

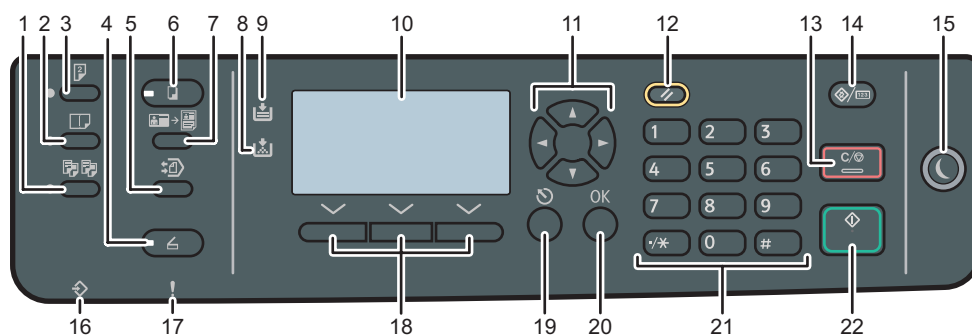
## Control Panel Settings

This manual explains the functions that you can use on the control panel and the items that can be set on the screens of each function. For details about setting items and setting values that are not included here, see the HTML format “User Guide”.

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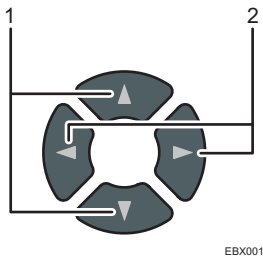
### Control Panel Components



DZV102

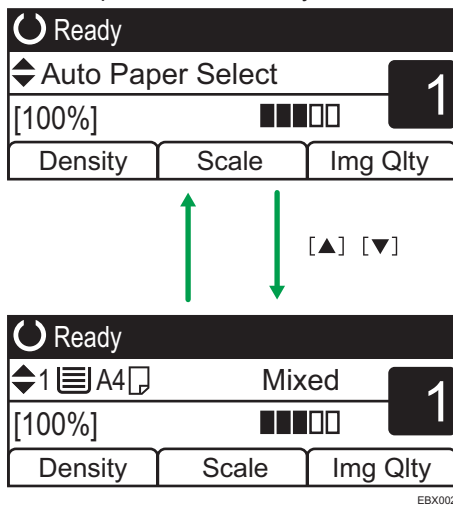
- |                         |                              |
|-------------------------|------------------------------|
| 1. [Sort] key           | 12. [Reset] key              |
| 2. [Combine] key        | 13. [Clear/Stop] key         |
| 3. [Duplex] key         | 14. [User Tools/Counter] key |
| 4. [Scanner] key        | 15. [Energy Saver] key       |
| 5. [Folder Print] key   | 16. Data In Indicator        |
| 6. [Copy] key           | 17. Alert Indicator          |
| 7. [ID Card Copy] key   | 18. Selection keys           |
| 8. Add Toner Indicator  | 19. [Escape] key             |
| 9. Load Paper Indicator | 20. [OK] Key                 |
| 10. Screen              | 21. Number Keys              |
| 11. Scroll Keys         | 22. [Start] key              |

## Scroll Key Operations



### 1. [▲][▼] keys

In the copier mode screen, you can select a tray by pressing the [▲][▼] keys.

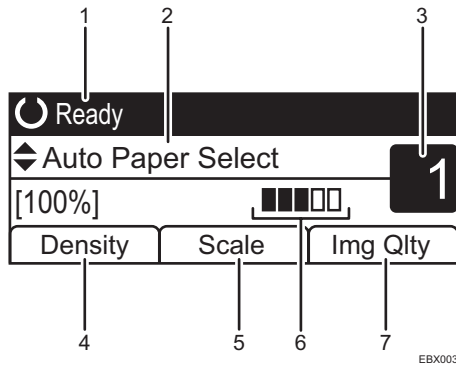


### 2. [◀][▶] keys

- Copier mode screen  
By pressing the [◀][▶] keys, you can set [Copier Features] items.  
On this screen, you can change all the setting items in [Copier Features].
- Scanner mode screen  
By pressing the [◀][▶] keys, you can set [Scan Settings] items.  
On this screen, you can change the following setting items in [Scan Settings]:
  - [Max. E-mail Size]
  - [Compression (Color)]
  - [Limitless Scan]
  - [File Type]

## Copy Function Menu Tree

This section explains what you can set on the screens that appear after you press the [Copy] key.



1. The current status or messages are displayed.
2. The current tray, reproduction ratio, and scan settings are displayed.
3. The current copy quantity is displayed.
4. You can change the density level.

Density	◀▶	[OK]
■■■■□		

5. You can specify whether to enlarge or reduce a printed image.

- R/E  
You can select and set a value from the preset enlargement and reduction ratios.

Reduce/Enlarge	1/6	◆	[OK]
25%			
50%(A3->A5 8x13->A5)			
R/E	Auto R/E	Custom	

- Auto R/E  
You can choose an appropriate reproduction ratio based on the size of your original and the size of the paper you select.

Reduce/Enlarge	[OK]	
Auto R/E		
R/E	Auto R/E	Custom

- Custom  
You can set optional enlargement or reduction ratios. The values can be changed in 1% increments.

Reduce/Enlarge	[OK]	
Enter Reproduction Ratio:		
100 % <25 - 400>		
R/E	Auto R/E	Custom

6. The density level that you specify in item 4 is displayed here.
7. You can select the content of originals.

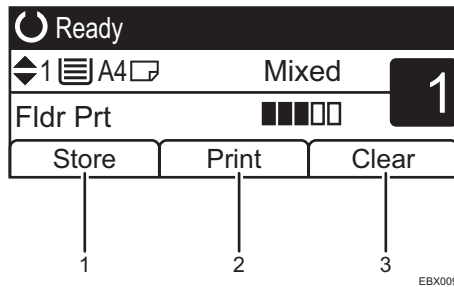
Original Type	◀▶	[OK]
Mixed	Voucher	
Photo	Diazo	
Text		

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## Folder Print Function Menu Tree

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This section explains what you can set on the screens that appear after you press the [Folder Print] key.



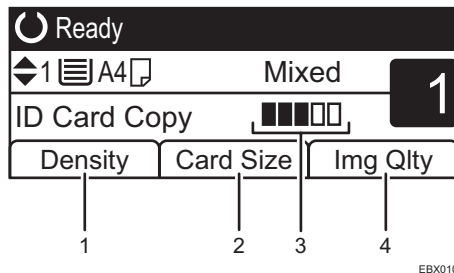
- 1. You can store the scanned documents in the machine.**  
For information on how to store documents, see “Storing Documents”, User Guide.
- 2. You can print the documents that are stored in the machine.**  
For information on how to print documents, see “Printing Documents”, User Guide.
- 3. You can delete documents that are stored in the machine.**

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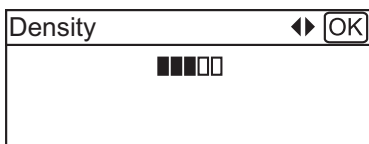
## ID Card Copy Function Menu Tree

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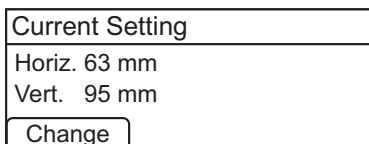
This section explains what you can set on the screens that appear after you press the [ID Card Copy] key.



