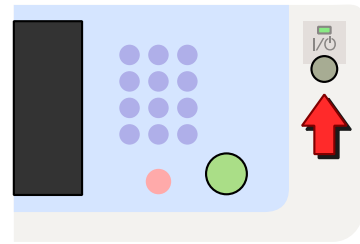
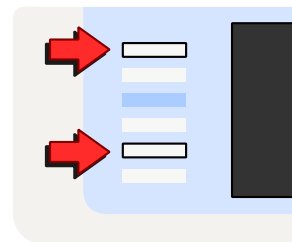


Instructions for the photocopier Ricoh Aficio MP C2051

- 1 Switch on by clicking on Power button



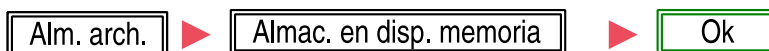
- 2 Choose mode of operation:
☑ Photocopier
☑ Scanner



- 3 Enter the pin with the numeric keypad ►

- 4 Only in **Scanner** mode, choose the destination:

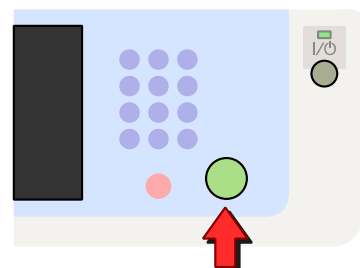
Pendrive:



By e-mail:

The first time, press and add yourself to directory
Choose the recipients

- 5 Press the big green button to start scanning or photocopy



Color adjustments and resolution (**Scanner** mode only)

- 1 Press
- 2 In the tab choose the desired color mode
▶
- 3 In the tab choose the desired resolution
▶

Page sides and position of the original document

- 1 Press
- 2 Choose the desired document orientation:
 ▶
- 3 Choose the desired sides configuration:
 ▶

Size of the original (**Scanner** mode only)

The scanner tries to detect the size of the original, but sometimes it will fail to do so and beep for a while.
To manually choose the size:

- 1 In the tab choose the correct scan size
▶