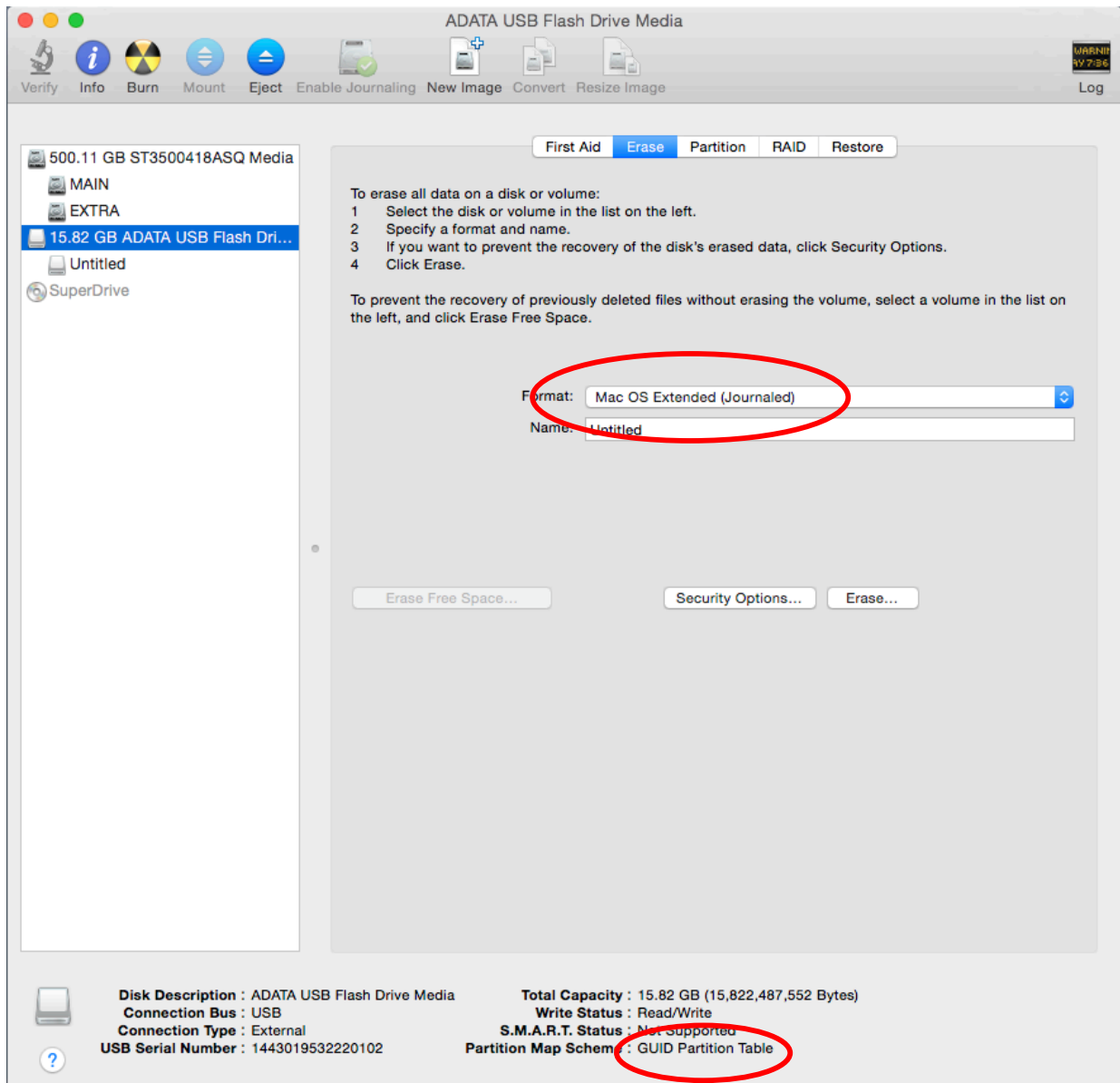


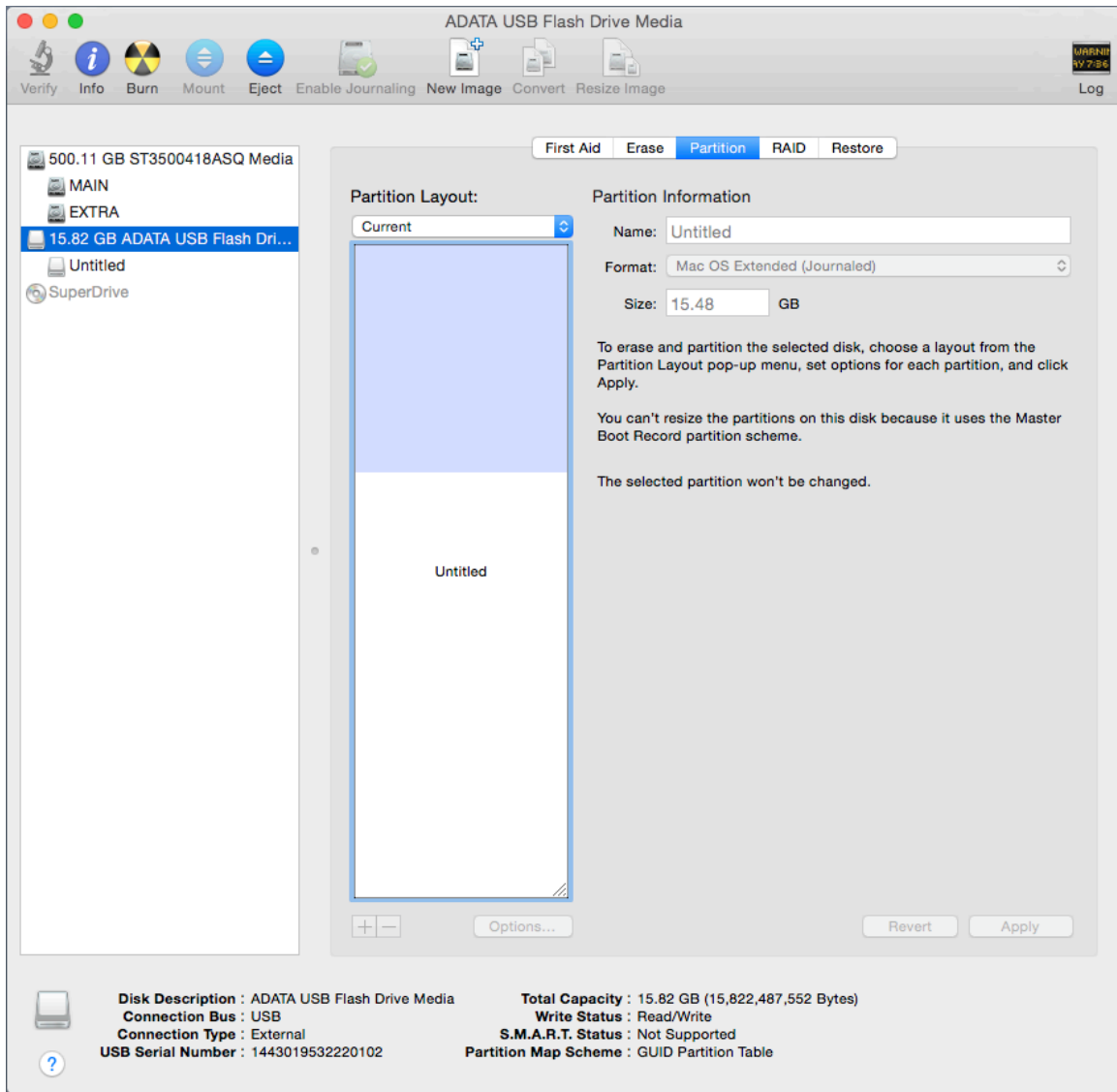
When you format (Erase) a drive in Disk Utility (/Applications/Utilities/Disk Utility) on Mac OS X 10.10 (Yosemite), the default setup is a “Mac OS X Extended” file format on a “GUID Partition”. It looks like this:



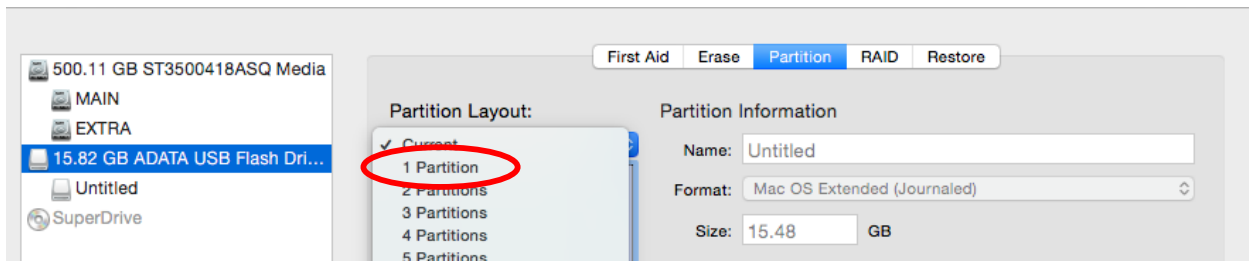
In order to use your USB flash drive on our Ricoh devices for either scanning or printing, you’ll need to make sure the device has the proper formatting. If your drive is already showing up as “MS-DOS (FAT)” Format on an “Master Boot Record” Partition Map Scheme, there is no need to continue; your drive is already compatible with the Ricoh multifunction devices.

WARNING: THIS PROCESS WILL ERASE ALL DATA ON YOUR DRIVE. PLEASE BE SURE YOU HAVE FILES IN ANOTHER LOCATION!

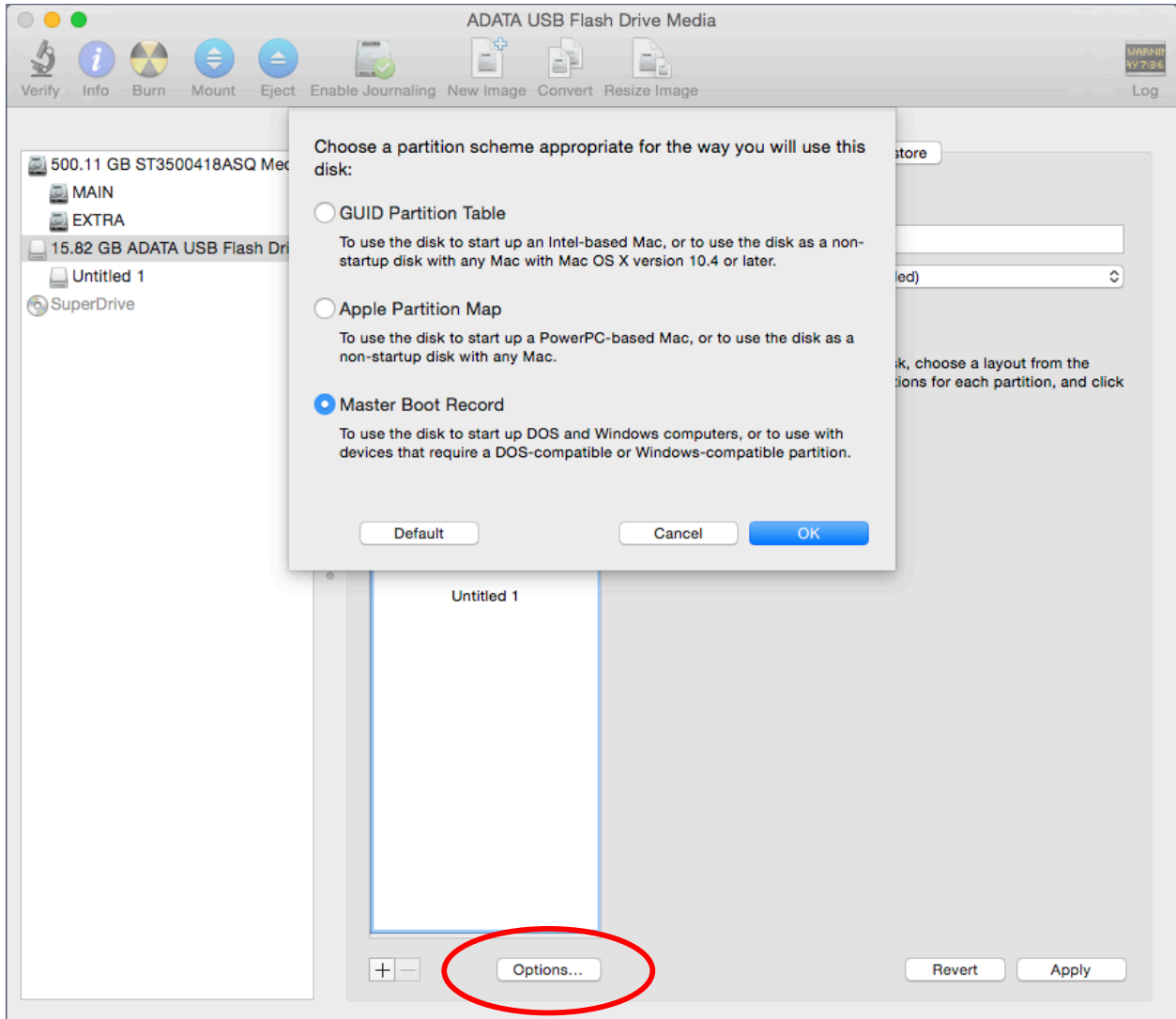
After selecting your USB flash drive in Disk Utility, click on the Partition tab:



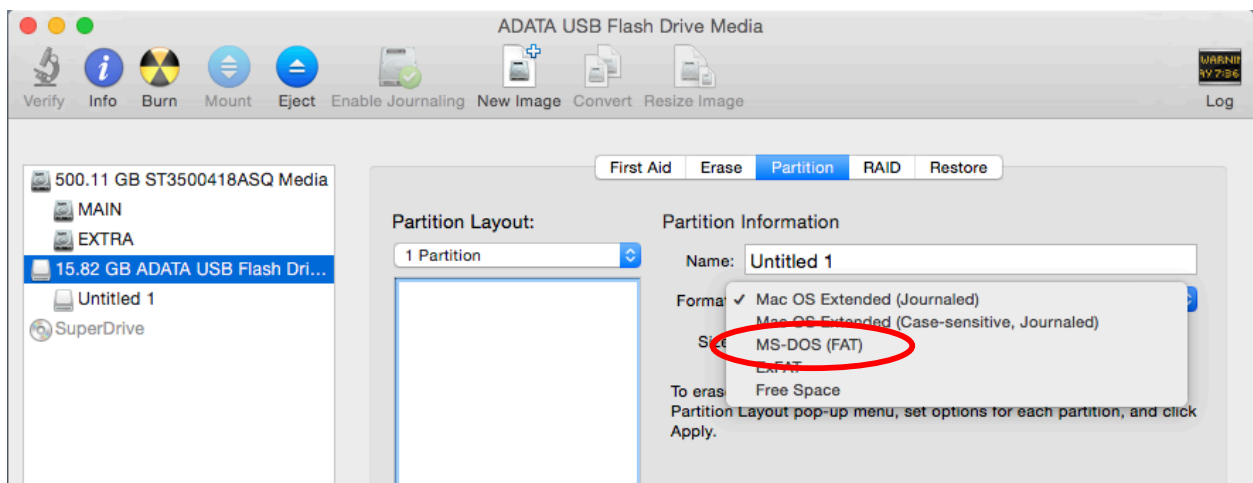
From the "Partition Layout" pulldown menu, choose "1 Partition":



Next, click the “Options...” button and make sure that the partition scheme is set to “Master Boot Record”, then click “OK”:



Next, choose “MS-DOS (FAT)” from the “Format” pulldown menu:



With those options set, you can click on “Apply”, then “Partition” from the popup window, and your drive will become compatible for use on our Ricoh devices for saving scans or printing files from (see other FAQs for help on individual processes):