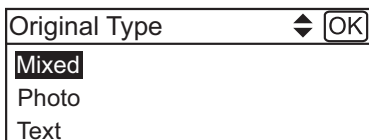
- 1. You can change the density level.**



- 2. You can set the size of the card you want to scan.**

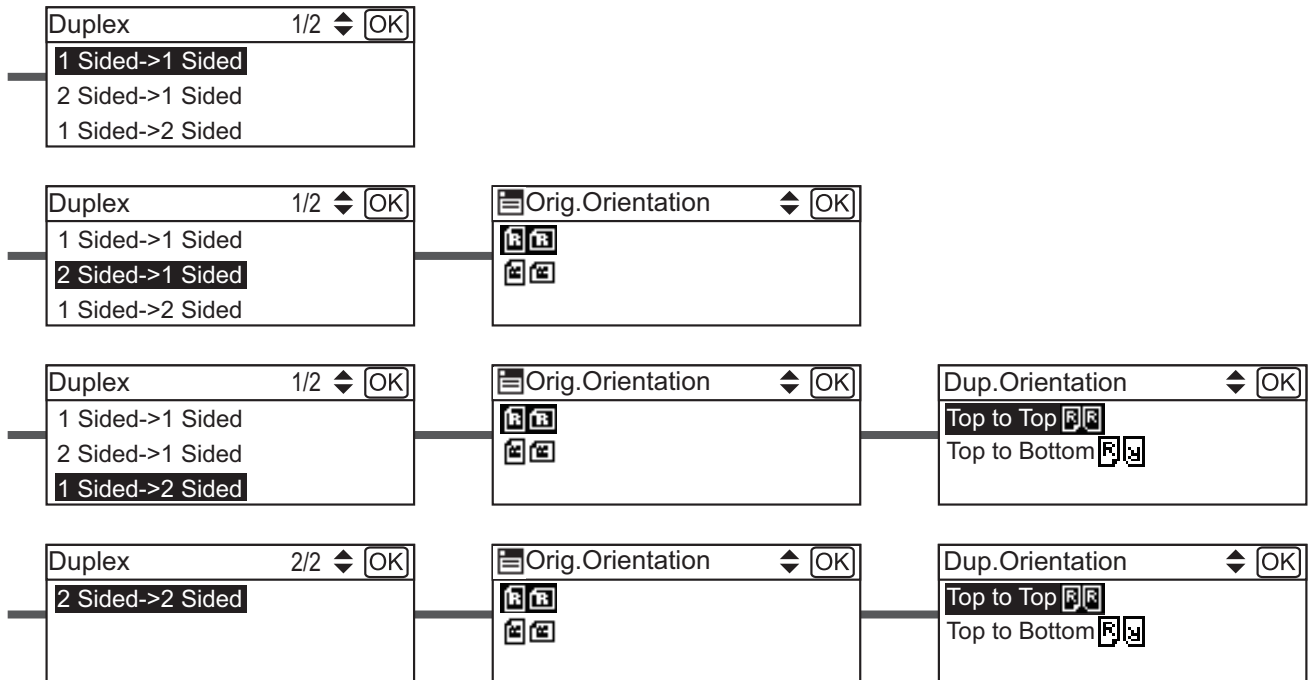


- 3. The density level that you specify in item 1 is displayed here.**
- 4. You can select the content of originals.**



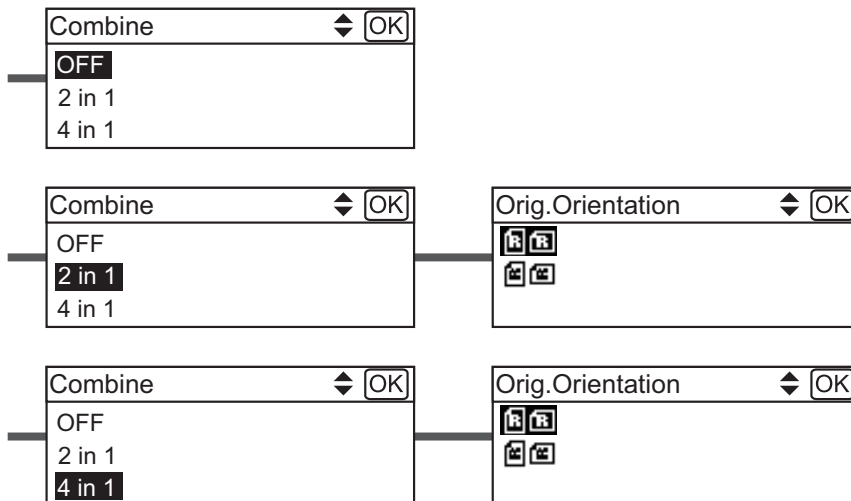
## Duplex Function Menu Tree

The following items are displayed on the screens that appear after you press the [Duplex] key:



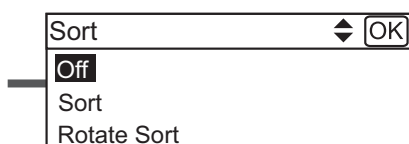
## Combine Function Menu Tree

The following items are displayed on the screens that appear after you press the [Combine] key:



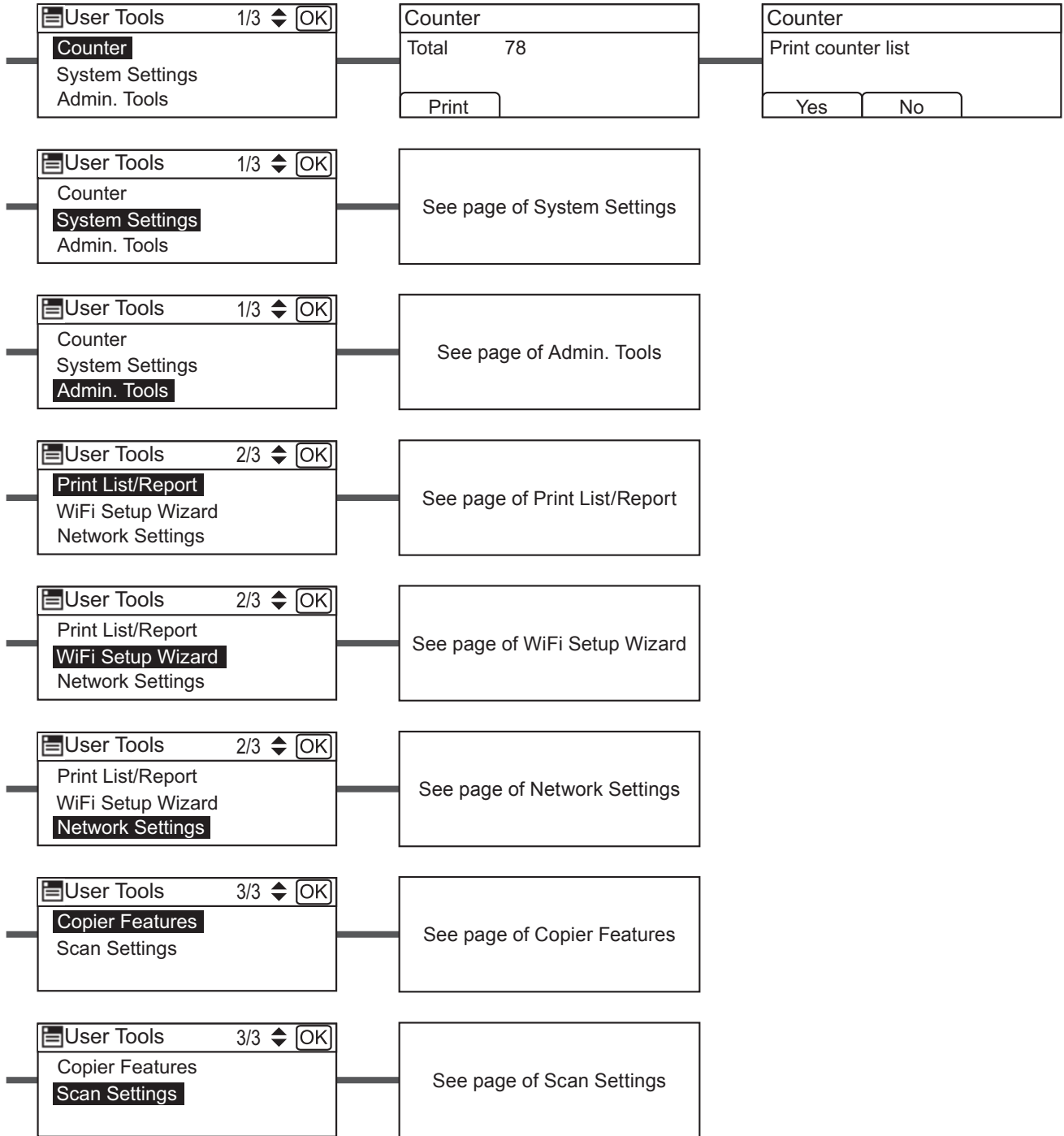
## Sort Function Menu Tree

The following items are displayed on the screens that appear after you press the [Sort] key:



