KONICA MINOLTA

bizhub
350

" I'm at the Hub."

All-in-one MFP to drive your office at
35 ppm and empower information sharing

The essentials of imaging

"When I am left waiting for information, it puts the whole office on hold. With the bizhub 350, everyone is up to speed, inspired by an environment where knowledge sharing and ideas move faster and smarter over a secure network. Even out of the office, we have access to the tools we need to take care of business."

**Business is better at the hub.
What does it take to get there?**

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The answer is bizhub.

Put yourself at the hub of business

The bizhub concept

empowerment

Maximize the effectiveness of your information management by enabling dynamic information sharing between everyone in your office.

synergy

ubiquitous

Fuel the creation of new ideas by giving employees the means to communicate quickly and effectively.

Provide a secure network environment with seamless functionality for users while keeping data safe from unauthorized access.

1 Your offices are spread over a large area but you need your people to work together as a team.

ubiquitous

Energize your entire network, offering the bizhub 350's input and output capabilities to every connected PC regardless of location. Transmit information to all bizhub machines over your intranet while security features protect sensitive resources.

2 You need data to flow freely across your network, but not at the risk of losing control.

empowerment

Scan hardcopy into the bizhub 350 to send to multiple destinations and use throughout your company. Software-based data and network solutions for users and administrators create an environment that's highly manageable.

3 You have great ideas but you need to centralize them so your people have total access.

synergy

The bizhub 350's HDD functions as a file server, pooling resources to stimulate idea sharing. Beyond advanced multi-tasking and communication functions that make the most of your archived resources, access to vital information is streamlined.

bizhub 350 features

- *35 ppm Network Printing*
- *35 cpm Digital Output*
- *41 & 70 opm Scanning at 600 & 200 dpi*
- *Scan and Send Functions*
- *Optional Faxing Functions*
- *Internet Fax (std.) & IP Fax (opt.)*
- *Automated Finishing Functions*
- *Security Functions*
- *Simitri Toner*
- *Universal Design*
- *3,650-sheet Paper Capacity (max.)*
- *Network Management Solutions*
- *Document & File Sharing*
- *HDD Data Archiving*

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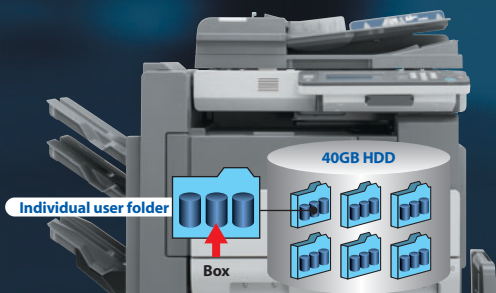# 350

