RICOH
imagine. change.

RICOH
M C251FW
P C311W

☑ Copier ☑ Printer ☑ Facsimile ☑ Scanner

Vibrant business color

Adding impact to your everyday print communication, these desktop devices put vibrant and productive color printing within easy and affordable reach.

Class-leading functionality:

- Vibrant color output

- 25 ppm (A4) / 26 ppm (Letter) productivity

- Print from any device

- Low running costs

Combining class-leading functionality with low total cost of ownership, these compact A4/Letter devices are made for business. Keeping pace with demand, they deliver immaculate double-sided color and black-and-white output at a productive 25 (A4) / 26 (Letter) pages per minute. And, with WiFi Direct making it easy to connect, these productive desktop printers can be shared by multiple users.

Productive time-saving features:

- Printer and/or 4-in-1 MFP

- Color touchscreen panel

- Fast, single-pass scanner

- Optional 2nd paper tray

To simplify your print environment, Ricoh offers single and multi-function versions of the same advanced print engine. The M C251FW is a compact fax-enabled 4-in-1 MFP. Its large color touchscreen panel simplifies operation and, to save time, the integral Single Pass Document Feeder (SPDF) quickly scans double-sided originals in a single pass. The optional second paper tray expands capacity and enables different sizes and types of paper to be held on hand in the optional tray, ready for use.

The M C251FW and P C311W are also designed to help maintain security. Locked Print is offered as a standard feature, so only the document owner can release print jobs. With WPA encryption, TLS 1.3 and SNMP v3 support, these devices offer a high level of user authentication, encryption, and access control to keep your data and your network safe and secured.

Easy installation and support:

- Windows®, Mac® and Linux™

- AirPrint™ and Mopria®

- Near Field Communication

- High Yield Toner Cartridges

Easy to install, they will work seamlessly in virtually any environment. Windows®, Mac® and even Linux™ are supported and, to improve access, users can connect using AirPrint™ or Mopria®. And, with WiFi Direct and Near Field Communication (NFC) built in, it has never been easier to join a network. These energy efficient printers are ENERGY STAR® certified and EPEAT® Silver rated to help reduce environmental footprints. Plus, with their ultra high yield cartridges extending print cycles and reducing costs, these reliable desktop devices offer best-in-class total costs of ownership.

RICOH M C251FW / P C311W
MAIN SPECIFICATIONS

	M C251FW	P C311W
GENERAL		
Configuration	Desktop	
Technology	Laser	
Warm-up time	20 seconds	
First output speed: B/W	9.4 seconds (A4 / LT SEF)	
First output speed: full color	9.8 seconds (A4 / LT SEF)	
Continuous output speed	25 ppm (A4) / 26 ppm (Letter)	
Memory: standard	256 MB	
Memory: maximum	256 MB	
SPDF capacity	50 sheets	—
Duty cycle	65,000	
Duplex	Yes	
Weight	66.1 lbs. (30 kg)	55.1 lbs. (25 kg)
Dimensions: W x D x H	16.5" x 19.4" x 18.6" (420 x 493 x 473 mm)	15.7" x 17.7" x 13.1" (400 x 450 x 334 mm)
Power source	120 – 127V 60 Hz	

	M C251FW	P C311W
COPIER (M C251FW ONLY)		
First copy speed	Black: 20 seconds or less (A4 / LT SEF) Full color: 20 seconds or less (A4 / LT SEF)	—
Multiple copying	Up to 99 copies	—
Resolution	Platen: 600 x 600 dpi SPDF: 300 x 600 dpi	—
Zoom	From 25% to 400% in 1% steps with 9 presets	—

	M C251FW	P C311W
PRINTER (STANDARD)		
CPU	400MHz	350MHz
Printing process	Laser beam scanning, electro-photographic printing	
Printer language: standard	PCL5c, PCL6, PostScript® 3™ emulated	
Print resolution: maximum	2,400 x 600 dpi	
Fonts: standard	PCL (80 fonts), PS3 (80 fonts)	
Standard interfaces	Ethernet 10 base-T/100 base-TX, Wireless LAN (IEEE 802.11 a/b/g/n), USB 2.0	
Mobile printing capability	Apple AirPrint™, Mopria®, WiFi Direct	
Windows® environments	Windows® 8.1, Windows® 10, Windows® Server 2012, Windows® Server 2012R2, Windows® Server 2016, Windows® Server 2019	
Mac OS environments	Mac OS 10.10 – 11	
UNIX environments	Linux™ environment	