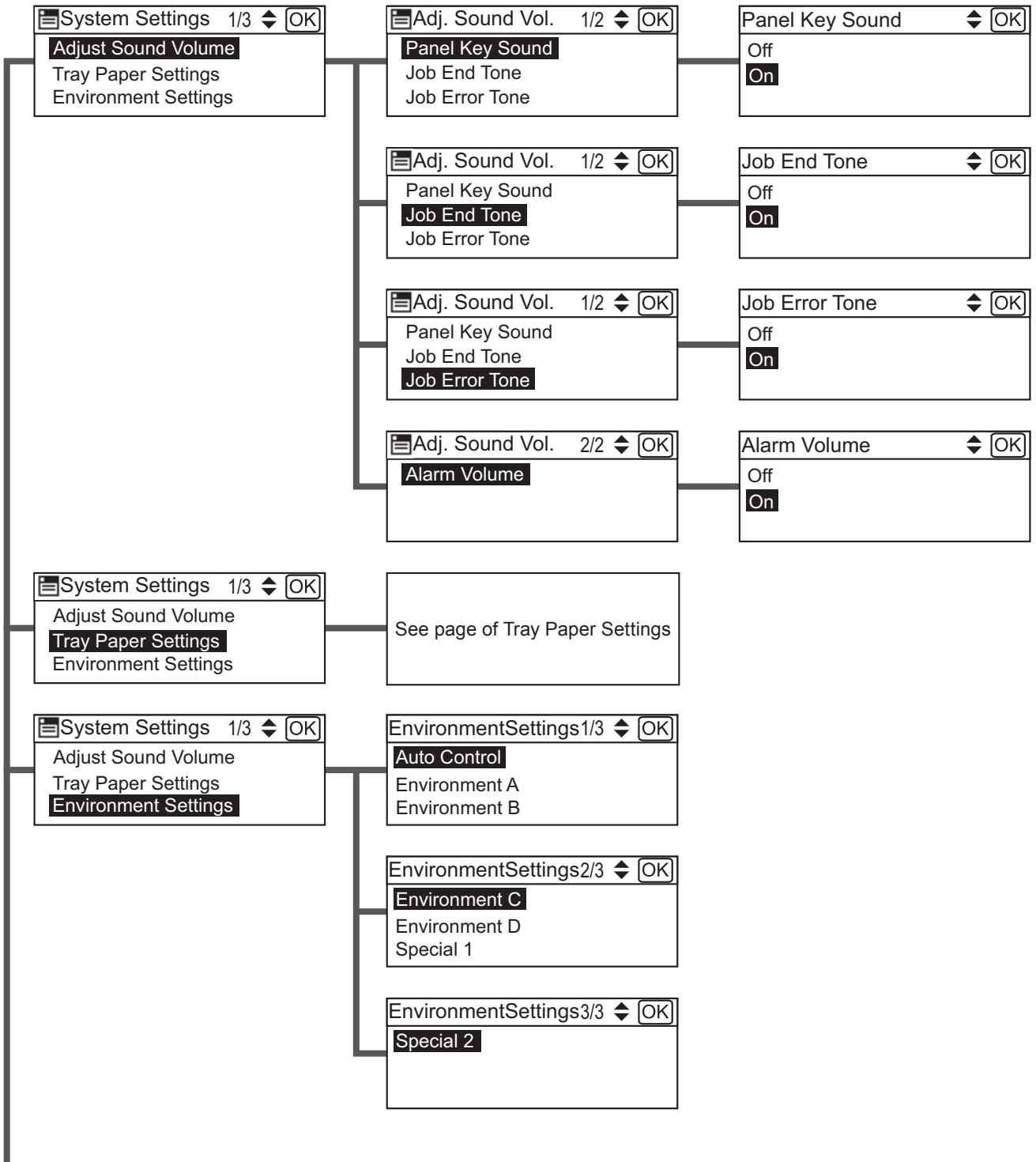
## User Tools Menu Tree

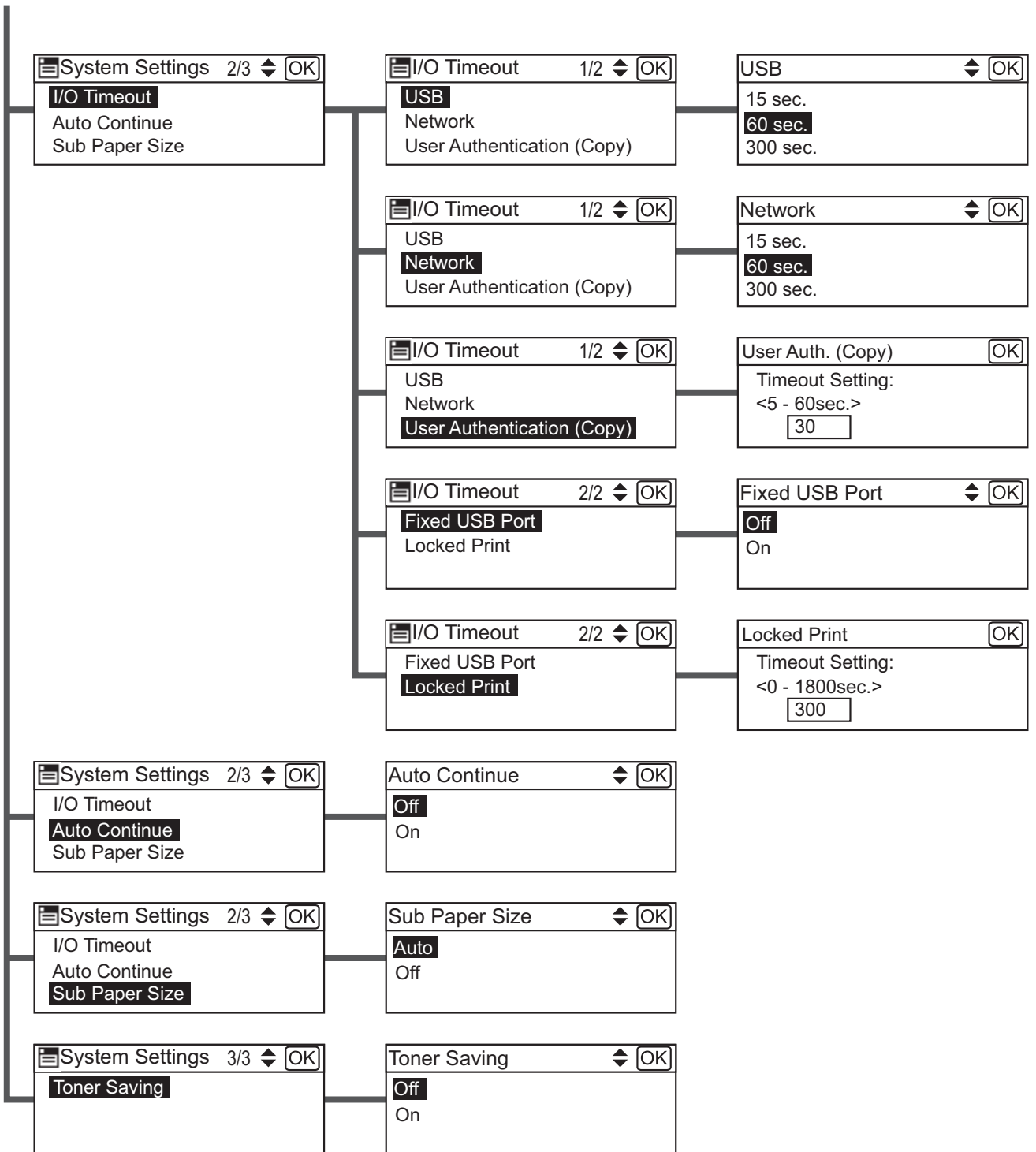
The following items are displayed on the screens that appear after you press the [User Tools/Counter] key:



## System Settings Menu Tree

The following items are displayed on the screens that appear when you select [System Settings] after pressing the [User Tools/Counter] key:

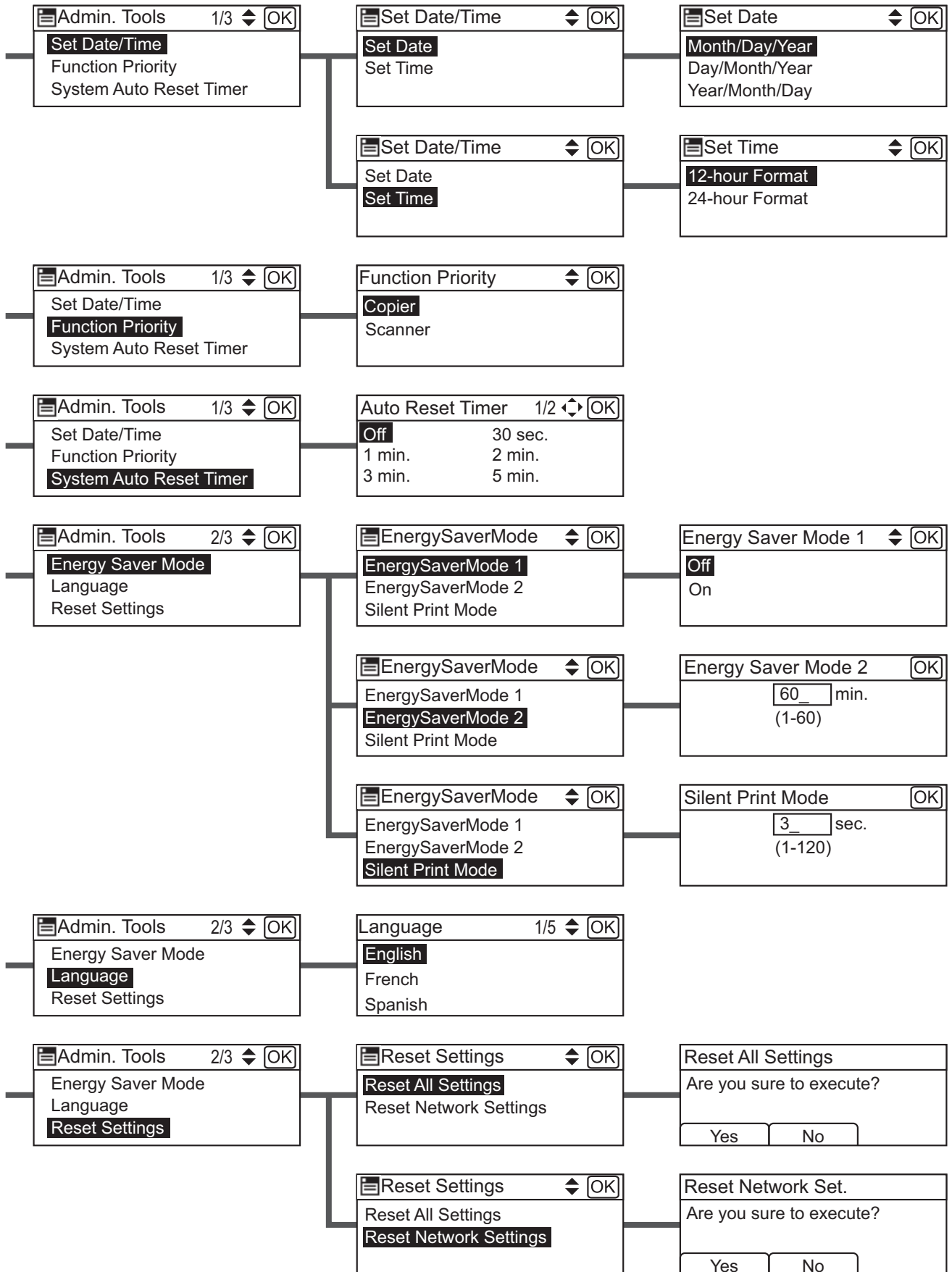


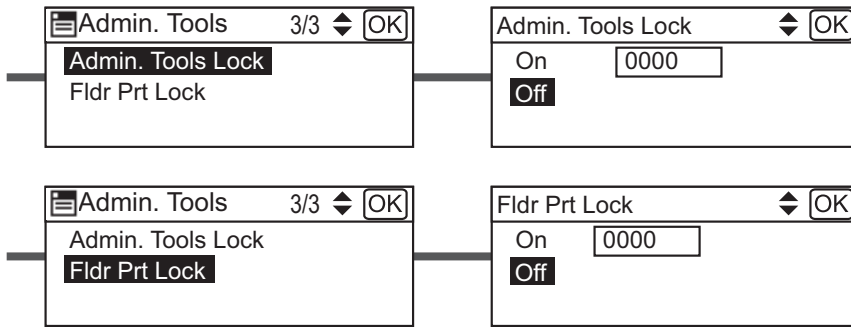




## Admin. Tools Menu Tree

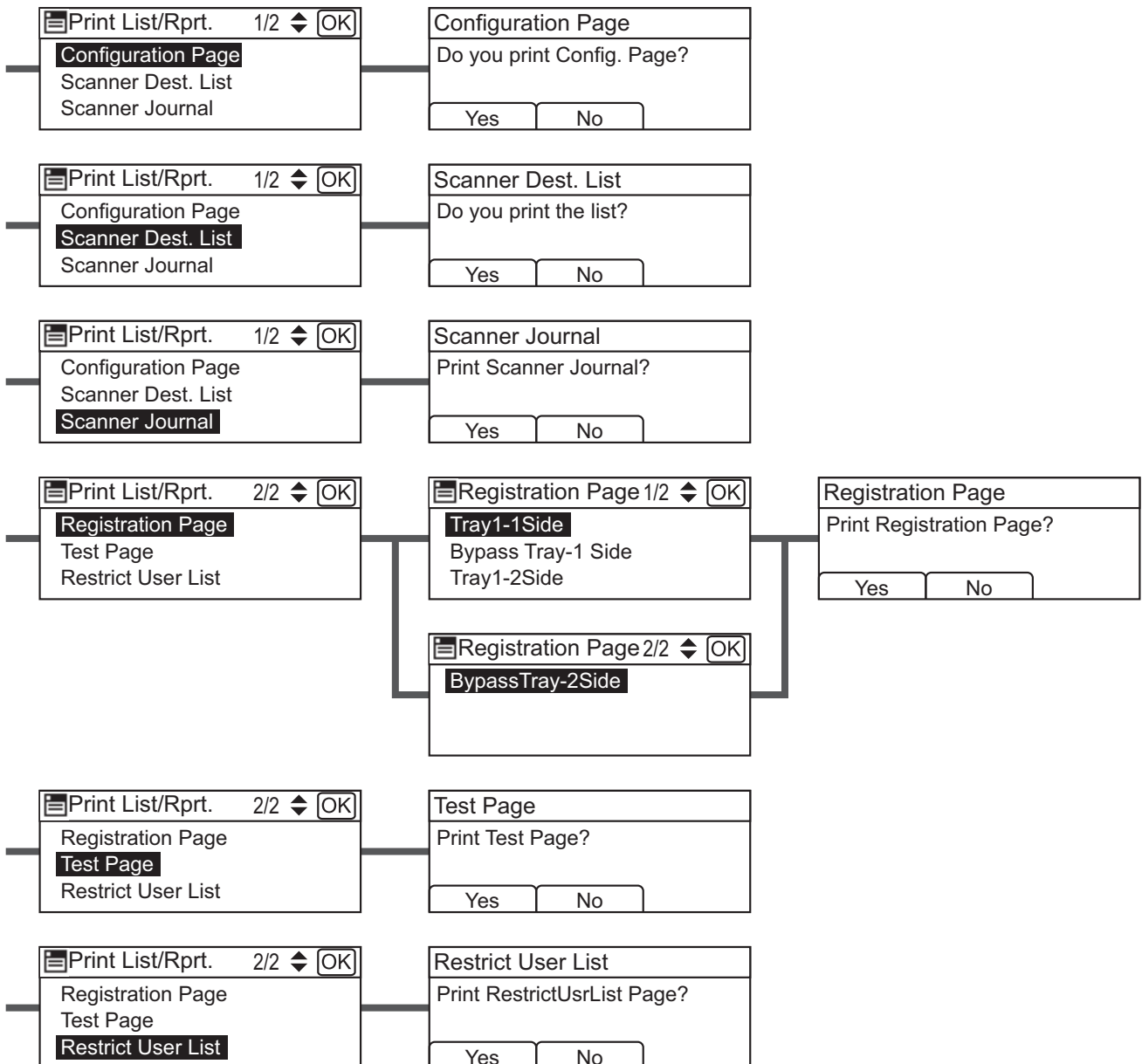
The following items are displayed on the screens that appear when you select [Admin. Tools] after pressing the [User Tools/Counter] key:





