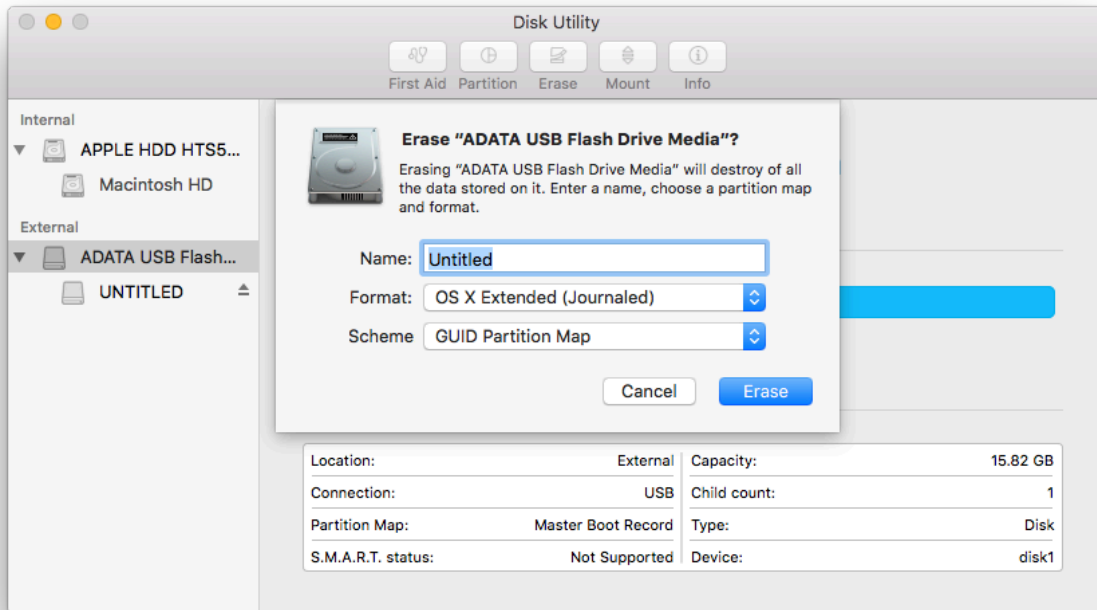
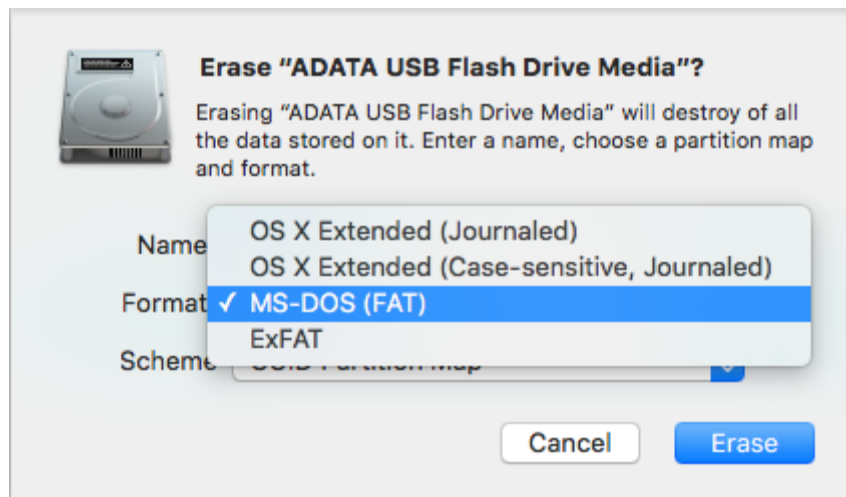


When you format (Erase) a drive in Disk Utility (/Applications/Utilities/Disk Utility) on Mac OS X 10.11 (El Capitan), the default setup is a “Mac OS X Extended” file format on a “GUID Partition”. It looks like this:

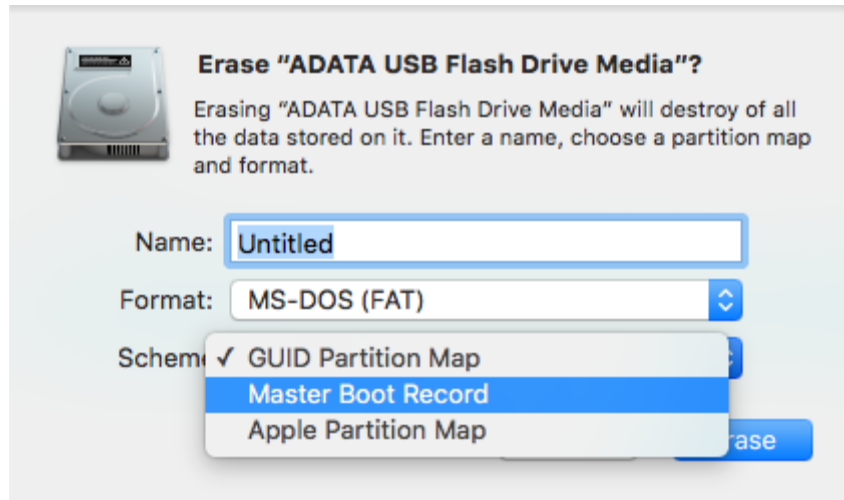


In order to use your USB flash drive on our Ricoh devices for either scanning or printing, you’ll need to make sure the device has the proper formatting. **WARNING: THIS PROCESS WILL ERASE ALL DATA ON YOUR DRIVE. PLEASE BE SURE YOU HAVE FILES IN ANOTHER LOCATION!**

After selecting USB flash drive in Disk Utility and clicking on Erase, make sure that the Format option is set to “MS-DOS (FAT)” in the pulldown option menu:



Next, make sure that the Scheme option is set to "Master Boot Record":



With those options set, you can click on Erase 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):

