HOW TO - RICOH printer configuration

1. Download the printer drivers at the following address :
   `https://support.ricoh.com/bb/html/dr_ut_e/rc3/model/mpc4504ex/mpc4504ex.htm?lang=en`
   Or use the QR code below :

   Be careful selecting the right driver for the OS of your computer (on Mac computer, Apple Menu/About this Mac).


2. Launch the driver installation file and follow the instructions.

3. In System Preferences/Printers and Scanners, click on the "+" button to add a new printer.

4. Click on the "IP" icon on the top (planet logo).

5. In "Address", write the IP address of the printer : 172.16.6.51.

6. In "Protocol", select "Line-Printer Daemond - LPD".

7. In "Use", choose "Select software".

8. Select "RICOH MP C4504ex PS" (you can type it in the research bar).
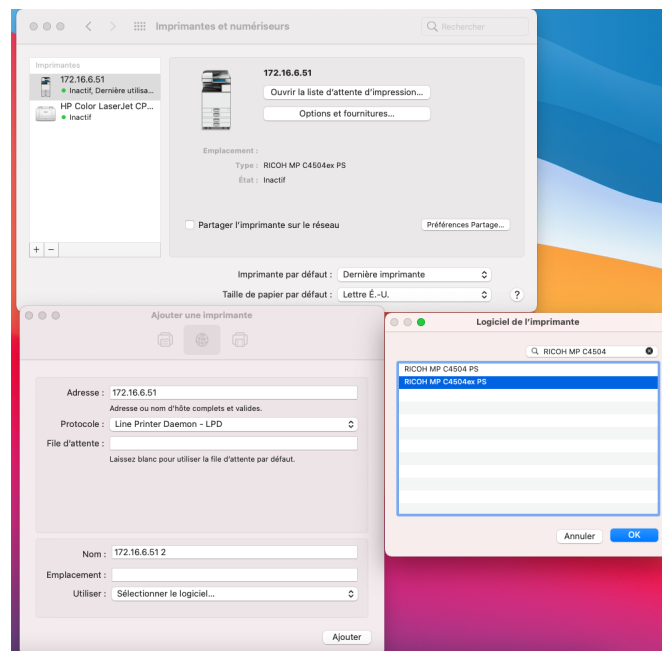
9. When you print from your own computer, always select the "black and white" option (see step 10 to print in color).
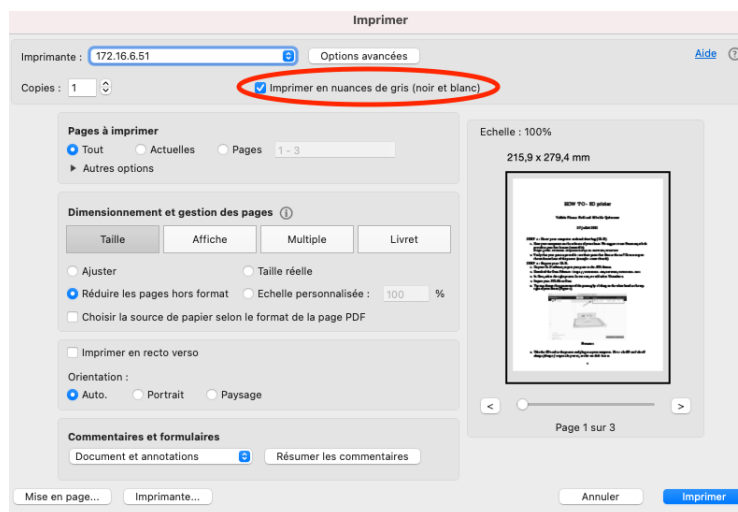
10. To print a color document, transfer the file on a USB key or SD card and go to the printer. Insert the storage device in the printer and select the "Print/Scan (Memory Storage Device)" option. After selecting the document and pressing on "Print", a NIP will be requested. The NIP is : 1703.