## Print List/Report Menu Tree

The following items are displayed on the screens that appear when you select [Print List/Report] after pressing the [User Tools/Counter] key:



## Lists and Reports

### ◆ Configuration Page

2018 10/02 02:59pm

Configuration Page 1/3 RICOH M 2701

<b>System Reference</b>		<b>System Settings</b>	
Model Name	:RICOH M 2701	Adjust Sound Volume	
Machine ID	:32800000049	Panel Key Sound	:0n
Total Memory	:512MB	Job End Tone	:0n
Bootloader Version	:V1.00	Job Error Tone	:0n
Firmware Version	:V1.00	Alarm Volume	:0n
Engine FW Version	:1.02		
Scanner FW Version	:1.0.1.0		
<b>Paper Input</b>		<b>I/O Timeout</b>	
--- Tray 1		Fixed USB Port	:0ff
Paper Size	:Auto Detect	USB	:60sec.
Paper Type	:Plain Paper 2	Network	:60sec.
--- Tray 2		Lock Print	:300sec.
Paper Size	:Auto Detect	Auto Continue	:0ff
Paper Type	:Plain Paper 2	Toner Saving	:0ff
--- Tray 3		Sub Paper Size	:Auto
Paper Size	:Auto Detect	Environment Settings	:Auto Control
Paper Type	:Plain Paper 2	<b>Admin Tools</b>	
--- Bypass Tray		Set Date/Time	
Paper Size	:Auto Detect	Set Date	:Year/Month/Day
Paper Type	:Plain Paper 2	Set Time	:12-hour Format
--- Tray Priority		Function Priority	:Copier
Tray Prio.: Printer	:Tray 1	Auto Reset Timer	:0ff
Tray Prio.: Copier	:Tray 1	Energy Saver Mode	
Specified Tray	:Machine Setting(s)	Energy Saver Mode1	:0ff
Bypass Tray Priority	:Machine Setting(s)	Energy Saver Mode2	:60min.
Size Mismatch Detect.	:0n	Silent Print Mode	:3sec.
		Language	:English
<b>Counter</b>			
--- Total Counter			
Page Total	:81		
--- Printer			
Print Page Total	:3		
--- Scanner			
Page Total	:6		
Color	:6		
Black	:0		
--- Copier			
Page Total	:15		
--- Duplex			
Duplex Page Total	:0		

### ◆ Scanner Dest. List

<Scanner Destination List>

No.	Name	Type	Destination	Scan Size	Color	B&W
	Resolution	Density			Format	Format
ID						

◆ **Scanner Journal**

<Scanner Journal>									
No.	Date	Time	Type	Destination	Files	Color	Format	Results	
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◆ **Registration Page**

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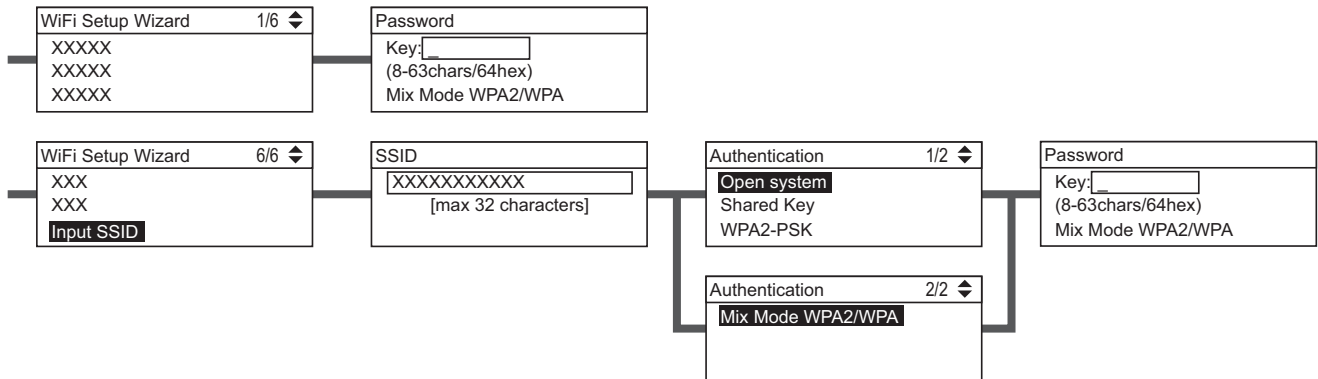
◆ **Restrict User List**

<Restrict User List>				
No.	User Name	Copy Counter	Print Counter	Total Counter
-----				

## WiFi Setup Wizard Menu Tree

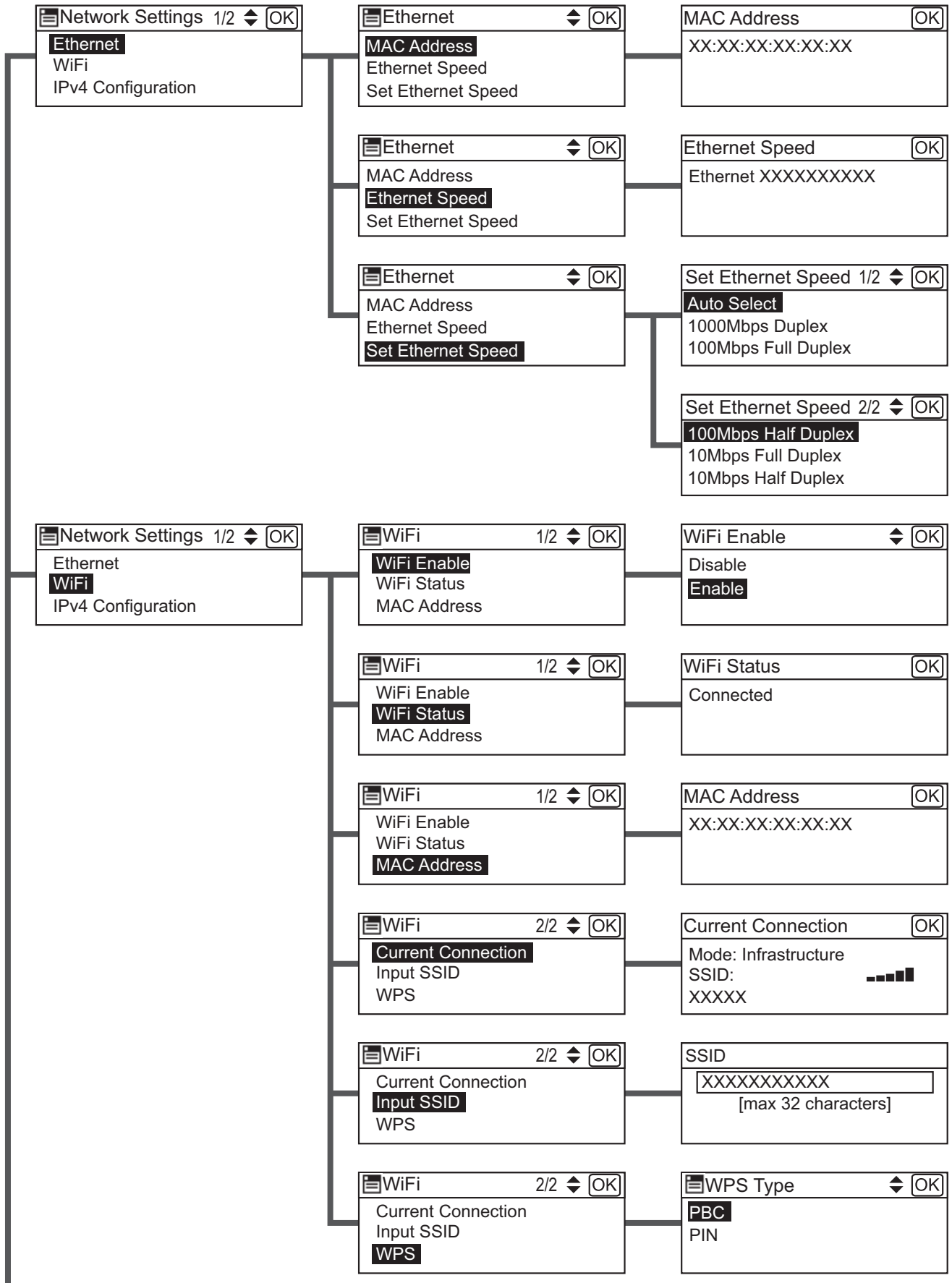
The following items are displayed on the screens that appear when you select [WiFi Setup Wizard] after pressing the [User Tools/Counter] key:

For information about the setting procedures, see “Connecting the Machine via Wireless (Wi-Fi)”, Setup Guide.



