

**Ricoh Aficio MP C300/MP C300SR/  
MP C400/MP C400SR**  
Color Digital Imaging System  
Essential Productivity for the Efficient Office

**RICOH**

intelligent



versatile



compact



# Ricoh Aficio MP C300/MP C300SR/MP C400/MP C400SR

Achieve a faster, smoother, smarter document workflow. Exceptional productivity now fits perfectly in any workspace. The RICOH® Aficio® MP C300/MP C300SR/MP C400/MP C400SR Color Digital Imaging System offers true multifunctional versatility, advanced workflow capabilities and astonishing speed—all in an amazingly compact system. The smart, sleek design includes tools and capabilities that maximize efficiency and ensure low total cost of ownership. Multiple security features provide strong lines of defense for documents and data. It's the ideal solution for smaller workgroups.



# SpeedFlexibilityEconomyPower

## Exceptional Workgroup Productivity

**The Ricoh Aficio MP C300/MP C300SR/MP C400/MP C400SR offers sophisticated tools that are powerful, but easy to use—so you can locate, print and share the documents you need quickly and spend more time driving your business.**

- Produce attractive documents quickly with resolution up to 1200dpi and reliable 32 or 42 page-per-minute output speed. Automatic duplexing, 50-second warm-up time, intuitive controls and internal finishing complete the productivity picture.
- Simplify multi-page jobs—such as proposals, financial reports and marketing plans—with a highly efficient, 250-sheet internal finisher. In addition to great speed and versatility, the internal design saves valuable floor space.
- Streamline document production with a flexible paper supply and a total capacity up to 2,300 sheets of 8.5" x 11" and 8.5" x 14" paper. This extensive amount minimizes replenishment and strengthens overall productivity.
- Store up to 3,000 documents on a standard Document Server that allows you to easily find, retrieve and share the files you need.

## An Accessible, Intuitive Design

**Ricoh designed this system with busy end-users in mind. Intuitive controls and well-engineered features make interacting with the system fast and easy—even for infrequent users.**

- Load paper and get back to work quickly with simple, ergonomically designed reverse-grip paper trays that easily return to their original position.
- Replace toner cartridges with one hand in a matter of seconds.
- Drive office efficiency with a logical touch screen display that clearly leads users step-by-step through each process. The tiltable display panel even accommodates color-challenged users with special settings.

## Streamlined Document Distribution

**The Ricoh Aficio MP C300/MP C300SR/MP C400/MP C400SR offers a variety of Scan-To features that simplify the distribution of critical documents.**

- Distribute hardcopy documents faster and be more productive than ever with Scan-to-Email. Without adding any additional software or hardware, you can scan, preview and send documents to a personal address for forwarding—or directly to other email addresses.
- Reduce network traffic while uploading a variety of business documents—such as proposals, catalogs, brochures or financial reports—to a shared server with Scan-to-FTP. It's a fast and convenient way to make documents universally available to authorized users.
- Convert documents to your choice of electronic formats including PDF, TIFF and JPEG and store them on a USB Clip Drive or SD Card.
- Convert hardcopy documents into High Compression PDFs using the JPEG 2000 image compression standard to create small, portable files with uncompromised image quality.
- Expand system performance with optional Ricoh GlobalScan NX software for advanced scanning capabilities.



Produce presentation-quality proposals, financial reports and other professional business documents with a space-saving internal finisher.



Conserve space and simplify complex jobs with a highly intuitive control panel that tilts and swings for easy viewing.



Retrieve stored documents on a USB Clip Drive or an SD Card and print them with uncompromised image quality directly to the system.



# Critical Capabilities for Business Communications

## **Standard 50-Sheet Automatic Reversing Document Feeder**

Efficiently handle one- and two-sided originals up to 8.5" x 14" in size.



## **Internal Finisher (standard on MP C300SR and MP C400SR)**

Produce superb quality finished documents and save space with an innovative internal finisher design.

## **Inner One-Bin Tray (optional for MP C300 and MP C400)**

Separate output and make it easy for users to retrieve their documents.



## **Standard 550-Sheet Paper Tray**

Stay productive and minimize trips to replenish paper with an ample supply of 8.5" x 11" paper, up to 120 lb. Index.

## **550-Sheet Paper Tray (optional)**

Accommodate sizes up to 8.5" x 14" and increase paper capacity to 1,200 sheets.

## **550-Sheet x 2 Paper Trays (optional)**

Add two additional 550-Sheet Paper Banks and offer users a choice of multiple paper sources on demand. Add one of each of the optional paper trays and increase paper capacity to 2,300 sheets.



