

The RICOH **fax4420L**  
**fax4420NF**

HIGH PERFORMANCE WORKGROUP LASER FACSIMILE SERIES

color scan  
to e-mail

VoIP

IP faxing



**RICOH®**

# Shift Office Communications into High Gear...

Seamlessly integrating sophisticated fax performance with workflow efficiency, the RICOH® FAX4420 Series is designed to handle your critical document communication and imaging tasks with ease.

Ricoh has developed two dynamic systems that exceed today's technological requirements for sending hardcopy documents: the Ricoh FAX4420L standalone fax system and the FAX4420NF network fax system. Once documents are scanned, they can be sent to e-mail addresses via the Internet, even in color (Color scan to e-mail). IP Faxing enables documents to be sent to other IP Fax systems at high speeds. VoIP compatibility means that the FAX4420NF can operate over a VoIP phone system. Duplex scanning and printing also help to increase efficiency and reduce cost. Innovative digital technology that streamlines document workflow for dramatic improvements in productivity makes the Ricoh FAX4420 Series the answer for your hard copy document communication needs.



## Connectivity Without Complexity

The Ricoh FAX4420NF harnesses the power of your network and the Internet to perform key document distribution and management tasks:

### Document Communication & Output

- Color and B&W scan to e-mail
- Internet Faxing
- IP Faxing
- VoIP Compatibility
- LAN Faxing
- Convenience Printing

### Document & System Management

- Auto Backup of Received/ Transmitted Documents
- Download of Transaction Journal
- Inbound Fax Routing
- Scan to File/Folder<sup>4</sup>
- (DHCP) Dynamic Host Configuration Protocol
- Remote Programming & Monitoring
- Server Domain Authentication

4 This feature requires ScanRouter Software (Pro or Lite). ScanRouter Lite included.

FEATURE	RICOH FAX4420L Standalone Fax System	RICOH FAX4420NF Network Fax System
Standard Paper Capacity	750 sheets (One 250-sheet tray + one 500-sheet tray)	350 sheets (One 250-sheet tray + one 100-sheet Bypass Tray)
Optional Paper Capacity	600 sheets (One 500-sheet tray + one 100-sheet Bypass Tray)	1,000 sheets (Two 500-sheet trays)
Maximum Paper Capacity	1,350 sheets	1,350 sheets
2nd 33.6 Kbps Modem with JBIG	Optional	Optional
Color scan to e-mail	Optional	Standard
Internet Faxing (T.37)	Optional	Standard
IP Faxing Real-Time (T.38)	Optional	Standard
VoIP Compatibility	Optional	Standard
LAN Faxing	Optional	Standard
PCL 5e/6 600 dpi Printer	Optional	Optional

## color scan to e-mail

### Paperless, Confidential

Color photos, brochures, maps, business charts, floor plans—virtually any paper document—can be scanned into memory (as PDF or JPEG files) and transmitted directly to one or more recipients' e-mail inbox. Scanning in full color (or black & white) has never been easier. What's more, documents transmitted via e-mail do not use the telephone.



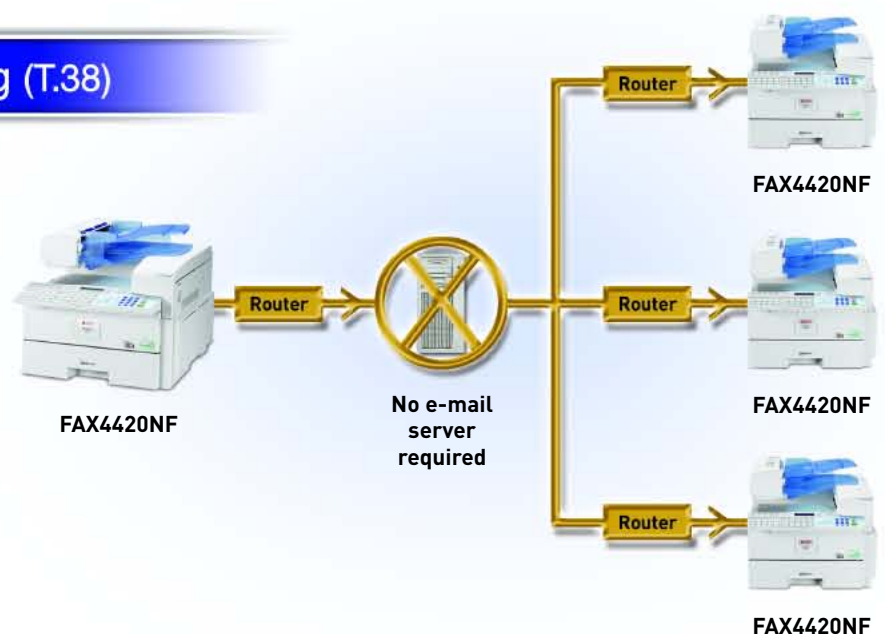
## internet fax to internet fax (T.37)



