobile Driver, Bonjour Support, Classification Code, Mail to Print[1], PDF Direct Print, Sample/Hold/Stored/Locked Print[1], Store and Print[1], Windows Active Directory Support, DDNS Support, WSPrinter, PCL resident font adoption, Tray-Parameter Change from WebImageMonitor, XPS Support

[1] HDD option required.

Scanner

Scanning Speed	31 ipm @ 300 dpi B/W (LT) 21 ipm @ 300 dpi Full-Color (LT)
Scanning Resolution	100 to 600 dpi
Scan Area	Main: 8.5" (216 mm) Sub: 14.02" (356 mm)
Compression Method	B/W: MH (default), MR, MMR, JBIG2 Full-Color: JPEG
Scan Mode	B/W: Text, Text/Line Art, Text/Photo, Photo, Grayscale Full-Color: Text/Photo, Glossy Photo, Grayscale
Standard Interfaces	Ethernet 10BASE-T/100BASE-TX
Optional Interfaces	Wireless LAN (IEEE 802.11a/b/g), Gigabit Ethernet (1000BASE-T) 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 Modes Supported	Scan-to-USB/SD, Scan-to-Email (POP, SMTP, TCP/IP)[1]; Scan-to-Folder (SMB/ FTP/NCP)[2]; Network TWAIN Scanning; WSDScanner for Vista
Standard Features	PDF Encryption, Preview Before Transmission (TX Preview)[1], Drop Out Color Send, Simultaneous Fax and Scan, Scan-to-Email/SMB/FTP/URL[1]/NCP[2], LDAP Support, TWAIN Scanning

[1] HDD option required.
[2] Netware option required

Fax

Type	ITU-T (CCITT) G3
Circuit	PSTN, PBX
Resolution	200 x 100 dpi, 200 x 200 dpi
Modem Speed	33.6K – 2,400 bps with Auto Fallback
Compression Method	MH, MR, MMR, JBIG
Scan Speed	2.4 seconds (Letter)
Transmission Speed	Approx. 2 seconds/page (JBIG)
Memory	4 MB (approx. 320 pages)
Memory Backup	12 hours
Quick/Speed Dials	200 (2,000 with HDD Option)
Group Dials	10 groups (max. 100 numbers per group with HDD option)
User Function Key	3 keys
Standard Features	Detection of Misplaced Documents, Double Check Destination Address, Direct SMTP, Simultaneous Fax and Scan, Fax Forward to Email/Folder, Internet Fax (T.37)[1], IP Fax (T.38)[1], LAN Fax, Paperless Fax[1], LDAP Support

[1] HDD option required.

Paper Feed Unit PB1040 (Option)

Paper Size	8.5" x 11" SEF, 8.5" x 14" SEF (A4/LT/LG)
Paper Weight	16 – 24 lb. Bond (60 – 90 g/m²)
Paper Capacity	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[1]; Authentication (Windows/LDAP/Kerberos/Basic/ User Code/802.1.x Wired); Encryption (Address Book/Authentication Password/SSL Communication/S/MIME/IPsec/Locked Print Password/HDD[1]); Network Protocol (Port) On/Off; IP Filtering; Copy Data Security Unit; RAM Based Security when HDD is not installed

[1] 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

RICOH imagine. change.

www.ricoh-usa.com

Ricoh Americas Corporation, Five Dedrick Place, West Caldwell, NJ 07006, 1-800-63-RICOH

Ricoh® and the Ricoh Logo are registered trademarks of Ricoh Company, Ltd. All other trademarks are the property of their respective owners. The content of this document, and the appearance, features and specifications of Ricoh products and services are subject to change from time to time without notice. Products are shown with optional features. While care has been taken to ensure the accuracy of this information, Ricoh makes no representation or warranties about the accuracy, completeness or adequacy of the information contained herein, and shall not be liable for any errors or omissions in these materials. Actual results will vary depending upon use of the products and services, and the conditions and factors affecting performance. The only warranties for Ricoh products and services are as set forth in the express warranty statements accompanying them.

R3348