A4 Black and White Multifunctional

RICOH
MP 305+ SPF

☑ Copier ☑ Printer ☑ Facsimile ☑ Scanner

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Paper Size
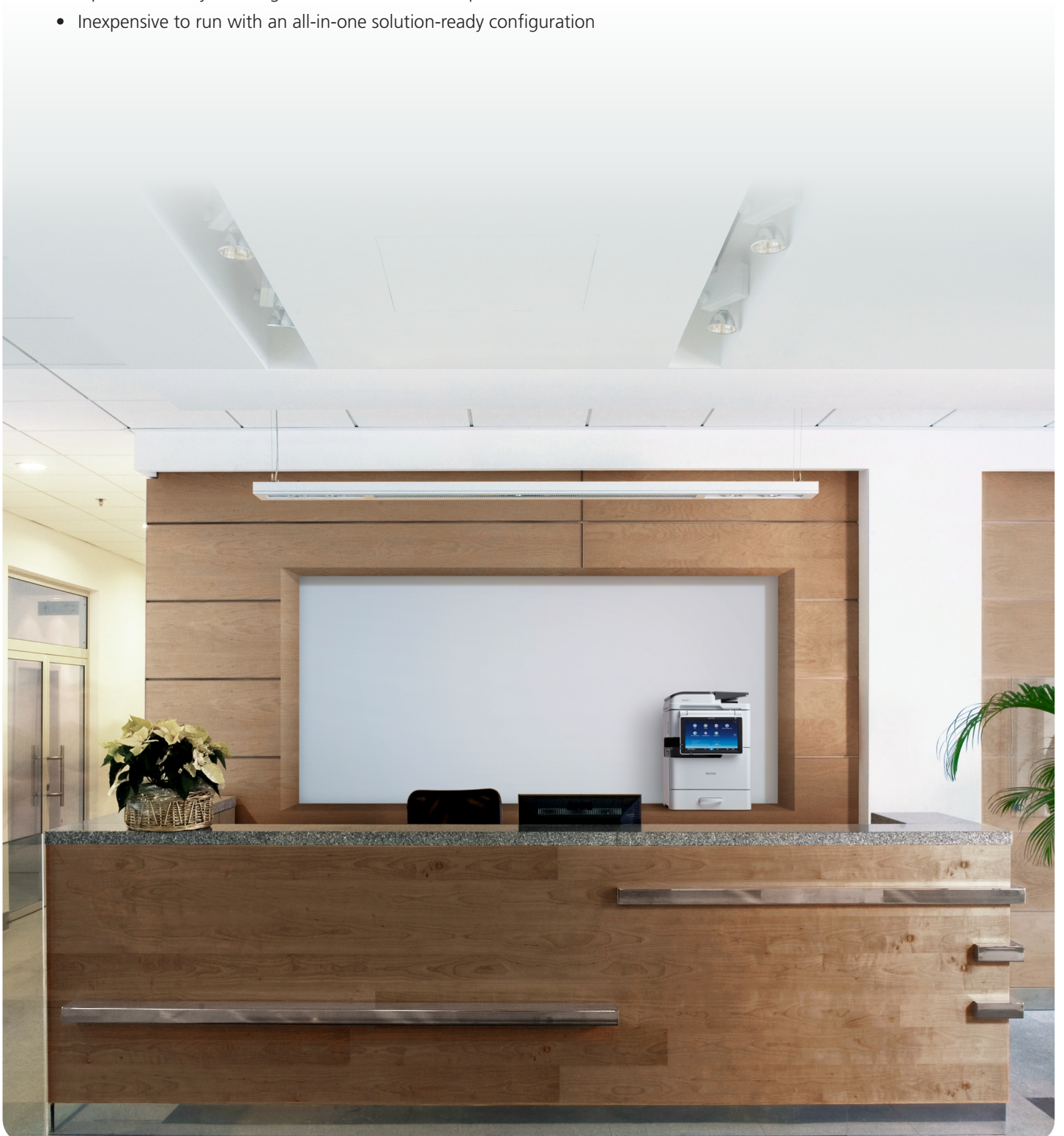
A4 | A3

MP 305+ SPF

30 ppm B/W

FLEX SERIES BY RICOH

A compact A4 MFP with A3 capabilities.

The MP 305+ SPF is a smart, compact A4 B&W MFP with A3 capabilities that are ideal for small to medium-sized offices. With great usability functions like the Smart Operation Panel, you get all the advantages and the compact footprint of an A4 MFP but with A3 printing and scanning. Printing at 30 ppm these devices are versatile, extremely quiet and ideal if you're looking for an inexpensive A3 printing and scanning solution without losing valuable office space that a traditional A3 MFP would occupy.

• Small footprint - fits on any desk, counter or table
• Compact A4 MFP with A3 printing via bypass tray and A3 colour scanning via document feeder
• Unified user experience and simplified operation with intuitive 10.1 inch touch panel
• Operates silently allowing for a comfortable workplace
• Inexpensive to run with an all-in-one solution-ready configuration

Everything you want for your business.
Plus A3.

When A4 isn't quite enough.