Another "no-charge" method of fax communication is Internet Fax. Like scan to e-mail, you simply enter the e-mail address(es)... only with Internet Fax, the specified address is another Internet Fax. In this case, the document prints upon reception.

## IP faxing – real time faxing (T.38)

IP Faxing is the communication between a network of Ricoh FAX4420NFs or other IP (T.38)-compatible devices. You simply enter the IP address of the receiving IP Fax system. Similar to a traditional fax communication, the transmission and reception are in real time, with confirmation reports. Unlike a traditional fax, IP Fax is super fast and provides resolutions up to 600 dpi. Also, because communication is over a Local Area Network/Wide Area Network (LAN/WAN), no phone charges are incurred.





## LAN fax – convenient desktop faxing

LAN Faxing allows workgroups to increase productivity by sending documents directly from their desktops to the FAX4420NF, to be faxed to any G3 fax unit. A Transmission Result Report can also be automatically returned back to the sender's PC.

The **LAN Fax Cover Sheet Editor** allows each user to create customized fax cover sheets, using both graphics, such as company logos, and text to meet their specific needs.



**Wilson Widget, Inc.**  
777 Some Street  
Some Where US 12345  
Attn: R. G. Hall

**World's Largest Maker of Widgets**

**Facsimile Cover Sheet:**  
To: Garry Waddell  
Ricoh Corporation  
5 Dedrick Place  
West Caldwell, NJ 07006 Fax No. 973-555-2345

**Total Pages: 5**  
(includes Cover Page)

**From: R. G. Hall**

**Comments:**

Dear Garry,  
Attached you will find the price quote for the modified widgets that we spoke of our phone conversation on 5/17/03. I believe that will meet your requirements, please review and if acceptable sign the last page and fax it back to me. I can deliver your order within 3 weeks of receiving the signed document.

Thanks for your valued business.

R. G. Hall

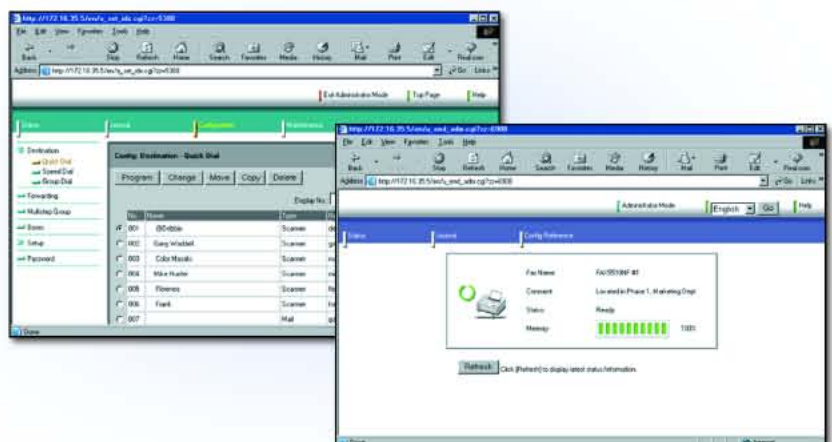
## auto document backup – a smart business decision



Documents received or sent via the FAX4420NF can be captured electronically at an archival location, so if the paper document is lost, there is always a copy of the original.

## Web Status Monitor – remote access saves time

Through a network computer and Web Browser, quickly check system status. Program or change settings, such as Quick and Speed Dials, network settings, review or download a transaction journal, and even check to see if a system is out of toner or paper.



## Easy to Use Operation Panel

### 10 User Function Keys

Dedicated Internet Fax, scan to e-mail and JPEG Keys. All keys are user-programmable.

**User Tools Key** opens function menu for fast selection of program settings.

**22 x 2-Line LCD** with back light for easy viewing of system status and settings.

**Memory Transmission Key** for easy selection of Memory and Immediate Transmission Mode.


**Help Key** outlines procedures for frequently used functions.

**90 Quick Dial Keys** (30 x 3 panels) for one-touch transmitting. In addition, there are 200 speed dial numbers.

**The QWERTY Keypad**, styled after the PC keyboard, allows easy entry of destination names, fax headers, names and e-mail addresses. If preferred, the keyboard can be changed to ABC format.

