

Web Browsing the Copier by it's *IP Address*



Address Book Maintenance

Will bring up the "*Web Image Monitor*"



Click on the *Login button*

RICOH



Login User Name :

Login Password :

User Name is: *admin*

[There is no password]

- Click on the *Login Button*

[This guide is taken from a MPC2050 Colour M/c – variations across ranges will occur]

- Home
- Document Server
- Printer: Print Jobs
- Job
- Address Book
- Configuration

Click on "Address Book"

Maintenance

You can back up and restore Address Book information.

Encryption Key :

Backup

Creates a backup file by saving Address Book in the device to PC.

Restore

Restores a backup file.

Click on the "Backup" button

"Save As" option panel will appear, save the "UDF File" in a safe place.

Maintenance

You can back up and restore Address Book information.

Encryption Key

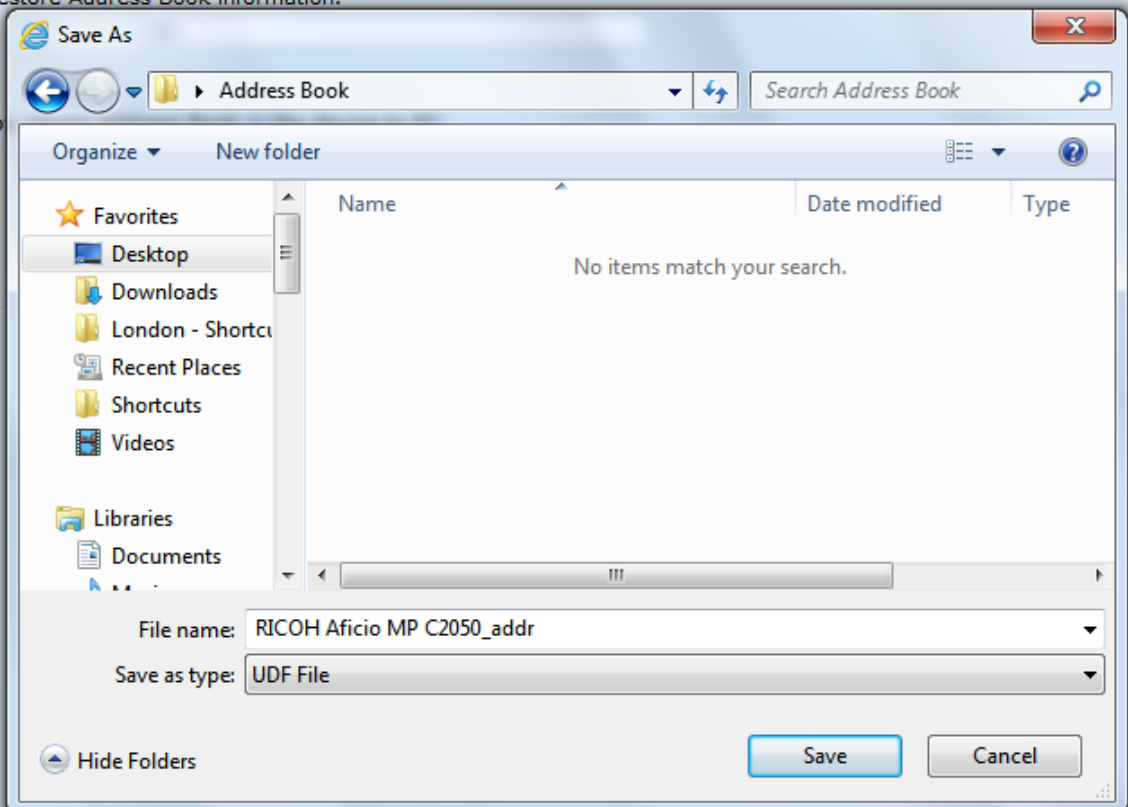
Backup

Creates a backup file b

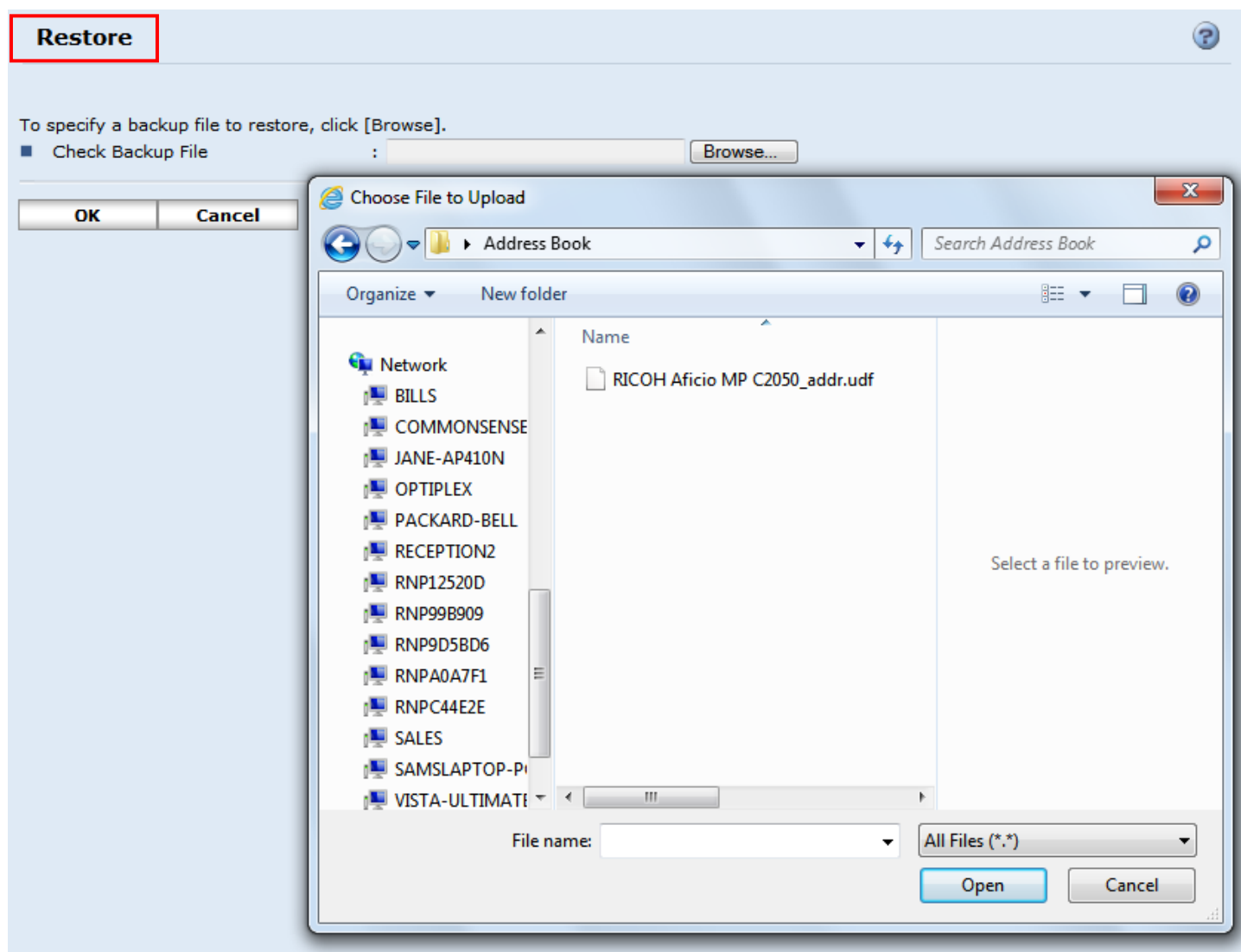
Restore

Restores a backup file.

Back



To “Restore” the Address Book, click the Restore button and Browse to where the “UDF File” was saved Then click “OK”



Warning Note:

This procedure **ONLY** saves the **Address Book data**,

it will not save any data from “Configuration”

ie, Device Settings or Network Settings, and these Settings should be recorded for reference.