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› RICOH SP-1130N Network Enabled Color Duplex Document Scanner User Manual

RICOH SP-1130N

RICOH SP-1130N Network Enabled Color Duplex Document Scanner User Manual

MODEL: SP-1130N

1. Introduction

This manual provides essential instructions for the safe and efficient operation of your RICOH SP-1130N Network Enabled Color Duplex Document Scanner. Please read this manual thoroughly before using the product and retain it for future reference. The RICOH SP-1130N is designed for high-performance document scanning, featuring network connectivity and duplex scanning capabilities.

2. Product Overview

The RICOH SP-1130N is a compact and user-friendly document scanner equipped with an Automatic Document Feeder (ADF) for efficient batch scanning. Key features include:

- **Duplex Scanning:** Scans both sides of a document simultaneously.
- **Network Enabled:** Connects via Ethernet for shared use.
- **Automatic Document Feeder (ADF):** Holds up to 50 sheets for continuous scanning.
- **One-Push Button Scanning:** Simplifies the scanning process.
- **PaperStream ClickScan Software:** Intuitive software for easy document management.



Figure 2.1: Front view of the RICOH SP-1130N scanner with trays open.

3. Setup

3.1 Unpacking and Placement

1. Carefully remove the scanner and all accessories from the packaging.
2. Place the scanner on a stable, flat surface with adequate space for document feeding and ejection.
3. Attach the input and output trays as instructed in the quick setup guide.

3.2 Connecting the Scanner

- **Power Connection:** Connect the AC adapter to the scanner's power input and then to a power outlet.
- **USB Connection (Optional):** For direct connection, use the provided USB cable to connect the scanner to your computer.
- **Ethernet Connection (Network):** For network scanning, connect an Ethernet cable from the scanner to your network router or switch.

3.3 Software Installation

Install the necessary drivers and PaperStream ClickScan software from the provided installation media or by downloading them from the official RICOH support website. Follow the on-screen instructions to complete the installation.

4. Operating Instructions

4.1 Loading Documents

1. Open the input tray and extend the paper guides.
2. Place documents face-down in the input tray, ensuring the leading edge is aligned with the feed opening. Adjust the paper guides to fit the document width.
3. Ensure documents are free of staples, paper clips, or tears to prevent jams.



Figure 4.1: Document loaded into the scanner's automatic document feeder.

4.2 Performing a Scan with PaperStream ClickScan

1. Ensure the scanner is powered on and connected to your computer or network.
2. Load your documents into the ADF.
3. Press the "Scan" button on the scanner unit or launch the PaperStream ClickScan application on your computer.
4. In the PaperStream ClickScan interface, select your desired output destination (e.g., folder, email, printer, application).
5. Review the scanned images and save them to the chosen location.



Figure 4.2: Three simple steps for scanning documents using PaperStream ClickScan software.

4.3 Image Enhancement Features

PaperStream ClickScan includes features to improve scanned image quality, such as automatic color detection, blank page removal, and image cleanup. These features help produce clear and readable digital documents.



Figure 4.3: Demonstration of image cleanup, showing a warranty card before and after processing.

5. Maintenance

5.1 Cleaning the Scanner

- Always power off and unplug the scanner before cleaning.
- Use a soft, lint-free cloth lightly dampened with water or a mild, non-abrasive cleaner to wipe the exterior.
- For internal components like rollers and glass, refer to the detailed cleaning instructions in the full user manual available on the RICOH support website.

5.2 Consumables

Periodically inspect the feed rollers and separation pad for wear. Replace these consumables as needed to maintain optimal scanning performance. Replacement parts can be ordered through authorized RICOH dealers.

6. Troubleshooting

Problem	Possible Cause	Solution
Scanner does not power on.	Power cable not connected; power outlet issue.	Ensure power cable is securely connected. Test power outlet with another device.
Documents are jamming.	Misaligned paper guides; damaged documents; worn rollers.	Adjust paper guides. Remove staples/clips. Clean or replace rollers.
Scanned images are blurry or streaky.	Dirty scanner glass or rollers.	Clean the scanner glass and rollers as per maintenance instructions.
Scanner not detected by computer/network.	Incorrect cable connection; driver not installed; network configuration issue.	Check USB/Ethernet cable. Reinstall drivers. Verify network settings.

For more detailed troubleshooting, refer to the comprehensive user manual or contact RICOH technical support.

7. Specifications

Model Name	SP-1130N
Scanner Type	ADF (Automatic Document Feeder), Duplex
Connectivity	Ethernet, USB
Optical Resolution	600 dpi
Standard Sheet Capacity	50 sheets
Product Dimensions (L x W x H)	11.7 x 5.3 x 5.2 inches
Item Weight	5.5 pounds
Power Consumption	18 watts (Operating)

8. Warranty and Support

The RICOH SP-1130N scanner typically comes with a manufacturer's warranty. Please refer to the warranty card included with your product or visit the official RICOH website for detailed warranty terms and conditions.

For technical assistance, driver downloads, or further support, please visit the [RICOH Support Website](#) or contact your local RICOH service center.

