B&W Multifunction Laser Printer

RICOH
SP 325DNw/
SP 325SFNw

☑ Printer ☑ Copier ☑ Facsimile ☑ Scanner

RICOH
imagine. change.

SP 325DNw
30 ppm monochrome

SP 325SFNw
30 ppm monochrome

Value what you can do from the desktop

It's easy to figure out that most of your workday is spent sharing information. So why are you working so hard doing it? Choose the compact and affordable RICOH® SP 325DNw printer for your small office to produce fast, business-class output consistently or opt for the RICOH SP 325SFNw multifunction printer (MFP) to add copy, scan and fax capabilities. With a wide range of connectivity options, including Wi-Fi Direct®, you can move information in the manner you prefer. The compact black-and-white desktop device may be small, but it's chock full of innovative features to simplify the way you work, such as mobile printing, expanded media options and effortless maintenance. Even novice users can set up the device and perform everyday tasks with ease — and avoid unnecessary workflow interruptions that are costly for your business and your budget.

Be productive from the get-go

New jobs won't wait. Neither will your customers. With the SP 325 Series, you can transition between tasks quickly and stay productive throughout your business day. With first print speeds of about eight seconds, the device is ready when you are. Produce up to 30 pages per minute (ppm) with image resolution up to 1200 x 1200 dpi for crisp output and quick turnaround. Take advantage of the powerful 360 MHz controller and 128 MB memory to process jobs and work on multiple projects simultaneously. With the intuitive drivers for both Windows and Macintosh users, you can combine multiple pages onto a single sheet, add watermarks, and even create covers for more professional-looking presentations and reports. For copying, scanning and faxing, the SP 325SFNw includes a 4-line LCD control panel with intuitive hard keys and Quick Dial keys to simplify operation even more.

Connect with convenience

Limited office space doesn't have to limit what you can do. Use Ricoh's printer driver set-up tool to automatically select, download and install the proper driver for every Windows®, Mac® and Linux® user. In fact, you don't even need cables. In addition to standard USB 2.0 and Ethernet interfaces, you can take advantage of wireless LAN or Wi-Fi Direct® connectivity and place the device where it's most convenient for everybody to use, whether that's on a shared table, in the corner of the room, on your desktop or on the shelf. You can connect your mobile iOS® and Android® personal devices for safe, secure printing from smartphones and tablets in moments.

Handle a diverse workload

The SP 325 Series supports a wide range of media types and sizes to handle any job with ease. The front-loading 250-Sheet Paper Tray accepts sizes from 5.5" x 8.5" to 8.5" x 14" to print volumes of reports, contracts and invoices. Expand your flexibility with the 50-Sheet Bypass Tray to print and copy onto stacks of postcards, labels, envelopes and letterhead without disturbing media in the main tray. Both trays handle paper weights up to 43 lb. Bond/90 lb. Index.

Control the flow of information from the desktop

Turn digital into a differentiator

Some of the smallest offices manage the largest workloads. Be ready for anything with the SP 325SFNw MFP. Do you need to get an important multi-page contract to a customer immediately? Use the 35-Sheet Automatic Reversing Document Feeder to feed two-sided originals up to 8.5" x 14" with minimal effort for scanning. Quality stays true from the first black-and-white or full-color scan to the last whether you save them in TIFF, GIF or JPEG formats. Share information instantly and at no cost with networked users through Scan-to-Email/Folder/FTP. Convert hardcopy pages to digital files and save them to portable media with the built-in front USB port. As an alternative, use paperless faxing with a 200-entry Address Book and auto redialing to share important documents with people outside your data network.

Work where you want

You spend a significant part of your workday on your smartphone, tablet or laptop. Use your smartphone, tablet or laptop to download the RICOH Smart Device Print&Scan app and print and share information without utilities or drivers. Support for Mopria™ gives anytime, anywhere printing capability. Simply place your personal device by the Near Field Communication (NFC) tag on the control panel to authenticate and begin printing.

Save energy while protecting your budget

Simplify maintenance with All-in-One print cartridges you can install yourself on the SP 325 Series. Because the cartridge is easy to replace, there's no need to continuously check usage or worry about who's in charge of ordering supplies. Reduce environmental impact and help lower costs by taking advantage of duplex printing to minimize the amount of paper you use. The SP 325SFNw includes the ID Copy function which saves time and paper by copying both sides of wallet-sized documents and cards onto one side of paper. In addition, both models offer a Sleep Mode, a low Typical Electricity Consumption value, are ENERGY STAR® certified and meet EPEAT® Silver criteria* so you can get your work done with minimal environmental impact.