## Advanced Fax Capabilities of the Ricoh FAX4420L and FAX4420NF

### Two Speeds...Fast and Faster

- **Super G3 33.6 Kbps modem with JBIG**  **compression** ensures a fast transmission speed—up to 30 pages per minute<sup>1</sup>.
- A **Second 33.6-Kbps (G3) Line** option can be added. Each line operates independently, so two lines are always available for transmission and/or reception. For example, **Simultaneous Broadcast**, where both lines transmit one document at the same time, effectively doubles fax throughput capacity. Or dedicate one line to fax receptions and the other to transmissions.
- A robust **15-ppm printer engine** supports fax receptions, copy runs and print jobs. It utilizes precision laser technology for fast, reliable throughput and outstanding image quality at up to 600 x 600 dpi. In addition, all printed documents are automatically collated.

### Server Domain Authentication (FAX4420NF only)

When security and user tracking are an issue for IT Managers, **Server Domain Authentication** is standard on the FAX4420NF<sup>5</sup>.

Authentication limits access to the FAX4420NF, increasing security by monitoring machine usage. Machine access is given only to users with a Windows domain controller account.

Server Authentication will limit access to the FAX4420NF not only for scan to e-mail, but also for standard faxing, IP Faxing, and LAN Faxing.

<sup>1</sup> Approximately 2-seconds per page at 33.6 Kbps with JBIG is dependent upon optimal line quality, and customer performance may vary by location.

<sup>5</sup> Server Domain Authentication must be turned on by your authorized service representative.

### Paper Handling Versatility

- The large capacity **70-sheet Automatic Document Feeder**, and fast **1.3-second per page scan speed** (up to 33 pages per minute) make quick work of storing multi-page documents to memory.
- The generous **standard paper supply** — 750 sheets for the FAX4420L and 350 sheets for the FAX4420NF — is expandable to a total capacity of 1,350 sheets, to meet the needs of high-usage office environments.
- **Compact Design**—The FAX4420 Series footprint is very compact with no trays extending out, maximizing valuable workspace.

### Duplexing Saves Time and Money

- **Duplex Fax Reception**—The FAX4420 Series can print received faxes on both sides of the paper, cutting paper costs and saving the time it takes to replenish paper.
- **Duplex Scan**—Two-sided documents can be scanned, eliminating the need to copy the document onto one-sided sheets first, also saving you time and money (except for color scan to e-mail).

### 15 ppm PCL Printer (Option)

- High quality, PCL5e/6 600 dpi **printing capability** can be added to the FAX4420 Series, allowing duplex printing of documents as well as features such as paper tray selection, slip sheet insertion, and watermark printing. Utilizing the Bypass Tray, specialty papers such as envelopes and labels can be printed.
- A Network Interface Board (NIB) can be added to provide network printing capability. Optional **PostScript Level 2** compatibility is available for Macintosh users.