## Ricoh Aficio MP C300/MP C300SR/MP C400/MP C400SR

### Side Tray (optional)

Keep output well-organized and easily accessible for end-users.

### Full-Color, Tilttable Control Panel

Simplify every task with a convenient and easy-to-maneuver 8.5" control panel, which can swing into a comfortable position for all users.



### Standard Scan-to-Media

Make high-quality prints from PDF, TIFF or JPEG files—or transport scanned documents on a USB Clip Drive or SD Card.

### Standard 100-Sheet Bypass Tray

Take advantage of a wide range of paper sizes and types (up to 140 lb. Index).

### Standard DataOverwriteSecurity System (DOSS) and Hard Disk Drive Encryption

Safeguard data by overwriting the hard drive after every job—and add a layer of protection against hackers by encoding documents stored on the hard drive.



### Toner Cartridges

Conveniently located behind the front panel and easily replaced.



# Ricoh Aficio MP C300/MP C300SR/MP C400/MP C400SR

## Protect Documents and Data

**A variety of physical and logical security features allow you to safeguard documents and data.**

- Reduce the threat of unauthorized users retrieving and printing documents with the standard DataOverwriteSecurity System (DOSS) feature. DOSS instantly overwrites the hard drive after every job. Standard Hard Disk Drive (HDD) Encryption further protects documents and data, even if the hard drive is stolen.
- Control access to the system or specific features with various levels of authentication. These proven security measures reduce the chance of unauthorized users accessing documents, data and passwords.
- Enhance security and make both log-in and IPP passwords harder to compromise with Scan-to-Webmail (SMTP over SSL).
- Safeguard against unauthorized viewing of confidential documents with encrypted PDF transmission. PDF data is automatically encrypted prior to transmission via Scan-to-Email and Scan-to-Folder.

## Intelligent System Management

**Manage your workflow—and enterprise-wide document distribution—from your desktop with a variety of easy-to-use utilities.**

- Track costs and reinforce economical supply usage with the innovative User Account Limit feature. It allows you to assign amounts of output—or color usage—for groups or individuals. This helps keep supply costs low and highly predictable.
- Manage critical functions—such as system settings, print job status and supply levels—remotely with Web Image Monitor. Virtually every function performed at the system can be handled remotely with this robust, web-based tool.
- Eliminate the cost and hassle of manual meter data submissions with the automated simplicity of @Remote Intelligent Management.
- Build custom applications or integrate off-the-shelf software products with an easy-to-use Software Development Kit (SDK). Ricoh Embedded Software Architecture (ESA) gives you the freedom to automate processes, optimize workflow or add accountability to your network.

## Create A Powerful Network

**Enjoy full compatibility and integration with a wide range of stand-alone and networked environments. Count on fast, non-disruptive installation, minimal IT investment and maximum uptime.**

- Support a full range of print streams with standard PCL5c/6, genuine Adobe® PostScript® 3™ and support for XPS.
- Empower end-users with varying network requirements by providing them with an efficient multifunction solution. The device offers easy integration for Windows, Macintosh or UNIX environments with standard 10Base-T/100Base-TX Ethernet and USB 2.0 interfaces, as well as optional Gigabit Ethernet and IEEE 802.11a/g interfaces.
- Create brilliant, full-color documents from PDFs without the need to open each file with PDF Direct Print. This minimizes wait times and alleviates network congestion.
- Shorten the time it takes users to set up and complete print jobs. A one-click, graphical icon-based user interface with the PCL6 or standard PostScript3 driver requires limited mouse clicks to set up print jobs.
- Print directly from a laptop, handheld device or smart phone securely across the Internet without device-specific drivers, special software or a LAN connection using the Ricoh HotSpot MFP option.



Control system and supply usage and reduce the level of unnecessary output—on an individual or workgroup basis—with the User Account Limit feature.



Elevate end-user productivity and maintain a continuous workflow with a maximum paper capacity of 2,300 sheets.



Ricoh was recently named one of the "Global 100 Most Sustainable Corporations in the World" for the sixth consecutive year.

# OptimizeEnhanceAccelerateCommunicate

## Optional Fax Capabilities

**Enhance the multi-functional power of the Ricoh Aficio MP C300/MP C300SR/MP C400/MP C400SR with optional fax capabilities. Advanced technologies remove time and cost from the fax process.**

- Increase the speed of your fax communications and greatly reduce phone line costs with a Super G3 fax modem that transmits an average page in two seconds or less.
- Transfer incoming fax messages to selected e-mail addresses, so users can receive and review documents from any PC—even if they are away from their offices.
- Send or receive faxes electronically with Internet (T.37) faxing or PC-based LAN faxing. Users can also select IP (T.38) and Super G3 faxing for quick delivery to conventional fax numbers.