These multifunction printers are ideal for handling small to medium-sized businesses' complete printing needs – including the ability to print A3 – all contained in a footprint that you'd usually find reserved for an A4 printer. So you can put them in a corner – or on a desk – and the only thing you'll notice is their stunning capabilities.

MFPs should be seen. Not heard.

If you're concerned about space, you might also be concerned about the noise impact a device might have on workers nearby. The MP 305+ SPF operates extremely quietly, thanks to its unique technology, so it can be located almost anywhere without disturbing workplace productivity.

Big panel. Bigger capabilities.

The 10.1 inch Smart Operation Panel offers an impressive touch and swipe operation, so every function is always close at hand. Extended software capabilities include integration with a range of our workflow enhancing technologies including Streamline NX and GlobalScan NX – and its ease of use and customisable home screen mean every employee can efficiently access every feature available.

Introducing New Intuitive User Interface

MP 305+ SPF is the first model to introduce Ricoh's new Intuitive User Interface, which will alter the way you interact with our devices. Not only is the user interface intuitive and easy to use, but – thanks to their redesigned layout and structure – they make print, copy, scan and fax functions simple to access so workflow is always seamless.
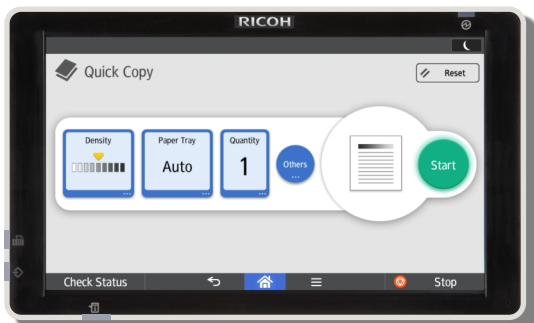
Get in touch with faster, easier workflows

1

2

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4

Use the 10.1" wide Super VGA Smart Operation Panel to perform everyday office tasks with speed and convenience, using the same drag-and-drop, pinch-and-flick and swipe scrolling you're familiar with on your personal mobile device.

1 Widgets: Add widgets to the home screen to view the date and time, amount of toner, system messages, incoming fax notification, environmental and other settings, so you have the information you need at a glance for faster, smarter decisions.

2 Quick Copy: Navigate through the copy process with ease using flick-and-touch gestures. Simply choose this feature from the screen and follow the intuitive steps to print with the exact specifications you need.

3 Quick Fax: Search for fax recipients in moments by flicking through your address book. You can enter new fax contacts via a convenient soft keypad on the screen. Preview the fax prior to transmission for accuracy.

4 Do you prefer Ricoh's legacy user interface? Just select it from the Smart Operation Panel and all the familiar controls for copy, print, scan and fax will be at your fingertips.

Icons and Folders: Create icons for one-touch workflows for frequently used tasks. Then, organise them in folders for fast, easy access when you need them.

Web Browser: Access websites directly from the MFP with similar speed and functionality as you'd expect from a personal mobile device. Convert a web page into hard copy documents in seconds.

Wallpaper: Customise your wallpaper to fit your preferences. Choose between pre-loaded options or download your own image.

Quick Scan: Forward scanned documents via email by selecting addresses directly from your address book. You can even preview the document for accuracy by scrolling in close when necessary.

Manage every task, every day

A better way to manage workflows

When you're sharing information, every detail is important. With the Ricoh MP 305+ SPF, you can control print details easily so you can deliver information quickly and accurately. Simplify any workflow with the convenient icon-driven Ricoh one-click, preset user interface drivers. Looking for a print driver? Use the free Device Software Manager utility on Ricoh's website to seamlessly download and install the latest version to existing, and any new, workstations you add to the network. You can do it all yourself, without IT support or lengthy installation times, and reduce the complexity of finding and installing the proper print drivers.

Customise to work smarter

You have your own ideas about how to simplify your workday. With the Smart Operation Panel, you can customise workflows to minimise repetitive tasks and unnecessary steps. Create easily identifiable icons for frequently run jobs so you don't have to play with settings every time. You can organise the icons in intuitive folders on the Home Screen for your convenience. Add widgets to see toner levels, energy use and more to encourage more responsible printing. Incorporate apps and perform specific tasks like ID card copy or scan-to-folder to save more time. You can even set up selectable logins and billing codes for accounting to classify and track user activity.

Restrict access to critical information

Your ideas set you apart. So why let just anybody have access to them? With User Authentication, workers log in with a passcode at the control panel or via smart identity card using the optional NFC card reader. You can control each user's access to specific functions and help reduce costs. For example, you can set print quotas to minimise unnecessary printing. With Locked Print, users have to release jobs from the control panel, enhancing security because documents aren't left unattended in output trays.

Work the way you want

Made for a modern and mobile work-style, Flex Series combines our award-winning multifunction printers and innovative Smart Operation Panel with direct access to your favourite cloud services.

With cloud-based applications and mobile devices critical to doing business efficiently and on the move, it's time to bring the power, functionality and benefits of these technologies to your office equipment. Whether you need to scan and send files to popular web services or print from the cloud, Ricoh's Flex Series makes it easy with the intuitive Smart Operation Panel as the MFP touch screen. Simply click on one of the large icons to instantly connect to the cloud for total freedom and productivity.