# RICOH FAX4420L/NF SPECIFICATIONS

<b>Type:</b>	Desktop Facsimile
<b>Recording Method:</b>	Laser
<b>ITU-T Compatibility:</b>	Group 3 (V.34); ECM
<b>Modem Speed:</b>	33.6 Kbps with Auto Fallback
<b>Transmit Speed (Max.):</b>	2 seconds per page <sup>1</sup>
<b>Data Compression:</b>	MH/MR/MMR/JBIG
<b>Scan Speed (Letter, Standard Resolution):</b>	1.3 seconds per page <sup>2</sup> B&W 4 seconds per page Color
<b>Dual Access:</b>	Standard
<b>Document Memory (Standard):</b>	7MB (560 pages <sup>2</sup> )
<b>Document Memory (Optional):</b>	40MB (2,200 pages <sup>2</sup> )
<b>Autodialer:</b>	90 Quick Dials; 200 Speed Dials; 9 Groups
<b>User Function Keys:</b>	10 (dedicated keys)
<b>Document Memory Backup:</b>	12 hours with Standard Memory; infinite with 40MB Memory Card
<b>Automatic Document Feeder Capacity:</b>	70 sheets
<b>Document Width/Scan Width/Length (Max.):</b>	8.6"/8.48"/47.2"
<b>Scan Resolution:</b>	Standard: 200 x 100 dpi Detail: 200 x 200 dpi Super Fine: 400 x 400 dpi Extra Super Fine: 600 x 600 dpi Halftone: 64 levels with ARGONA <sup>3</sup>
<b>Print Speed (Max.):</b>	15 pages per minute
<b>Print Resolution (Max.):</b>	600 dpi (fax and printer)
<b>Resolution Enhancement:</b>	Super Smoothing HQ <sup>TM</sup>
<b>Recording Width/Paper Size (Max.):</b>	8.26"/8.5" x 14"
<b>Paper Capacity (Standard):</b>	
<b>FAX4420L:</b>	250 sheet letter-size cassette + 500 sheet letter-/legal-size cassette (750 sheets)
<b>FAX4420NF:</b>	250 sheet letter-size cassette + 100 sheet Bypass Tray (350 sheets)
<b>Paper Capacity (Optional):</b>	
<b>FAX4420L:</b>	500 sheet letter-/legal-size cassette + 100 sheet Bypass Tray
<b>FAX4420NF:</b>	500 sheet letter-/legal-size cassette x 2
<b>Paper Capacity/Sources (Max.):</b>	1,350 sheets/4
<b>Multi-Copy Capacity:</b>	Up to 99 (with duplexing)
<b>LCD Display Size:</b>	2 lines (22 characters each line)
<b>Power Consumption:</b>	Max: Less than 1000W Min: Less than 2W/6W
<b>Power Requirements:</b>	120V, 60Hz
<b>Environment:</b>	59 to 77° F, 30 to 70% RH
<b>Dimensions (WxDxH):</b>	
<b>FAX4420L:</b>	17.6" x 21.7" x 21.6"
<b>FAX4420NF:</b>	17.6" x 21.7" x 16.2"
<b>Weight:</b>	
<b>FAX4420L:</b>	61.7 lbs.
<b>FAX4420NF:</b>	50.7 lbs.
<b>Consumable Yields:</b>	Toner Cartridge: 5,000 pages <sup>2</sup>
<b>Photoconductor Unit:</b>	45,000 pages
<b>Optional PFU:</b>	17.0" x 16.1" x 5.5" (WxDxH); weight 10.6 lbs.

## INTERNET FAX / IP FAX / VoIP / SCAN TO E-MAIL (NIC FAX UNIT)

<b>Network/Connection:</b>	LAN, 100/10Base-T Ethernet, RJ-45
<b>Transmission Speed:</b>	100/10 Mbps
<b>Document Size:</b>	8.5" x 11", 8.5" x 14"
<b>Compatibility:</b>	Internet Fax: ITU-T Rec. T.37 IP Fax: ITU-T Rec. T.38
<b>Scan Resolution:</b>	
<b>Internet Fax:</b>	Standard: 200 x 100 dpi Detail: 200 x 200 dpi
<b>IP Fax / VoIP</b>	Standard: 200 x 100 dpi Detail: 200 x 200 dpi Super Fine: 400 x 400 dpi Extra Super Fine: 600 x 600 dpi

<b>Scanner:</b>	Std. B&W: 200 x 100 dpi Std. Color: 100 x 100 dpi Detail: 200 x 200 dpi 300 dpi: 300 x 300 dpi Super Fine: 400 x 400 dpi Extra Super Fine: 600 x 600 dpi
<b>Internet Protocols:</b>	E-mail Trans.: SMTP, TCP/IP E-mail Rec.: POP3, SMTP, IMAP4, TCP/IP IP Fax: T.38 Annex B, TCP, UDP/IP Scanner: FTP, TCP/IP
<b>E-mail Format:</b>	Single/Multi-Part, MIME Conversion
<b>Attached File Format:</b>	TIFF-F (MH Compression), DCX, JPEG, PDF
<b>Security:</b>	POP before SMTP, SMTP Authentication, APOP, Server Domain Authentication (Windows 2000, Windows Server 2003, Windows NT4.0)
<b>Dynamic Host Configuration Protocol (DHCP):</b>	Standard
<b>Web Status Monitor:</b>	Standard

## NIC FAX FEATURES

- **Internet Fax & scan to e-mail**  
Backup Transmission/Reception  
Color/B&W Scan Modes  
E-mail Subject/Message/Suffix Templates  
Error Mail Notification  
Journal by e-mail  
Reception Confirmation  
ScanRouter Lite Included
- **IP Fax (Real Time, T.38)**  
Reception Confirmation
- **VoIP Compatibility**
- **LAN Fax** (Software Included)  
Address Book, Broadcast, Convenience Printing