## Ricoh Managed Document Services

**Ricoh's Managed Document Services (MDS) is a powerful way to streamline your document management environment. MDS enables control of output-related costs and assets and optimizes the fleet. Through on-site and off-site services, MDS improves workflow, productivity and end-user experiences.**

- Control expenses with the Ricoh Aficio MP C300/MP C300SR/MP C400/MP C400SR, which provide a powerful combination of high productivity, long-lasting reliability and low total cost of ownership (TCO).
- Consolidate copying, printing, scanning and document management into a single device, with a smaller footprint and one set of consumables.
- Place the appropriate device for the right applications with these systems and others—all part of our extensive line of Ricoh products.



## The Total Green Office Solution



**Ricoh continues its long-standing commitment to developing office solutions with environmentally friendly and superior energy- and supply-saving features, without compromising productivity.**



# Ricoh Aficio MP C300/MP C300SR/MP C400/MP C400SR

## System Specifications

**Aficio®**

### General Specifications

<b>Configuration</b>	Desktop
<b>Printing Process</b>	Dry Electrostatic Transfer with Dual Component Magnetic Brush Development; 4-Drum Method
<b>Scanning Element</b>	Full Color One Dimensional Solid Scanning via CCD
<b>Output Speed (Copy/Print)</b>	32 ppm/42 ppm
<b>Warm-up Time</b>	50 seconds
<b>First Copy Time</b>	Less than 10 sec (B/W); Less than 15 sec (Color)
<b>Copy Resolution</b>	600 x 600dpi
<b>Document Feeder (standard)</b>	Automatic Reversing Document Feeder (ARDF)
<b>Original Capacity</b>	50 sheets
<b>Paper Size</b>	5.04" x 5.5" to 8.5" x 14" (128 x 139.7mm to 216 x 355.6mm)
<b>Custom</b>	Up to 49.6" (1260mm) Simplex only for Banners
<b>Paper Weight (simplex)</b>	14 to 34 lb Bond (52-128 g/m <sup>2</sup> )
<b>Paper Weight (duplex)</b>	17 to 28 lb Bond (60-105 g/m <sup>2</sup> )
<b>Exposure Glass</b>	8.5" x 11" (210 x 297mm)
<b>Quantity Indicator</b>	1-999
<b>Input Capacity</b>	Standard: 1 x 550 sheets + 100-Sheet Bypass Tray Maximum: 2,300 sheets
<b>Output Capacity (Letter)</b>	500 sheets (MP C300/C400); 250 sheets (MP C300SR/C400SR)
<b>Paper Sizes</b>	Standard Paper Tray
<b>Standard Paper Tray</b>	8.5" x 11" (216 x 297mm)
<b>Bypass Tray</b>	2.76" x 5.0" to 8.5" x 49.6" (70 x 127mm to 216 x 1260mm)
<b>Optional Paper Feed Units</b>	5.5" x 8.5" to 8.5" x 14" (139.7 x 216mm to 216 x 355.6mm)
<b>Paper Weights</b>	Standard Tray/Optional Paper Feed Units
<b>Standard Tray/Optional Paper Feed Units</b>	14-58 lb Bond/120 lb Index (52-220 g/m <sup>2</sup> )
<b>Bypass Tray</b>	14-68 lb Bond/140 lb Index (52-256 g/m <sup>2</sup> )
<b>Duplex Unit</b>	16-43 lb Bond/90 lb Index (60-163 g/m <sup>2</sup> )
<b>Paper Types</b>	Plain Paper, Special Paper, Thick Paper, Coated, High-gloss Coated, Water-resistant Paper, Labels, Envelopes, Laser Printer Qualified Transparencies
<b>Auto Duplex</b>	Standard
<b>Zoom</b>	25% to 400% in 1% increments (Platen); 25% to 200% in 1% increments (ARDF)
<b>Preset Reduction and Enlargement Ratios</b>	155%, 129%, 93%, 78%, 65%
<b>Dimensions (WxDxH)</b>	21.7" x 22.4" x 28" (including ARDF and Operation Panel)
<b>Weight</b>	<176.3 lbs (80kg) MP C300/C400; <187.3 lbs (85kg) MP C300SR/C400SR
<b>Power Requirements</b>	120-127V/60Hz/15 Amps
<b>Power Consumption</b>	Less than 1.6KW (Full System)

