

Multifunction B&W

# RICOH MP 2501SP

Copier  Printer  Facsimile  Scanner



**RICOH**  
imagine. change.

MP 2501SP

25  
ppm monochrome

## Innovation, value and versatility in one integrated design

Choose the RICOH® MP 2501SP for fast, dependable and affordable multifunction performance to streamline document-related workflow and lower your total cost of ownership. This space-saving and innovative MFP combines quality printing and copying on media up to 11" x 17", easy-to-use scanning capabilities, optional faxing and advanced security features. For small offices, use it as your primary system, or deploy it as an integral part of a Ricoh Managed Document Services (MDS) strategy and improve productivity for small workgroups throughout your organization.

### Improve speed and efficiency

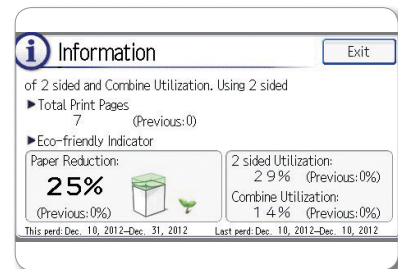
Enhance productivity and meet every demand with the Ricoh MP 2501SP. With a warm-up time of only 20 seconds or less and first-print times as fast as 6 seconds, it's ready to move as fast as you are. The compact and reliable system produces high-quality output at up to 25 pages per minute. Its full-front-access design allows users to connect to key functions effortlessly for easy operation and maintenance. Plus, with its powerful processing engine, the system can manage multiple copying, printing and scanning projects for continuous workflow.



### Impact your office — and the environment

Maximize energy efficiency while minimizing operating costs. The Ricoh MP 2501SP can save more electricity by shortening the time it takes to recover from its "1W" Sleep Mode to only 10 seconds. The system offers automatic duplexing for copying, faxing and printing to reduce paper consumption. An Eco-friendly Indicator is prominently displayed on the control panel to encourage users to be more environmentally responsible. It displays the print history for each user as well as the subsequent impact on the environment. With the Quota Setting\* feature, administrators can take control of excessive print costs and set print quotas for individual users as well.

\*Requires HDD option.



### Customize your workflows

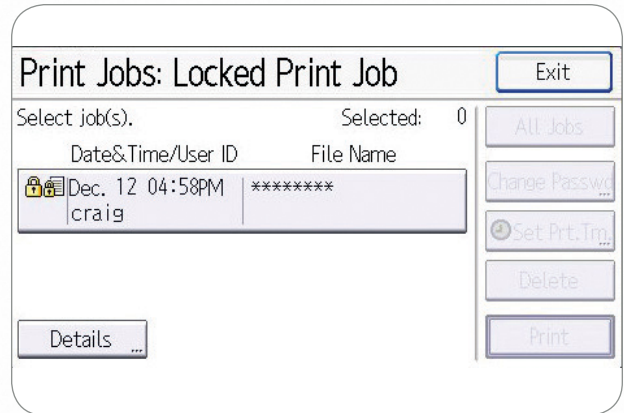
The Ricoh MP 2501SP can be configured to accommodate your unique preferences to streamline copying, printing and scanning and minimize time spent navigating between jobs. Take advantage of the easy-to-view, tiltable 4.3-inch color control panel with a customizable home screen and icons for personalized, one-step shortcuts to common tasks. Choose from three available function keys to assign other pre-set tasks for even more convenience. Plus, the control panel includes a home screen button so users can return to the main menu instantly.



# Reliable performance, every time, everywhere

## Advanced security controls

Protect critical information at every stage of the document lifecycle via state-of-the-art security features. With the optional hard disk drive (HDD) installed, the Ricoh MP 2501SP offers user password-protected and user-specific authentication to ensure only authorized users have access to key documents and system privileges. Print jobs can be stored at the device until users swipe an ID card or enter ID information at the control panel to release them. Unauthorized Copy Control prevents fraudulent duplication of sensitive documents. The DataOverwriteSecurity System (DOSS) ensures latent images stored on the internal HDD are protected. For even greater security, it includes AES 256-bit/SHA-2 enhanced encryption for advanced protection of your most critical data.