## GENERAL SYSTEM FEATURES

Automatic Collation  
Clock (with Auto Summer Time Adjustment)  
Counters (Tx/Rx/Scn/Prt)  
Dual Access (Multitasking)  
Scan Duplex Documents  
Energy Saver Mode  
Help List  
Keystroke Programs  
Label Registration for Quick/Speed Dials  
Personal Codes  
Photo (Halftone) Mode  
PIN Code Protection  
Power Failure Report  
QWERTY Keypad  
Remaining Memory Indicator  
Restricted Access  
User Function Keys

## FAX COMMUNICATION FEATURES

Chain Dialing  
Communication Failure Report  
Error Report  
Fax Headers (2)  
Journal (Auto/Manual Print)  
Lists (Quick/Speed/Prog./Grp/User Fnct)  
Memory File Transfer  
Monitor Speaker  
No Document, No Dial  
On Hook Dialing  
Polling Trans/Reception  
Quick Dial Label Print  
Redial (Auto/Manual)  
Shortened Protocol  
Telephone Directory

## FAX TRANSMISSION FEATURES

Auto Document  
Auto Page Retransmission  
Auto Reduction (Transmit)

Backup File Transmission  
Batch Transmission  
Blank Document Detection  
Forwarding  
Immediate/Memory Transmission  
ITU-T Sub-Address  
Label Insertion  
Memory Storage Report  
Page Count  
Page Retransmission  
Quick (Parallel) Memory Transmission  
Send Later  
Serial Broadcast (Immediate/Later)  
Simultaneous Broadcast (via Opt. 2nd G3 Modem)  
Transfer Request  
Transfer Transmission  
Transmission Confirmation Report  
Transmission Failure Report  
Transmission Reserve  
Verification Stamp

## FAX RECEPTION FEATURES

Authorized Reception  
Confidential Reception (with/without ID)  
Continuous Polling  
Checkered Mark (Document Separation)  
Duplex Fax Reception  
Memory Lock  
Memory Polling  
Multi-Copy Reception  
Multi-Polling Reception  
Reception Time Print  
Specified Cassette Select (with Optional Paper Cassette)  
Substitute Reception  
Two-in-One Reception

## PRINTER FEATURES

**Print Speed (Letter):** 15-ppm  
**Printer Resolution (Max.):** 600 x 600 dpi  
**Interface:** Ethernet 100-TX/10-T, IEEE1284 Parallel  
**Printer Memory (Std/Max.):** 16MB/144MB  
**Operating System:** Windows 95/98/Me/NT 4.0/2000/XP  
**Printer Control Language:** PCL5e/6; PostScript 2 (Optional)  
**Other Features:** Duplex, Collate, Slip Sheet, Page Protect, Auto Continue, Auto Tray Select, Tray Lock, Font Storage, Watermark, Toner Saver, Edge Smoothing, User Code, Bypass Tray Print

## OPTIONS

100-Sheet Bypass Feeder Type 300  
32/64/128 MB Printer Memory Type B  
40MB Memory Card (Feature Expander) Type 410  
500-Sheet Paper Feed Unit Type PS480  
Cabinet Stand  
G3 Interface Unit (2nd 33.6 Kbps Line) Type 410  
Network Interface Board Type 1018 (see Printer Features)  
NIC Fax Unit Type 410 (FAX4420L only)  
PostScript 2 Interface Unit Type 1018  
Print Controller  
Telephone Handset Type 1018

## SUPPLIES

ADF Maintenance Kit Type 300  
Marker Refill Type 30  
Toner Cartridge Type 1160  
Photoconductor Unit Type 1013

<sup>1</sup> Approximately 2-seconds per page at 33.6 Kbps with JBIG is dependent upon optimal line quality, and customer performance may vary by location.

<sup>2</sup> Based on ITU-T Test Chart #1 in Standard resolution.

<sup>3</sup> ARGONA® Advanced Ricoh's Graphic Operation by New ASIC based on diffusion method.

<sup>4</sup> This feature requires ScanRouter Software (Pro or Lite). ScanRouter Lite included.

Specifications are subject to change without notice. All product names are trademarks of their respective holders.



Ricoh Corporation has determined that this product meets the Energy Star® guidelines for energy efficiency.



Printed in U.S.A. on recycled paper because Ricoh cares.

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**Image Communication**

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