## Network Settings Menu Tree

The following items are displayed on the screens that appear when you select [Network Settings] after pressing the [User Tools/Counter] key:



Network Settings 1/2 [OK]

- Ethernet
- WiFi
- IPv4 Configuration**

IPv4 Config. 1/2 [OK]

- DHCP**
- IP Address
- Subnet Mask

DHCP [OK]

Inactive

**Active**

IPv4 Config. 1/2 [OK]

- DHCP
- IP Address**
- Subnet Mask

IP Address [OK]

XXX . XXX . XXX . XXX

IPv4 Config. 1/2 [OK]

- DHCP
- IP Address
- Subnet Mask**

Subnet Mask [OK]

XXX . XXX . XXX . XXX

IPv4 Config. 2/2 [OK]

- Gateway Address**
- IP Address Method

Gateway Address [OK]

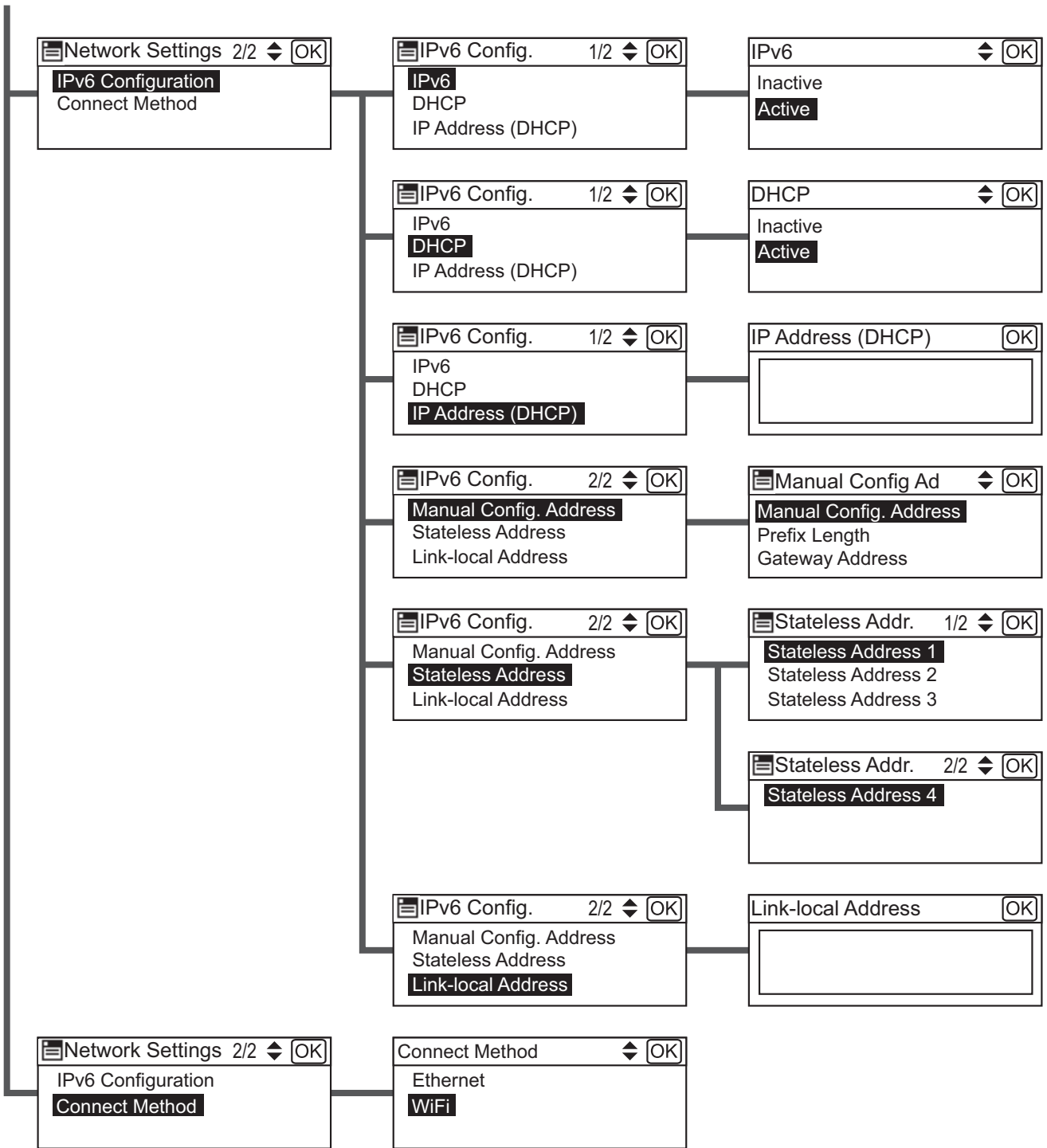
XXX . XXX . XXX . XXX

IPv4 Config. 2/2 [OK]

- Gateway Address
- IP Address Method**

IP Address Method [OK]