*EPEAT Silver rating is applicable only in the USA.

To view detailed features of our multifunction products online go to www.ricoh-usa.com/products

Engine Specifications

SP 325DNw	Part # 407975
SP 325SFNw	Part # 407983
Configuration	Desktop
Technology	Laser
Color/B&W	Black & White
Printing Process	Electro-photographic printing
Scanning Element	Laser beam
Toner Type	Dry mono-component toner development
B&W Print Speed (Letter)	30 ppm
Maximum Monthly Volume	Up to 5,800 total prints/month
Maximum Monthly Duty Cycle	35,000 prints
First Page Out Time	8 seconds or less
Warm-Up Time	SP 325DNw: 26 seconds or less
	SP 325SFNw: 30 seconds or less
Recovery from Sleep Mode	16 seconds
Standard Paper Capacity	250-Sheet Tray x 1 + 50-Sheet Bypass
Maximum Paper Capacity	300 sheets
Standard Output Capacity	SP 325DNw: 125 sheets (face down)
	SP 325SFNw: 50 sheets (face down)
Supported Paper Sizes	Standard Tray: 5.5" x 8.5" to 8.5" x 14", A6 – B5
	Custom Sizes: 3.94" x 5.82" to 8.5" x 14" (100 x 148 mm to 216 x 356 mm)
	Bypass Tray: 5.5" x 8.5" to 8.5" x 14", A6 – B5, Envelopes
	Custom Sizes: 3.5" x 5.5" to 8.5" x 14" (90 x 140 mm to 216 x 356 mm)
	Duplexing: 8.5" x 11", 8.5" x 14", A4
Supported Paper Weights	14 – 43 lb. Bond/90 lb. Index (52 – 162 g/m²)
	Duplexing: 16 – 28 lb. Bond (60 – 105 g/m²)
Supported Paper Types	Standard Tray: Thin, Thick, Plain, Recycled, Color, Preprinted, Pre-punched, Letterhead, Bond, Cardstock, Labels, OHP*, Envelopes*
Duplexing	Standard (@ less than 50% productivity)
Dimensions (WxDxH)	SP 325DNw: 14.8" x 15.5" x 10.4" (376 x 392 x 262 mm)
	SP 325SFNw: 15.9" x 15.5" x 15.9" (405 x 392 x 405 mm)
Weight	SP 325DNw: 28.6 lb. (13 kg) (including Starter AIO)
	SP 325SFNw: 37.5 lb. (17 kg) (including Starter AIO)
Power Consumption (Operating)	800 W Max.
Power Consumption (Sleep Mode)	SP 325DNw: .087 W
	SP 325SFNw: .089 W
Typical Electricity Consumption** (TEC)	SP 325DNw: 1.4 kWh/Week
	SP 325SFNw: 1.5k kWh/Week
Power Requirements	120V, 60Hz, 7A
ENERGY STAR	Certified
EPEAT	Silver Rated

*From Bypass Tray only.
**Typical Electricity Consumption by ENERGY STAR program.

Copy Specifications – SP 325SFNw only

Copy Resolution	Scanning: 600 x 600 dpi via Platen, 600 x 300 dpi via ARDF
	Printing: Up to 1200 x 1200 dpi
Document Feeder Type	Automatic Reversing Document Feeder (ARDF)
Document Feeder Capacity	35 sheets
Document Feeding	Automatic Reversing Document Feeder (Standard)
Original Capacity:	35 sheets
Original Size:	5.5" x 5.5" to 8.5" x 14" (140 x 140 mm to 216 x 356 mm)
Original Weight:	14 – 28 lb. Bond (52 – 105 g/m²)
Maximum Copy Quantity	99 copies
Preset Reduction & Enlargement Ratios	50%, 65%, 78%, 93%, 129%, 155%, 200%, 400%
Zoom Range	25 – 400% in 1% increments via ARDF or platen
ID Card Copy	Supported

Copier Features – SP 325SFNw only

Duplex Copy, Combine Copy (2 in 1, 4 in 1), Image Density Adjustment, Image Quality Mode (Text/Photo/Mixed)