Flex apps connect you to the most popular cloud services, it works the way you want – perfect for a mobile workforce, and fully equipped for the technology needs of your modern business.

- Connect to 15 cloud-based services
- Large, user-friendly, Android-powered touch screen
- BLI Award winning multifunctional printers
- BLI Award winning Smart Operation Panel
- Transform paper-based content to searchable digital files
- Integrate your mobile devices to copy, print, scan and fax
- Secure 128-bit SSL encryption
- No servers and minimal IT overhead

Ricoh Asia Pacific Pte. Ltd.
2015 A3 MFP Line of the Year

Ricoh Asia Pacific Pte. Ltd.
Most Energy-Efficient
A3 MFP Line of the Year

Ricoh Asia Pacific Pte. Ltd.
Smart Operation Panel
Outstanding Achievement
in Innovation

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GENERAL

Warm-up time:	Less than 27 seconds
First output speed:	Less than 4.9 seconds
Continuous output speed:	30 pages per minute
Memory:	Standard: 2 GB
	Maximum: 2 GB
HDD:	320 GB
Dimensions (W x D x H):	350 x 493 x 505 mm
Weight:	Less than 32 kg
Power source:	220 - 240 V, 50/60 Hz

COPIER

Copying process:	Dry two-component magnetic brush development system
Multiple copying:	Up to 999 copies
Resolution:	300 x 600 dpi, 600 x 600 dpi
Zoom:	From 25% to 400% in 1% steps

PRINTER

Printer language:	Standard: PCL5e, PCL6(XL), Adobe® PostScript® 3™, PDF Option: XPS Direct
Print resolution:	Maximum (600 x 600 dpi)
Interface:	Standard: SD slot, Ethernet 10 base-T/100 base-TX/1000 base-T, USB 2.0 Type A - 2 Ports Option: Bluetooth
Network protocol:	TCP/IP (IP v4, IP v6)
Windows® environments:	Windows® Vista, Windows® 7, Windows® 8, Windows® 8.1, Windows® Server 2003, Windows® Server 2003 R2, Windows® Server 2008, Windows® Server 2008 R2, Windows® Server 2012, Windows® Server 2012 R2
Mac OS environments:	Macintosh OS X v10.7 or later
UNIX environments:	UNIX Sun® Solaris: 9, 10 HP-UX: 11.x, 11i v2, 11i v3 SCO OpenServer: 5.0.7, 6.0 RedHat® Linux Enterprise: 4, 5, 6 IBM® AIX: 5L v5.3, 5L v6.1, 5L v7.1
Novell® Netware® environments:	v6.5 or later
SAP® R/3® environments:	SAP® R/3®
Other supported environments:	NDPS Gateway AS/400® using OS/400 Host Print Transform IBM iSeries

SCANNER

Scanning speed:	Full colour: A4 (Max, 30 originals per minute) B/W: A4 (Max. 30 originals per minute)
Resolution:	100, 200, 300, 400, 600 dpi
Original size:	Doc. Feeder: A3, A4, A5, B4, B5, B6 Glass: A4, B5
Bundled drivers:	Network TWAIN
Scan to:	E-mail (SMTP (Mail Server), TCP/IP), Folder (SMB, FTP), USB, SD card

FAX

Circuit:	PSTN, PBX
Compatibility:	ITU-T (CCITT) G3
Resolution:	Standard: 200 x 100 dpi, 200 x 200 dpi
Transmission speed:	G3: 2 seconds (200 x 100 dpi, JBIG), 3 seconds (200 x 100 dpi, MMR)
Modem speed:	Maximum: 33.6 Kbps
Scanning speed:	23.8 seconds (A4 SEF)
Memory capacity:	Standard: 4 MB

PAPER HANDLING

Recommended paper size:	Standard tray: A4, A5, A6, B4, B5, B6 Optional tray: A4, A5, A6, B4, B5, B6 Bypass tray: A3, A4, A5, A6, B4, B5, B6
Paper input capacity:	Standard: 260 sheets Maximum: 760 sheets
Paper output capacity:	Standard: 100 sheets Maximum: 100 sheets
Paper weight:	Paper trays: 60 - 105 g/m² Bypass tray: 52 - 163 g/m² Duplex: 60 - 105 g/m²

ECOLOGY

Power consumption:	Maximum: 1,140 W Operating power: Less than 455.1 W Ready mode: Less than 83.5 W Low power mode: Less than 66.5 W Sleep mode: Less than 0.87 W TEC (Typical Electricity Consumption): Less than 1,243 Wh

OTHER OPTIONS

1 x 500-sheet paper tray, Bluetooth, Counter interface, Data Overwrite Security Unit (Certified version), Copy Data Security Unit, Fax Connection Unit, OCR Unit, XPS direct print, NFC Card Reader.

CONSUMABLES

Toner capacity:	Black: 9,000 prints (5% coverage, 2 pages per job)

For availability of models, options and software, please consult your local Ricoh supplier.

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