### Copier Features

Auto Color Selection (ACS), Auto/Manual Density Control, Batch Mode & SADF Mode, Color Adjustment, Color Creation Modes, Combine Mode, Copy Mode – Photo Type Selection (Printed, Glossy & Copied Photo), Cover/Slip/Chapter Sheets, Image Adjustment, Image Rotation, Job Preset (8), Job Program (10), Sample Copy, Shift/Erase Margin, Stamps/Numbering, User Codes (500)

### Printer Controller Specifications (standard)

<b>CPU</b>	Intel Celeron M (1GHz)
<b>Memory (standard/maximum)</b>	1.5GB RAM + 160GB Hard Disk Drive
<b>Max. Print Speed</b>	32/42ppm
<b>Print Drivers (standard)</b>	PCL5c, PCL6, PS3, XPS

<b>Max. Print Resolution</b>	600 x 600dpi; 1200 x 1200dpi (excluding PCL5c)
<b>Standard Interfaces</b>	USB2.0 (Type A & B), 10/100Base-TX Ethernet (RJ45), Front USB 2.0/SD Card Slot
<b>Optional Interfaces</b>	1000Base-T Gigabit Ethernet, IEEE 802.11a/g Wireless
<b>Network Protocols</b>	TCP/IP (IPv4, IPv6), Bonjour
<b>Fonts for PCL</b>	45 Intellifonts, 13 International Fonts
<b>Fonts for PostScript3</b>	136 Roman
<b>Network Operating Systems</b>	Windows 2000/XP/Vista/7/Server 2003/Server 2008/R2, Mac OS X 10.1 or later, Citrix MetaFrame/Presentation Server/XenApp 5.0, Novell NetWare 3.12, 3.2, 4.1, 4.11, 5.0, 5.1, 6.0, 6.5, UNIX Filter for Sun Solaris, HP-UX, SCO OpenServer, RedHat Linux, IBM AIX, SAP R/3
<b>Utilities</b>	SmartDeviceMonitor for Admin and Client, Web SmartDeviceMonitor, Web Image Monitor, @Remote

### Other Printer Features

Black Over Print, Bonjour Support, Classification Code, CLP Simulation, PDF Direct Print, PictBridge Support, Sample/Hold/ Stored and Locked Print, WSD Printer

### Scanner Specifications (standard)

<b>Scanner Resolution</b>	100/200/300/400/600 dpi (200 dpi default)
<b>Scanning Speed</b>	>30 ipm (B&W and F/C @200dpi via ARDF)
<b>Main Scan</b>	8.5" x 49.6" (216 x 1260mm)
<b>Sub Scan</b>	11.6" x 49.6" (297 x 1260mm)
<b>Compression Method</b>	Single/Multi Page TIFF, PDF and High Compression PDF, Single Page JPEG
<b>Scan Mode</b>	BW Text/Line Art, Text, Text/Photo, Photo, Grayscale; Color Text/Photo, Gloss Photo
<b>Scan-to-Modes Supported</b>	Scan-to-Email (with LDAP support); Scan-to-Folder (SMB/FTP/NCP); Scan-to-URL; Network TWAIN Scanning; Scan-to-Media (USB/SD); WSD Scanner (for VISTA)

### Document Server Specifications (standard)

<b>Capacity</b>	160GB (shared with other functions)
<b>Max. Stored Documents</b>	3,000 documents
<b>Max. Pages</b>	2,000 pages (per document) 15,000 pages (all stored documents)

### Facsimile Specifications (optional)

<b>Type</b>	ITU-T (CCIT) G3
<b>Circuit</b>	PSTN, PBX
<b>Resolution</b>	200 x 100 dpi, 200 x 200 dpi, 400 x 400 dpi (with optional SAF memory)
<b>Modem Speed</b>	33.6K – 2,400bps with Automatic Shift Down
<b>Compression Method</b>	MH, MR, MMR, JBIG
<b>Transmission Speed</b>	G3: Approx. 2 seconds/page (w/JBIG compression) G3: Approx. 3 seconds/page (w/MMR compression)
<b>Scan Speed</b>	0.8 seconds (B&W, Letter @ 200 x 100 dpi)
<b>Auto Dialing</b>	2,000 Quick Dials, 100 Group Dials (500 locations each)
<b>SAF Memory Capacity</b>	4MB (approx. 320 pages); Maximum 28MB (approx. 2,240 pages)
<b>Additional Modes</b>	Internet Fax (T.37), IP Fax (T.38), LAN Fax, Fax Forward to E-mail/Folder, LDAP Support

### Other Facsimile Features

Detection of Misplaced Documents, Double Check Destination, LDAP Support

### Security Specifications

**DataOverwriteSecurity Unit (DOSS) (standard)** – Security feature that overwrites latent data on the system's hard drive after copy, scan, fax and print jobs.  
**DataOverwriteSecurity Unit (DOSS) Type H** – For customers requiring ISO 15408 Common Criteria Certification.  
**HDD Encryption (standard)** – This function encrypts the system's hard drive using 256 bits (AES) to protect against data theft.

