

How to Find the IP Address of Your Ricoh Copier

1. From the Home Screen, choose the "Waffle" icon, then choose "Settings". If your copier does not have a Home screen, choose "User Tools" and skip to step 3 ("System Settings").



- 2. Select "Machine Features" (if displayed), then "System Settings".
- 3. Select "Interface Settings" or "Network/Interface".
- 4. The IP Address is listed under "Machine IPv4 Address" or "IP Address (IPv4).