## Handle any task — big or small

The Ricoh MP 2501SP is designed to deliver a wide range of documents on media up to 11" x 17". It comes standard with a 100-sheet capacity automatic reversing document feeder (ARDF) to handle multi-page originals for single- or two-sided copying and scanning. Optional paper banks expand the standard 600-sheet paper capacity to 1,600 sheets for longer print runs. The system includes a Document Server\* to store up to 3,000 electronic documents at the device for convenient access and retrieval. Plus, an Auto Job Promotion\* feature can skip specific error jobs and proceed to subsequent print jobs for uninterrupted throughput.

\*Requires HDD option.



## Distribution made easy

Minimize hardcopy storage while improving communications. The Ricoh MP 2501SP allows you to scan black-and-white and color documents and save them instantly to shared folders, computers, media cards and more at no additional cost. Unlike black-and-white only scanning of color documents, color scanning preserves the original look of the document, enabling the capture of highlights, annotations and other image details. Users can also look at thumbnail previews of the scanned documents to ensure quality and accuracy before they are distributed. With optional Ricoh GlobalScan NX software, users can create unique scanning workflows that automate distribution and minimize manual errors to streamline the way your office shares information.



To view detailed features of our multifunction products online go to [www.ricoh-usa.com/products](http://www.ricoh-usa.com/products)

# Ricoh MP 2501SP

## SYSTEM SPECIFICATIONS



### General Specifications

<b>Scanning Element</b>	One-dimensional solid scanning through CCD
<b>Printing Process</b>	Laser beam scanning/marketing & electro-photographic printing
<b>System Memory</b>	Standard: 1 GB RAM (shared); Optional: 1.5 GB RAM maximum (shared), 250 GB HDD (shared)
<b>Output Speed (Copy/Print)</b>	Up to 25 ppm (Letter), 17 ppm (Legal), 14 ppm (Ledger)
<b>First Copy Time</b>	6 seconds or less
<b>Recovery Time to Print Ready Mode</b>	Less than 10 seconds
<b>Warm-Up Time</b>	Less than 20 seconds
<b>Copy Resolution</b>	600 dpi
<b>Grayscale</b>	256 levels
<b>Exposure Adjustment</b>	Manual and automatic
<b>Multiple Copies</b>	Up to 999
<b>Document Feeder (Standard)</b>	Automatic Reversing Document Feeder (ARDF), Capacity: 100 sheets
<b>Paper Sizes</b>	Standard Trays: 5.5" x 8.5" to 11" x 17" (A5 - A3) Bypass Tray: 5.5" x 8.5" to 11" x 17" (A6 - A3) Duplex Unit: 5.5" x 8.5" to 11" x 17" (A5 - A3) ARDF: 5.5" x 8.5" to 11" x 17" (A5 - A3) Standard Trays: 16 - 28 lb. Bond (60 - 105 g/m <sup>2</sup> ) Bypass Tray: 16 Bond - 90 lb. Index (60 - 162 g/m <sup>2</sup> ) Duplex Unit: 17 - 24 lb. Bond (64 - 90 g/m <sup>2</sup> ) ARDF: 11 - 34 lb. Bond Simplex (40 - 128 g/m <sup>2</sup> ), 14 - 28 lb. Bond Duplex (53 - 105 g/m <sup>2</sup> )
<b>Paper Weights</b>	Up to 11" x 17" (A3)
<b>Exposure Glass</b>	Standard: 250 sheets x 2 Trays + 100-Sheet Bypass Tray
<b>Input Capacity</b>	Optional: 500 sheets x 1 or 2 Trays
<b>Output Capacity</b>	250 sheets (internal tray), 100 sheets (1 Bin Tray Option)
<b>Maximum Input Capacity</b>	1,600 sheets
<b>Paper Types</b>	Plain, Recycled, Colored, Letterhead, Preprinted, Bond, Card Stock, Prepunched, Special, Thick*, OHP (Transparency)* Envelopes*, Label Stock*
<b>Zoom</b>	25% to 400% in 1% increments
<b>Preset Reduction and Enlargement Ratios</b>	50%, 65%, 78%, 93%, 121%, 129%, 155%
<b>Dimensions (WxDxH)</b>	23.1" x 22.4" x 26.9" (587 mm x 568 mm x 683 mm) - includes ARDF
<b>Weight</b>	114.0 lbs./51.7 kg
<b>Power Requirements</b>	120V, 60Hz, 12A
<b>Power Consumption</b>	Less than 1.55 kW (max.)
<b>Sleep Mode</b>	0.5W
<b>TEC</b>	1.126 kWh/Week**
<b>Standard Features</b>	Auto Duplex, Auto Off Timer, Auto Paper Selection, Auto Start, Combine Copy, Electronic Sort, Image Rotation, Job Programs (25), Photo Mode, Series Copy, Simple Screen, User Codes (8 digits, 1,000 Personal Codes)
<b>Optional Features</b>	Document Server <sup>1</sup>

