Ricoh C2000LT

Ricoh IM C2000LT A3/A4 Multifunction System User Manual

Model: C2000LT | Brand: Ricoh

1. Introduction

Welcome to the user manual for the Ricoh IM C2000LT A3/A4 Multifunction System. This document provides essential information for the safe and efficient operation of your device. The Ricoh IM C2000LT is a versatile multifunction system designed for professional environments, offering high-quality color printing, copying, and scanning capabilities up to A3 format.

Key features include a maximum print speed of 20 pages per minute, a standard paper capacity of 1200 sheets, and a maximum print resolution of 1200 x 1200 dpi. Connectivity options include Gigabit LAN, USB, and NFC.

2. Safety Information

Please read all safety instructions carefully before using the device to prevent injury or damage to the system.

- Ensure the device is placed on a stable, level surface with adequate ventilation.
- Connect the power cord to a grounded electrical outlet. Do not overload power strips.
- Keep hands and loose clothing away from moving parts during operation.
- Do not attempt to service the device yourself. Refer all servicing to qualified personnel.
- Avoid spilling liquids on the device. In case of spillage, disconnect power immediately.

3. Product Overview



Figure 3.1: Front view of the Ricoh IM C2000LT Multifunction System, showing the control panel and paper trays.

The Ricoh IM C2000LT is an advanced multifunction device capable of handling various office tasks. It features a user-friendly control panel, multiple paper trays for different paper sizes (up to A3), and robust connectivity options.

Its core functions include:

- **Color Printing:** High-resolution output for documents and images.
- **Copying:** Efficient duplication of documents with various settings.
- **Scanning:** Digitize documents to various formats and destinations.
- **Auto Duplex:** Automatic double-sided printing for efficiency and paper saving.

4. Setup

4.1 Unpacking

1. Carefully remove the system from its packaging.
2. Remove all protective tapes and packing materials from the exterior and interior of the device.
3. Retain packaging materials for future transport or storage.

4.2 Physical Installation

1. Place the system in its intended location, ensuring adequate space for ventilation and access to paper trays.
2. Connect the power cord to the system and then to a suitable electrical outlet.
3. For network connectivity, connect an Ethernet cable to the Gigabit LAN port on the rear of the device and to your network router/switch.
4. For direct connection, use a USB cable to connect the system to your computer.
5. Power on the device using the main power switch.

4.3 Driver and Software Installation

To utilize all functions of your Ricoh IM C2000LT, install the necessary drivers and software on your computer.

- Visit the official Ricoh support website for the IM C2000LT model.
- Download the latest printer, scanner, and copier drivers compatible with your operating system.
- Follow the on-screen instructions to complete the installation process.

5. Operating the System

5.1 Loading Paper

1. Open the desired paper tray.
2. Adjust the paper guides to match the size of the paper being loaded.
3. Load the paper stack, ensuring it is not overfilled and is aligned correctly.

4. Close the paper tray.

5.2 Basic Printing

1. From your computer, open the document you wish to print.
2. Select **Print** from the application's menu.
3. Choose the Ricoh IM C2000LT as your printer.
4. Adjust print settings (e.g., color/monochrome, duplex, paper size) as needed.
5. Click **Print**.

5.3 Copying Documents

1. Place the original document face-down on the scanner glass or face-up in the Automatic Document Feeder (ADF).
2. On the control panel, select the **Copy** function.
3. Adjust settings such as number of copies, zoom, color/monochrome, and duplex.
4. Press the **Start** button to begin copying.

5.4 Scanning Documents

1. Place the original document on the scanner glass or in the ADF.
2. On the control panel, select the **Scan** function.
3. Choose your desired scan destination (e.g., email, folder, USB drive) and file format.
4. Adjust scan settings such as resolution and color mode.
5. Press the **Start** button to begin scanning.

6. Maintenance

6.1 Cleaning the Device

- Regularly wipe the exterior of the device with a soft, damp, lint-free cloth.
- Clean the scanner glass with a glass cleaner and a soft cloth to ensure clear scans.
- Do not use abrasive cleaners or solvents.

6.2 Consumables Replacement

The system will display messages on the control panel when consumables such as toner cartridges need to be replaced.

- Follow the instructions on the control panel or refer to the detailed service manual for specific replacement procedures.
- Use only genuine Ricoh replacement parts and consumables.

7. Troubleshooting

This section provides solutions to common issues you may encounter.

Problem	Possible Cause	Solution
Paper Jam	Incorrectly loaded paper, foreign object in paper path.	Open covers and carefully remove jammed paper. Ensure paper is loaded correctly.

Problem	Possible Cause	Solution
Poor Print Quality	Low toner, dirty print head/scanner glass, incorrect print settings.	Check toner levels. Clean scanner glass. Adjust print settings in driver.
Device Not Responding	Power issue, network cable disconnected, driver error.	Check power connection. Verify network cable. Restart device and computer. Reinstall drivers if necessary.
Cannot Scan	Network connectivity issue, incorrect scan settings, software not running.	Verify network connection. Check scan destination settings. Ensure scanning software is active on PC.

8. Specifications

Detailed technical specifications for the Ricoh IM C2000LT Multifunction System.

Feature	Detail
Model	C2000LT
Print Type	Colour
Maximum Format	A3
Functions	Copier, Scanner, Printer
Standard Paper Capacity	1200 sheets
Maximum Print Speed	20 ppm (pages per minute)
Print Resolution (B/W Max)	1200 x 1200 dpi
Maximum Colour Printing Resolution	1200 x 1200 dpi
Interfaces	Gigabit LAN, USB, NFC
Special Feature	Auto Duplex
Compatible Devices	Smartphones
First Available	8 May 2023

9. Warranty and Support

Ricoh products are manufactured to high-quality standards and come with a manufacturer's warranty. For specific warranty terms and conditions, please refer to the documentation included with your purchase or visit the official Ricoh website.

For technical support, troubleshooting assistance, or service requests, please contact Ricoh customer support through their official website or the contact information provided in your product documentation. When contacting support, please have your model number (C2000LT) and serial number ready.