	M C251FW	P C311W
SCANNER (M C251FW ONLY)		
Scanning: B/W	21 ipm	—
Scanning: full color	12 ipm	—
Resolution: standard	300 dpi	—
Resolution: maximum	Platen: 1,200 dpi; TWAIN: 75 - 19,200 dpi	—
Compression method	B&W (TIFF (MH, MR, MMR), JPEG (Grayscale), PDF), Color (PDF, JPEG)	—
File formats	Single Page: TIFF, JPEG, PDF Multi Page: TIFF, PDF	—
Bundled drivers	Network TWAIN	—
Scan modes	E-mail, Folder, USB	—

	M C251FW	P C311W
FACSIMILE (M C251FW ONLY)		
Circuit/Compatibility	PSTN, PBX	—
Transmission speed	3 seconds	—
Modem speed: maximum	33.6 Kbps with auto fallback to 2.4 Kbps	—
Compression method	MH, MR, MMR, JBIG	—
Scanning speed	Less than 20 spm (A4/LT SEF) (8 x 3.85)	—
Page memory size	2.5MB (100 pages are stored with MMR / ITU#1 STD)	—
SAF memory size	Standard: 2.5MB (Approx. 100 pages)	—
Internet fax	Standard	—
LAN fax	Standard	—

RICOH M C251FW / P C311W

MAIN SPECIFICATIONS

	M C251FW	P C311W
PAPER HANDLING		
Recommended paper size	Standard tray: A4, A5, A6, B5, B6, Legal, Letter, HLT; C5, C6 & C10 Envelope; Custom size: 3.54" x 5.83" to 8.5" x 14" Bypass tray: A4, A5, A6, B5, B6, Legal, Letter, HLT; C5, C6 & C10 Envelope; Custom size: 3.54" x 5.83" to 8.5" x 14"	
Paper input: standard	251 sheets	
Paper input: maximum	751 sheets	
Paper output: standard	150 sheets	
Paper weight	Standard tray: 60 – 163 g/m² (16-43 lb. Bond) Optional tray: 60 – 105 g/m² (16-28 lb. Bond) Bypass: 60 – 163 g/m² (16-43 lb. Bond) Duplex: 60 – 90 g/m² (16-24 lb. Bond)	
Paper types	Standard tray: Plain, Recycled, Letterhead, Pre-punched, Labels, Envelopes Bypass tray: Plain, Recycled, Letterhead, Pre-punched, Labels, Envelopes Optional tray: Plain, Recycled, Letterhead, Pre-punched	
ECOLOGY		
Power consumption: maximum	Less than 1,300 W	
Power consumption operation: B/W	428 W	420 W
Power consumption operation: full color	469 W	461 W
Power consumption: ready	34.5 W	30.5 W
Power consumption: sleep	0.7 W	0.64 W
TEC[1]	0.32 kWh	0.31 kWh
ENERGY STAR®	Certified	
EPEAT®	Silver Rated* *EPEAT Silver rating is applicable only in the USA.	
PAPER HANDLING OPTIONS		
1 x 500-sheet Paper Feed Unit (TK1220)	Paper size: A4, Letter; Paper weight: 60 – 105 g/m²* *A maximum of one optional tray can be installed on the device.	
OTHER OPTIONS		
ESP S1 Power Filter		
CONSUMABLES		
Starter toner	Black: 1,000 prints; Cyan: 1,000 prints; Magenta: 1,000 prints; Yellow: 1,000 prints	
Toner: black	6,900 prints	
Toner: cyan	6,300 prints	
Toner: magenta	6,300 prints	
Toner: yellow	6,300 prints	
Waste toner bottle	25,000 prints	
Toner yield measuring method ISO/IEC 19798		

[1] TEC value is measured based on the ENERGY STAR Ver.3.0 test method.

Specifications are subject to change without notice.

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

Some features may require additional options and/or charges.

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