

A4 Mono Printer and MFP

**RICOH**  
imagine. change.

# RICOH P 311 M 320F

☑Copier ☑Printer ☑Facsimile ☑Scanner



RICOH  
P 311

32  
ppm Monochrome

RICOH  
M 320F

32  
ppm Monochrome

# Stability and Performance

Ensure uninterrupted workflow with print-on-demand from anywhere functionality

## Easy to change, long-lasting print cartridges

RICOH P 311 and M 320F offer an All-in-One print cartridge with a long-lasting 7,000 print yield. When you do need to replace the cartridge, there's no disruption to your workflow. Simply slot in the new one via the convenient full front-access design.



*\*Image shown is with optional tray*



## Easy document sharing digitally

The feature-rich RICOH M 320F multi-function printer is made for easy sharing of all your important information. The 35-sheet Automatic Reversing Document Feeder (ARDF) allows you to scan and send a full-colour presentation to colleagues for review instantly via multiple Scan-to capabilities, including Scan-to-Email, FTP, Folder, USB drive and more.

## Work from anywhere

Access and share all your documents even when not in the office via the RICOH Smart Device Connector app on your mobile device. Mopria® or AirPrint® lets you send print jobs directly to your RICOH printer from your mobile phone. Once you're back in the office, simply pair your Android® device via the Near Field Communications (NFC) tag on the printer to authenticate and transfer information and print.



## Security is in our DNA

Recognising your need to keep your data secure, we've added robust security layers. Protect confidential documents from unauthorised viewing with the Locked Print function. Network encryption also ensures data transmission remains secure.

# RICOH P 311 / M 320F

MAIN SPECIFICATIONS

MODEL		RICOH P 311		RICOH M 320F	
GENERAL					
Configuration		Desktop			
Technology		Laser (Mono)			
Function(s)		Print		Print, Copy, Scan, Fax	
Display panel		4-Line operation LCD		4.3" colour touch panel	
Processor		350 MHz		400 MHz	
Memory		128 MB		256 MB	
Mobile capability		RICOH Smart Device Connector, Apple AirPrint®, Mopria®			
Printer language		PCL5e, PCL6, PostScript 3 emulation			
Network protocol		TCP/IP			
Interface	Standard	10Base-T/100Base-Tx (Ethernet), USB 2.0 Type A x 1— rear, USB 2.0 Type B— rear, NFC tag		10Base-T/100Base-Tx (Ethernet) USB 2.0 Type A x 2—1 x rear & 1x front, USB 2.0 Type B x 1— rear, NFC tag	
	Optional	IEEE 802.11a/b/g/n/ac (Wireless LAN) and Wi-Fi Direct			
Operating system	Windows®	Windows® 8.1, Windows® 10, Windows® Server 2012, Windows® Server 2012R2, Windows® Server 2016, Windows® Server 2019			
	Mac	Mac OS v10.10 - v11			
	Other	Linux			
PRINTER					
Duplex printing		Auto			
Print speed (A4)		32 ppm (Simplex), 13 ppm (Duplex)			
First print out time		7.1 seconds			
Warm up time		26 seconds or less		30 seconds or less	
Print resolution		600 x 600 dpi (Default), Windows®: 600 x 600 dpi, 1,200 x 600 dpi, 1,200 x 1,200 dpi MAC: 600 x 600 dpi Linux: 600 x 600 dpi, 1,200 x 1,200 dpi			
Average print volume		700 - 5,800 pages			
Duty cycle		35,000 pages/month			
COPIER					
Copy speed (A4)		-		Up to 32 ppm	
Document feeder type		-		Automatic Reversing Document Feeder	
Document feeder capacity		-		35 sheets	
Resolution		-		300 x 600 dpi (ARDF), 600 x 600 dpi (Platen)	
Multiple copy		-		Up to 99	
Copy features		-		Zoom Range: 25%-400%, Image density: 5 levels, Image quality: Text, Photo, Mixed, Combined Copy, Memory Copy, ID Card Copy, Series Copy	
SCANNER					
Scan speed (A4 ARDF)		-		Mono: 13 impressions/minute, Colour: 4.5 impressions/minute	
Resolution		-		600 x 600 dpi (ARDF), 1,200 x 1,200 dpi (Platen), 19,200 x 19,200 dpi (PC TWAIN)	
Original size		-		A4	
Bundled drivers		-		Network TWAIN, WIA	
Scan to		-		Scan to email, Scan to folder, Scan to FTP, Scan to USB, TWAIN scanning	
FACSIMILE					
Circuit		-		PSTN, PABX	
Compatibility		-		T.30 (ITU-T SuperG3)	
Resolution		-		Horizontal: 200 dpi-8dots/mm, Vertical 100 dpi-3.85dots/mm, 200 dpi-7.7dots/mm	
Transmission speed		-		33.6 Kbps—2,400 bps with automatic shift down	
Compression method		-		MH, MR, MMR	
Reception features		-		Automatic, Paperless fax, Manual, Main scan auto reduction	
Other supported features		-		Quick dial—8 (20 digits for name, 40 digits for numbers), Speed dial—100 (20 digits for name, 40 digits for numbers), Label registration for Quick/Speed, Redial—automatic or manual, Redial interval time—2 selections (5 minutes: default, 6 minutes), Only redial last number, Direct fax number entry	
SECURITY					
Authentication		Locked Print			
PAPER HANDLING					
Recommended paper size		A4 SEF, A5 SEF/LEF, A6 SEF, B5 SEF, B6 SEF, LG, Mexican Oficio, Indian Legal, Envelopes, Australian Foolscap			
Paper input capacity	Standard	250 sheets (Bypass: 50 sheets), Maximum: 300 sheets			
	With optional paper tray	Paper Bank PB1130: 250 sheets, Maximum 550 sheets			
Paper output capacity		125 sheets		50 sheets	
Paper weight		52 to 162 g/m²			
ECOLOGY					
Dimensions (W x D x H)		370 mm x 392 mm x 262 mm		405 mm x 392 mm x 420 mm	
Weight		Less than 13.0 kg		Less than 18.0 kg	
Power consumption (Max)		1,025 W (Asia Pacific), 920 W (Taiwan)			
Ready mode		63.8 W (Asia Pacific), 64.9 W (Taiwan)		65.7 W (Asia Pacific), 65.7 W (Taiwan)	
Energy saver (Sleep)		0.72 W (Asia Pacific), 0.66 W (Taiwan)		0.87 W (Asia Pacific), 0.8 W (Taiwan)	
Power source		220-240 V, 50/60 Hz, 4.3 Amps (Asia Pacific), 110 V, 60 Hz, 8.5 Amps (Taiwan)			
CONSUMABLES					
AIO toner cartridges (K) (Extra high yield)		Black: Approx. 7,000 pages			
Consumable yield measuring method ISO/IEC 19752 Shipped with Starter Toner that yield approximately (Black: Approx. 7,000 pages)					
OPTIONS					
Interface		IEEE 802.11a/b/g/n/ac (Wireless LAN) and Wi-Fi Direct			
Optional paper tray		Paper Bank PB1130: 250 sheets			

**MINOSHA**  
connect. experience.

URL: <http://www.minosha.in>

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