### Other Security Features

Classification Codes, 802.1.x Wired Authentication, Encryption (Address Book, Authentication Password, Locked Print Password, PDF, SSL Communication, S/MIME, IPsec Communication), IP Filtering, Locked Print, Network Protocol On/Off, SNMP v3 Support, User Authentication (Windows/LDAP with Kerberos-External; Basic and User Codes – Internal), User Code Account Limits, WPA/WPA2 (Wi-Fi Protect Access Support)

### Optional Hardware Accessories

#### One Tray Paper Feed Unit (PB1000)

<b>Paper Capacity</b>	550 sheets x 1 tray
<b>Paper Sizes</b>	5.04" x 5.5" to 8.5" x 14"
<b>Paper Weights</b>	14 – 58 lb Bond/120 lb Index (52-220 g/m <sup>2</sup> )
<b>Dimensions (WxDxH)</b>	20.4" x 22.1" x 4.7" (520 x 563 x 121mm)

#### Two Tray Paper Feed Unit (PB1010)

<b>Paper Capacity</b>	1,100 sheets (550 sheets x 2 trays)
<b>Paper Sizes</b>	5.04" x 5.5" to 8.5" x 14"
<b>Paper Weights</b>	14 – 58 lb Bond/120 lb Index (52-220 g/m <sup>2</sup> )
<b>Dimensions (WxDxH)</b>	20.4" x 22.1" x 10.6" (520 x 563 x 271mm)

#### Internal 50-Sheet Finisher Type C400

(standard on MP C300SR/MP C400SR only)

<b>Paper Sizes</b>	5.04" x 5.5" to 8.5" x 14"
<b>Paper Weights</b>	13 – 68 lb Bond/140 lb Index (52-256 g/m <sup>2</sup> )
<b>Stack Capacity</b>	250 sheets
<b>Staple Capacity</b>	50 sheets/set (Letter); 30 sheets/set (Legal)
<b>Staple Paper Sizes</b>	Letter and Legal
<b>Staple Positions</b>	1 Position; Side Parallel
<b>Dimensions (WxDxH)</b>	19.6" x 16.5" x 6.9" (500 x 420 x 176mm)

#### One-Bin Tray Type BN1000 (available with MP C300/MP C400 only)

<b>Paper Sizes</b>	5.04" x 5.5" to 8.5" x 14"
<b>Paper Capacity</b>	100 sheets
<b>Paper Weights</b>	14 – 58 lb Bond/120 lb Index (52-220 g/m <sup>2</sup> )
<b>Dimensions (WxDxH)</b>	15.7" x 12.5" x 3.1" (400 x 320 x 80mm)

#### Side Tray Type C400

<b>Paper Sizes</b>	5.04" x 5.5" to 8.5" x 14"
<b>Paper Capacity</b>	50 sheets
<b>Paper Weights</b>	16 – 43 lb Bond/90 lb Index (60-163 g/m <sup>2</sup> )
<b>Dimensions When Open (WxDxH)</b>	3.3" x 16.4" x 11.6" (85 x 417 x 295mm)

### Additional Accessories

Counter Interface Unit Type A, FAC49, FAC50 and FAC51 Cabinets, Fax Option Type C400, File Format Converter Type E, Gigabit Ethernet Type B, Handset Type 1018, HotSpot MFP, IEEE802.11 a/g Interface Unit Type J, Memory Unit Type B 32MB

### Consumables

<b>Black Toner Cartridge*</b>	8,300 Pages
<b>Cyan, Magenta &amp; Yellow**</b>	10,000 Pages

\*Toner yield based on 6% coverage.

\*\*Toner yields based on 5% coverage.

For maximum performance and yield, we recommend using genuine Ricoh parts and supplies.

**RICOH**  
www.ricoh-usa.com

### Bringing Ricoh Value to Your Organization

Ricoh technology offers a diverse portfolio of solutions to help your organization stay competitive and move ahead. Let Ricoh show you how to empower your business to improve critical processes, keep information secure, ensure compliance and promote environmental sustainability while reducing the total cost of ownership.

Ricoh Americas Corporation, Five Dedrick Place, West Caldwell, NJ 07006  
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.