Print Specifications

Processor Speed	360 MHz
Memory (Standard/Maximum)	128 MB RAM
Print Resolution	1200 x 1200, 1200 x 600 dpi, 600 x 600 dpi
Printer Languages	PCL6, PCL5e
Connection Type	Wi-Fi Direct
	IEEE 802.11 b/g/n Wireless LAN (Ad Hoc & Infrastructure modes)
	Near Field Communications (NFC)
	10Base-T/100Base-TX Ethernet
	USB 2.0 Hi Speed Type B
Font Support	PCL: 45 + 13 International
Network Protocols	TCP/IP (IPv4, IPv6), IPP
Supported Operating Systems	Windows Vista, 7, 8, 10, Server 2003/R2, Server 2008/R2, Server 2012/R2
	Mac OS v10.8 or later
	Linux Ubuntu 14.04LTS/14.10, Open SUSE 13.1/13.2, Red Hat Linux Enterprise 6/7 and Mopria™ support
Device Management Utilities	Web Image Monitor, @Remote¹ (limited support, requires optional @Remote Office Appliance)
Mobile Printing	RICOH Smart Device Print&Scan app, Mopria

¹ Counter information only.

Other Print Features

Collate, Dithering, Duplex, Do Not Print Blank Pages, Cover Sheets, Layout/N-up, Reduce/Enlarge, Rotate Print, Toner Saving, Watermarks

Scan Specifications – SP 325SFNw only

Scanner Resolution	Optical: 1200 x 1200 dpi
	TWAIN/WIA: Platen – 75 to 19200 dpi; ARDF: Up to 600 x 600 dpi
	Scan to: 100/150/200/300/400/600 dpi
Scan Modes/Speeds:	B&W: 13 ipm (via ARDF @ 300 x 300 dpi)
	Color: 4.5 ipm (via ARDF @ 300 x 300 dpi)
Platen Size	Up to 8.5" x 11.7" (216 x 297 mm)
Maximum Scanning Size	Up to 8.5" x 14"
Scan Modes	Text, Text/Photo, Grayscale
File Formats	TIFF, JPEG, PDF
Scan-To Modes	Scan-to-Email (1 recipient per TX)
	Scan-to-Folder (1 destination per TX)
	Scan-to-FTP (1 destination per TX)
	Scan-to-USB

Facsimile Specifications – SP 325SFNw only

Fax Resolution	Standard: 200 x 100 dpi (8 x 3.85 lines/mm)
	Detail: 200 x 200 dpi (8 x 7.7 lines/mm)
Fax Scanning Speed w/ARDF	B&W: FB: 145 mm/s (300 x 300 dpi), 36 mm/s (600 x 600 dpi), ARDF: 64 mm/s 13 ipm (600 x 300 dpi) Color: FB: 48 mm/s (300 x 300 dpi),12 mm/s (600 x 600 dpi), ARDF: 22 mm/s 4.5 ipm (600 x 300 dpi)
Modem Speed	33.6 Kbps with Auto Fallback to 2,400 bps
Fax Compression Method	MH, MR, MMR
SAF Memory Size	100 pages
Transmission Speed	Approx. 3 seconds/page*
Quick Dials	8 standard
Standard Fax Features	PC Fax Send/Receive, Auto Answer, Auto Redial, Auto/Manual Reception, Book Fax, Broadcasting (100 stations), Contrast Control, Error Correction Mode, Image Reduction, Immediate/Memory Transmission, Monitor Speaker, On Hook Dial, Page Retransmission, Pulse/Tone Selection, Smoothing, Telephone Answering Machine Interface, Time Indicator

*ITU No.1 chart, Compression: MMR, Resolution: Standard speed: 33.6 Kbps.

Consumables and Yields

All-In-One Print Cartridge	3,500 pages* Part # 407245
SP 311HS	

*Declared yield values in accordance with ISO/IEC 19752. Actual yields may vary based on images printed and other factors.

Ships with a starter All-In-One print cartridge yielding approximately 1,000 pages. All other consumables ship at full yield.

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

Specifications subject to change without notice.

Warranty

The RICOH SP 325DNw B&W Laser Printer and SP 325SFNw B&W Multifunction Laser Printer are under warranty against defects for a period of one year from the date of purchase. Consumables are under warranty for a period of 90 days from the date of purchase or until depleted, whichever comes first. Please refer to warranty documents shipped with the product for more details.

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