\*Bypass Tray only

\*\*Typical electricity consumption by ENERGY STAR program

### Printer (Standard)

<b>CPU</b>	RM7035C - 533 MHz
<b>Page Description Languages</b>	Standard: PCL5e/6; Optional: Genuine Adobe® PostScript®3, Universal Driver
<b>Maximum Print Resolution</b>	600 x 600 dpi
<b>Standard Interfaces</b>	Ethernet (RJ-45 network port: 10BASE-T/100BASE-TX/1000BASE-T), USB 2.0 Type A and B IEEE1284
<b>Optional Interfaces</b>	IEEE1284
<b>Network Protocols</b>	TCP/IP (IPv4, IPv6), IPX/SPX <sup>2</sup>
<b>Fonts for PCL 5e/6</b>	45 Roman fonts and 13 International 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 and later; 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 OS X 10.5 or later; Citrix Metaframe XP/ Presentation Server 4/4.5/XenApp 5.0, 6.0, 6.5
<b>Utilities</b>	SmartDeviceMonitor for Admin and Client, Web SmartDeviceMonitor, Web Image Monitor
<b>Standard Features</b>	Mobile Driver, Bonjour Support, Classification Code, PDF Direct Print, Windows Active Directory Support, DDNS Support, WS Printer, PCL Resident Font Adoption, Tray-Parameter Change from WebImageMonitor, XPS Support
<b>Optional Features</b>	Media Direct Print (Print from USB/SD) <sup>1</sup> , Mail to Print <sup>1</sup> , Sample/Hold/Stored/Locked Print <sup>1</sup> , Store and Print <sup>1</sup> , Auto Job Promotion <sup>1</sup>

### Scanner (Standard)

<b>Scanning Speed</b>	50 ipm @ 300 dpi B&W (Letter/A4) 25 ipm @ 300 dpi Full-Color (Letter/A4)
<b>Scanning Resolution</b>	Up to 600 dpi
<b>Scan Area</b>	Main: 11" (297 mm) Sub: 17" (432 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, ACS
<b>Standard Interfaces</b>	Ethernet 10Base-T/100Base-TX, Gigabit Ethernet (1000Base-T)
<b>File Formats</b>	Single/Multi Page TIFF, Single/Multi Page PDF, Single/Multi Page High Compression PDF and Single/Multi Page PDF/A; Single Page JPEG
<b>Scan Modes Supported</b>	Scan-to-USB/SD; Scan-to-Email (POP, SMTP, IMAP4); Scan-to-Folder (SMB/FTP/NC <sup>2</sup> ); Scan-to-URL <sup>1</sup> ; Network TWAIN Scanning; WSD Scanner
<b>Standard Features</b>	PDF Encryption, Drop Out Color Send, Scan-to-Email/SMB/FTP, LDAP Support, TWAIN Scanning
<b>Optional Features</b>	Preview Before Transmission (TX Preview) <sup>1</sup> , Scan to URL <sup>1</sup>