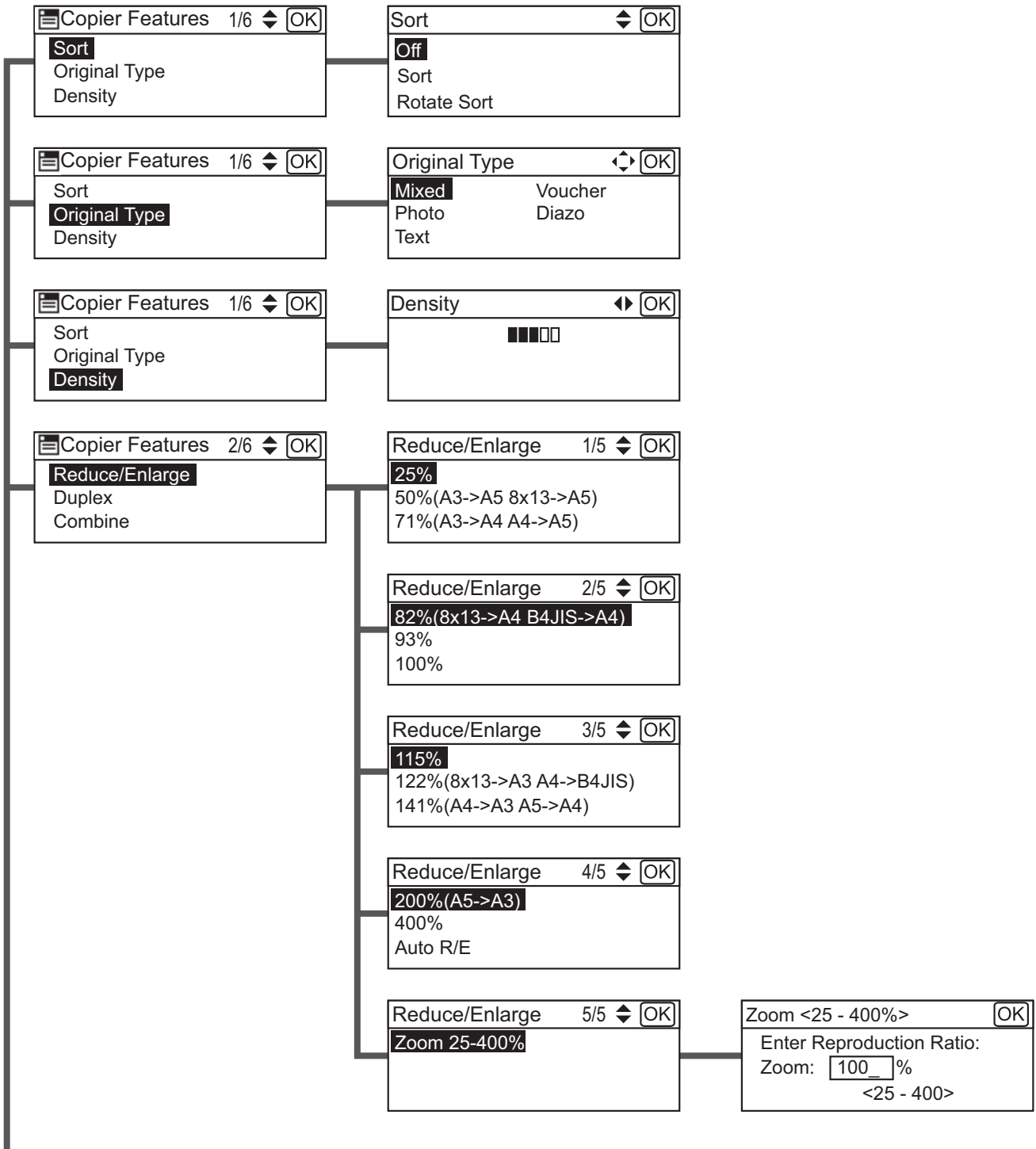
IP Not Ready

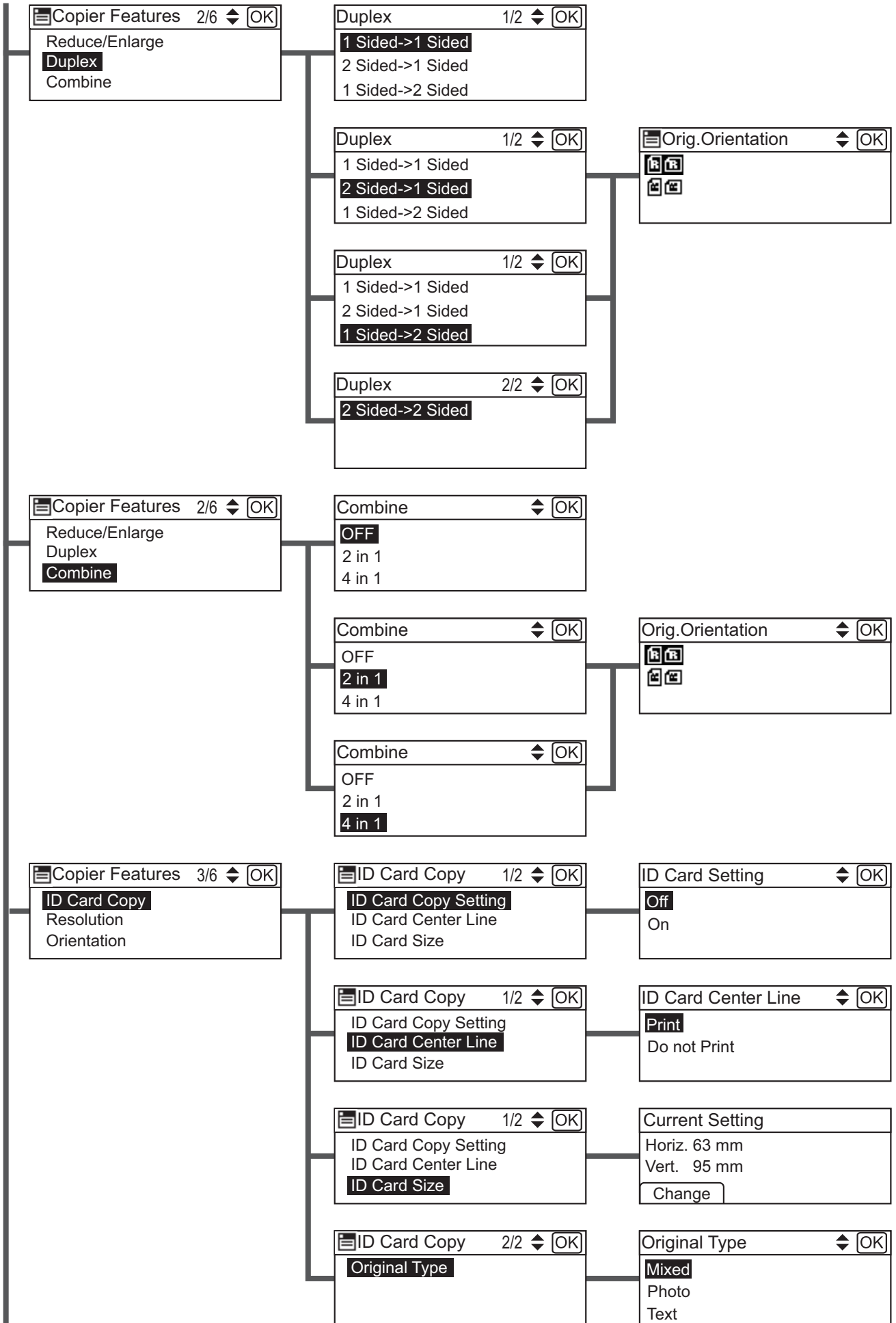


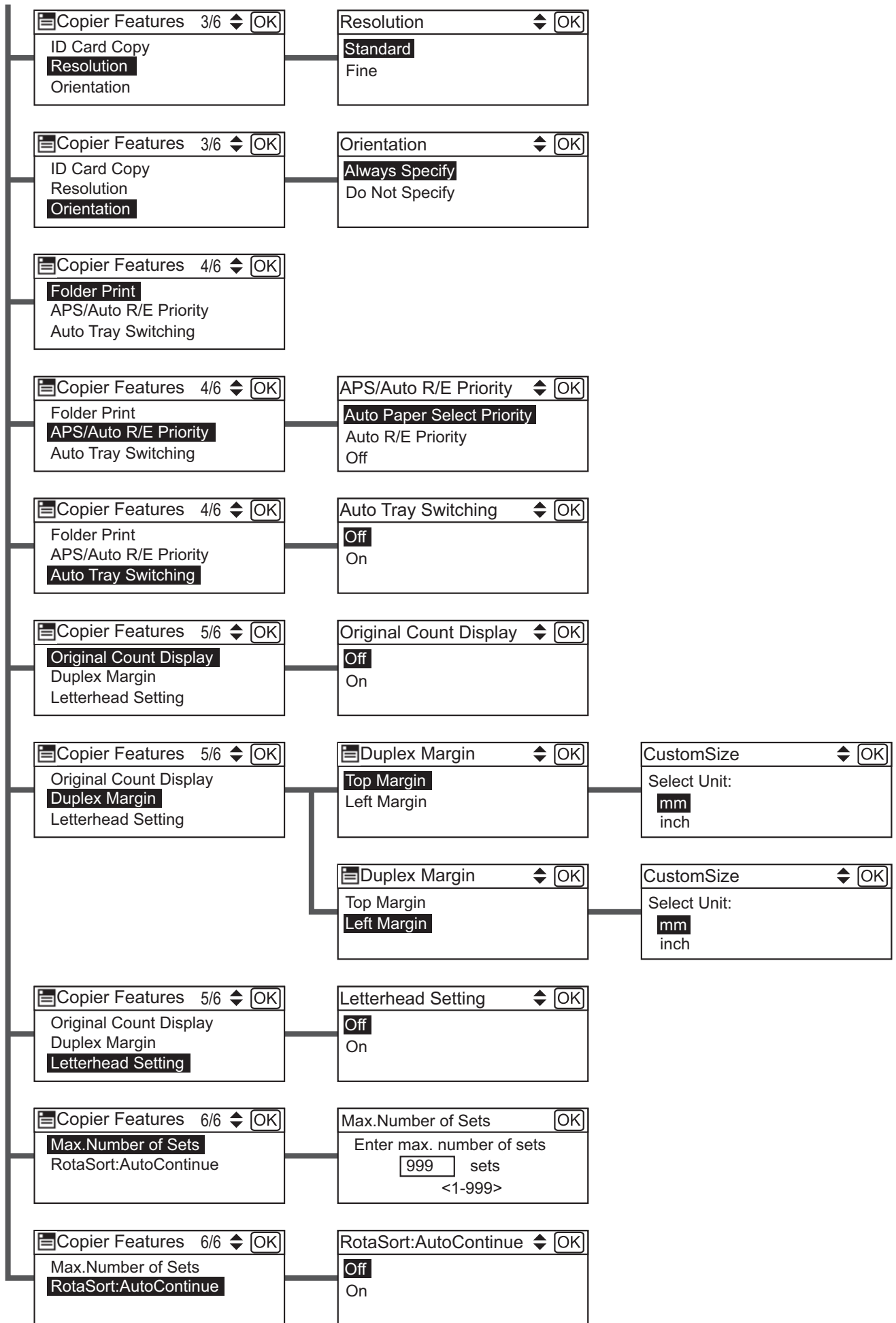


## Copier Features Menu Tree

The following items are displayed on the screens that appear when you select [Copier Features] after pressing the [User Tools/Counter] key:

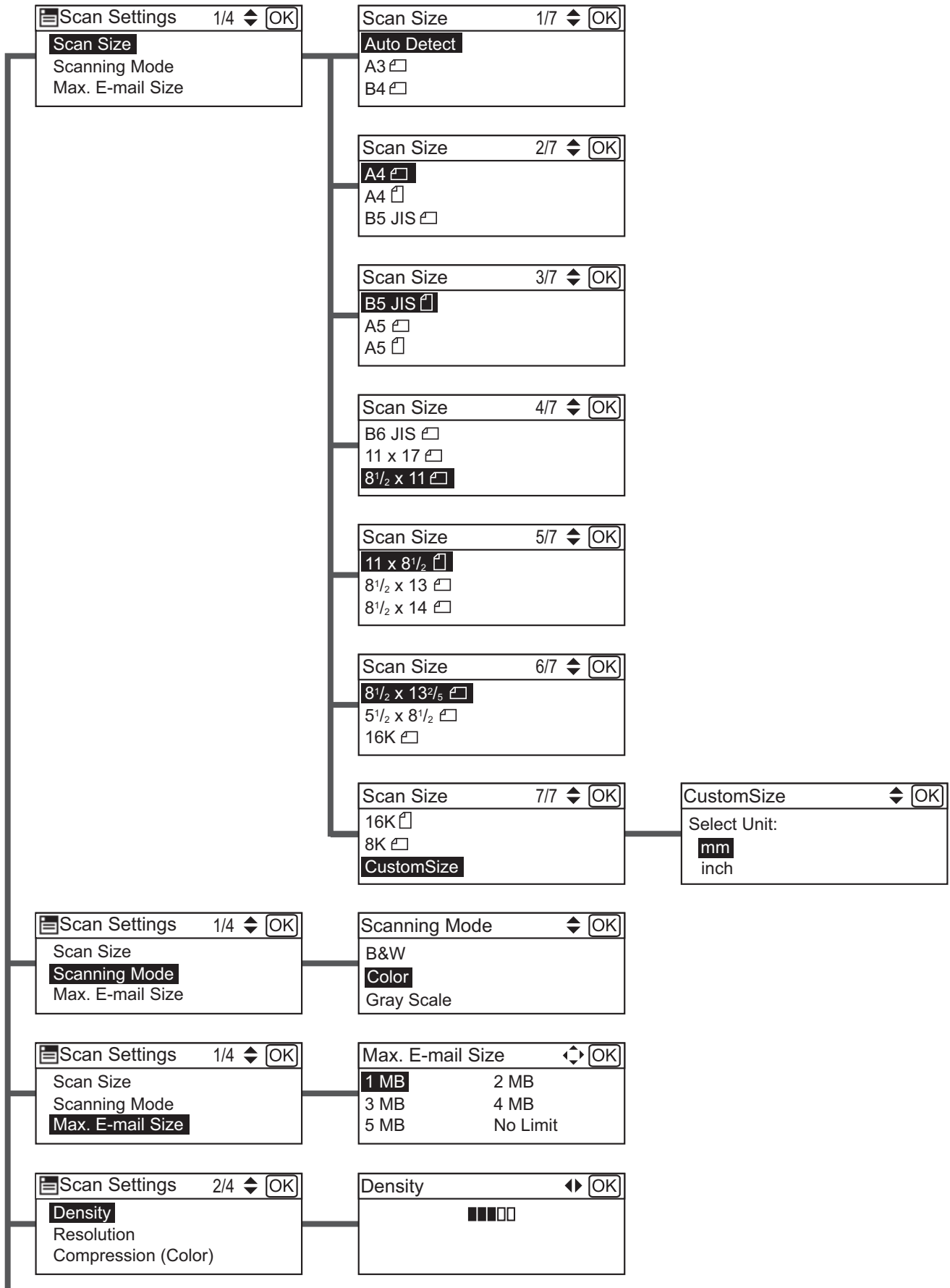


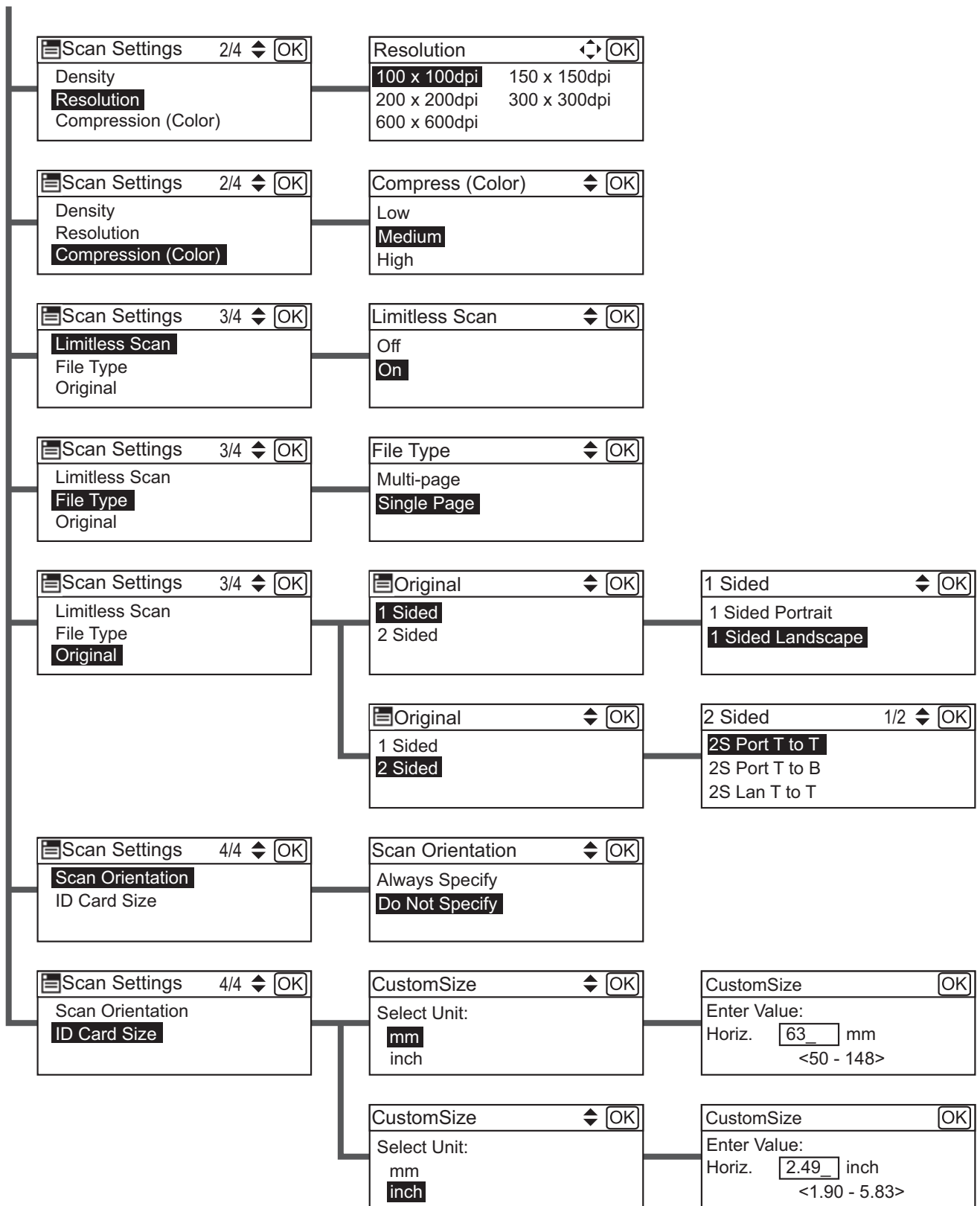




## Scan Settings Menu Tree

The following items are displayed on the screens that appear when you select [Scan Settings] after pressing the [User Tools/Counter] key:





## Tray Paper Settings Menu Tree

The following items are displayed on the screens that appear when you select [Tray Paper Settings] after pressing the [User Tools/Counter] key:

