

Setup Guide





1. Setting Up the Machine









Go to page 4 "Installing the Software". For OS X, see User's Guide in the provided CD-ROM or our website (http://www.ricoh.com/printers/sp200/support/gateway/).

For safe and correct use, please be sure to read the Safety Information before using the machine.

2. Installing the Software

Note

- The following items are necessary to set up a wired connection.
- CD-ROM supplied with the machine
- USB interface cable

1. Turn on your computer.

2. Insert the provided CD-ROM into the CD-ROM drive of the computer.

If your computer does not have a CD-ROM drive, download a setup file from our website (http://www.ricoh.com/printers/sp200/ support/gateway/).



3. Click [Quick Install].



4. The software license agreement appears in the [Software License Agreement] dialog box. After reading the agreement, click [Yes].



5. Select [USB Connection].



- 6. Follow the instructions in the setup wizard.
- 7. Click [Finish] in the [Setup Complete] dialog box. If the installer prompt you to restart Windows, reboot your computer.



Setup is completed.

Scan/FAX and other settings

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For those using the scanner features for the first time

For information about specifying the initial scan settings, see "What You Can Do with the Scanner Function", User's Guide in the provided CD-ROM or our website (http://www.ricoh.com/printers/sp200/support/gateway/).

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For those using the fax features for the first time

For information about specifying the initial fax settings, see "Initial Setup", Initial Guide for FAX.

How to purchase consumables

For information about consumables, see the following website or scan the following QR code from your smart device.





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