### Fax (Optional)

<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 seconds (Letter)
<b>Transmission Speed</b>	Approx. 2 seconds/page (JBIG)
<b>Memory</b>	4 MB (approx. 320 pages)
<b>Memory Backup</b>	1 hour
<b>Quick/Speed Dials</b>	1,000 (2,000 with HDD Option)
<b>Group Dials</b>	100 groups (max. 500 numbers per group)
<b>User Function Key</b>	3 keys
<b>Standard Features</b>	Detection of Misplaced Documents, Double Check Destination Address, Direct SMTP, Fax Forward to Email/Folder, LDAP Support, Internet Fax (T.37), IP Fax (T.38), LAN Fax

### Optional Features

<b>Paper Feed Unit PB2000 (Optional)</b>	
<b>Paper Size</b>	5.5" x 8.5" to 11" x 17" (A5 - A3)
<b>Paper Weight</b>	16 - 28 lb. Bond (60 - 105 g/m <sup>2</sup> )
<b>Paper Capacity</b>	500 sheets x 1 Tray
<b>Dimensions (WxDxH)</b>	21.8" x 21.6" x 5.4" (553 x 548 x 137 mm)
<b>Weight</b>	26.5 lbs. (12 kg)
<b>Paper Feed Unit PB2010 (Optional)</b>	
<b>Paper Size</b>	5.5" x 8.5" to 11" x 17" (A5 - A3)
<b>Paper Weight</b>	16 - 28 lb. Bond (60 - 105 g/m <sup>2</sup> )
<b>Paper Capacity</b>	500 sheets x 2 Trays
<b>Dimensions (WxDxH)</b>	21.8" x 21.6" x 10.7" (553 x 548 x 271 mm)
<b>Weight</b>	55.1 lbs. (25 kg)

### FAC59 Tall Cabinet

(Required for installation with base model to bring the device up to the optimal height)	
<b>Dimensions (WxDxH)</b>	21.8" x 21.6" x 15.9" (553 x 548 x 404 mm)
<b>Weight</b>	30.8 lbs. (14 kg)

### Short Cabinet Type E

(Required with installation of Paper Feed Unit PB2010 or PB2000 to bring the device up to the optimal height)	
<b>Dimensions (WxDxH)</b>	21.8" x 20.7" x 8.5" (553 x 525 x 215 mm)
<b>Weight</b>	24.0 lbs. (10.9 kg)

### Additional Options

1 Bin Tray BN2010, HDD Option Type M1, IEEE 1284 Interface Board Type A, VM Card Type U, File Format Converter Type E, Browser Unit Type M1, SD Card for NetWare Printing Type M1, Optional Counter Interface Unit Type A, Copy Data Security Unit Type G, PostScript 3 Unit Type M1, Memory Unit Type M1 1.5 GB, Fax Connection Unit Type M1, FM8006 Bracket MP 2501 and External USB Keyboard

### Security

**Standard Features:** SMTP over SSL; Authentication (Windows/LDAP/Kerberos/Basic/User Code/802.1x Wired); Encryption (Address Book/Authentication Password/SSL Communication/IPsec; Network Protocol (Port) On/Off; IP Filtering; RAM Based Security when HDD is not installed)

**Optional Features:** Quota Setting/Account Limit<sup>1</sup>, DataOverwrite Security<sup>1</sup>, Locked Print<sup>1</sup>, HDD Encryption<sup>1</sup>, Copy Data Security Unit, S/MIME<sup>1</sup>

<sup>1</sup> HDD option required

<sup>2</sup> Netware option required

Some features may require additional options.

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

Specifications are subject to change without notice.

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