Scanning

High-speed Scanning

Scanning at 41 opm (600 dpi) and 70 opm (200 dpi), the bizhub 350 digitizes even large documents quickly and provides numerous options to save or deliver data to destinations across your network.
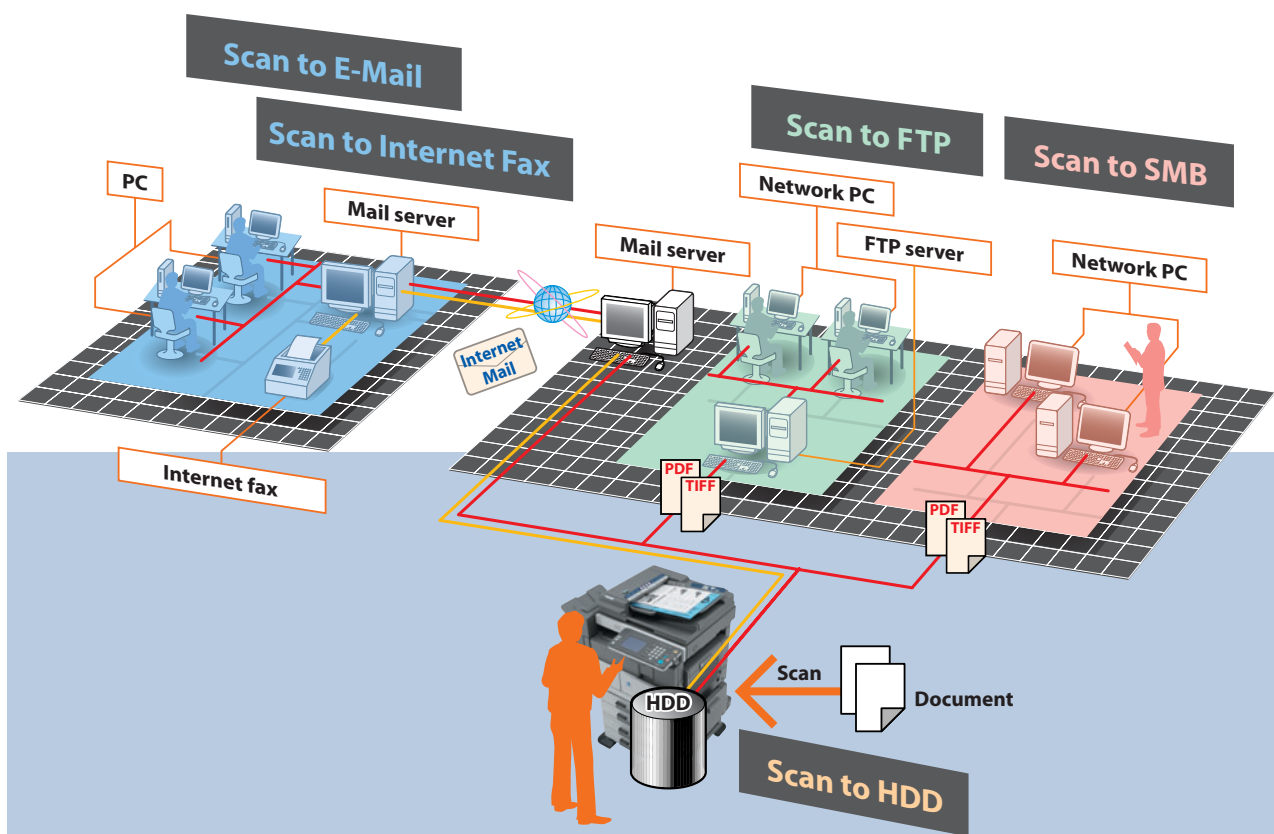
IP Scanner Function

Create a button with customized scan settings on your PC to display on the control panel. One touch of the button automatically scans and sends data to a pre-designated folder on a registered PC. Buttons can be set to delete after each use or remain on the control panel for future use.

Box Function

Take advantage of the optional 40GB Hard Disk HD-504 as a file server to provide everyone in your office with access to data stored in folders organized by project, department or user. Frequently used forms, as well as print and scan data, are easily shared or sent as e-mail attachments or faxes.

Individual user folder

40GB HDD

Box

Scan to E-Mail

Scan to Internet Fax

Scan to FTP

Scan to SMB

PC

Mail server

Network PC

Mail server

FTP server

Network PC

Internet fax

Internet Mail

PDF TIFF

PDF TIFF

Scan

Document

HDD

Scan to HDD

Scan and Send Functions

High-speed document digitilization is complemented by the ability to share softcopy and send it to a variety of destinations. Information flows more freely and is easier to archive.

Scan to HDD

With the optional HDD, archiving scan data on the bizhub 350 creates a valuable cache of centralized information that is easy to access and share.

Scan to E-mail

From the control panel, easily send scanned data as an e-mail attachment in PDF or TIFF format. Convenient one-touch buttons eliminate manual input to make scanning from the main unit even faster.

Scan to FTP

Upload your scanned data to an FTP server and designate the directory where you want it saved. Scan to FTP is ideal for sharing large files that would be difficult to send by other means.

Scan to SMB

Forwarding scanned data directly to the sharing folder of a client PC, document archiving and reuse is possible in a server-less environment.

Scan to Internet Fax

Scan your documents and send the data via TCP/IP to any Internet fax in the world. Besides saving on long distance and overseas transmission charges, with a full-time connection, you even eliminate local phone charges – ideal for companies with many regional offices.
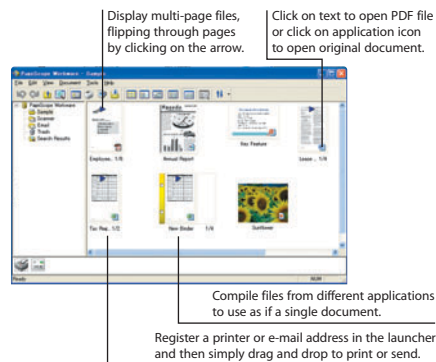
Management

Document Management

PageScope Workware* (option)

Combining scan data and application data into an integrated PDF file is easy with PageScope Workware. Merge and divide documents or rearrange page order with a simple drag and drop. Individual pages can be selected and moved from one document to another, while a thumbnail mode lets you keep track of all edits at a glance. Image correction features include re-orientation of scanned data, removal of text traces from the opposite side of the original and image enhancement functions. *not available in some areas.

Display multi-page files, flipping through pages by clicking on the arrow.

Click on text to open PDF file or click on application icon to open original document.

Compile files from different applications to use as if a single document.

Register a printer or e-mail address in the launcher and then simply drag and drop to print or send.

Cost Management

Account Track

Intelligent regulation of office resources is the basis of effective cost management. The bizhub 350's Account Track function curtails unnecessary output by letting administrators set copy, print, fax and scan limits for up to 1,000 departments or workgroups.

Example settings

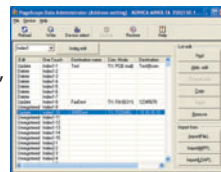Design Dept.

10,000 max.

Sales Dept.

5,000 max.

Device Management

PageScope Web Connection

Whether at your desk or over the Internet, browser-based PageScope Web Connection keeps you updated and in control of all Konica Minolta devices on your network without the need for additional software. This network utility gives your administrator real-time information on machine status and output volume, as well as letting users update print settings, input forwarding destinations for scan data and change one-touch fax dialing settings remotely.
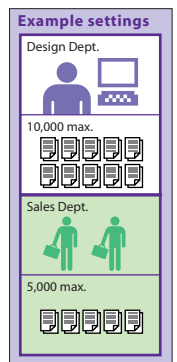
PageScope Data Administrator

Easily upload e-mail addresses and fax numbers from networked PCs all at once. Uploading to multiple machines or updating information after reorganization is also automated. All contact information can then be backed up on a client PC. Box function, user and Account Track settings can also be entered.

Resource Management

LDAP Compatibility

LDAP (Lightweight Directory Access Protocol) searches and displays user names, telephone & fax numbers and e-mail addresses from a database, which you can then group into lists. LDAP makes inputting recipient information for faxes as well as address settings for Scan to E-mail easy.
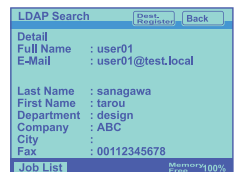
Security

User Authentication

A built-in user registration and authentication function allows administrator-level management of user privileges, even without a dedicated server. Settings let you restrict or allow use of copy, print, scan, Box and fax functions to users. Compatibility with an external authentication server further enables access management.

SSL

Unprotected, your data is prone to falling into the wrong hands. The bizhub 350 uses SSL encryption to ensure the confidentiality of your sensitive information as it is transferred over your network.

Data Erase

After data is scanned and printed out or faxed, it is deleted from the Box where it was stored, while the remaining image data is overwritten to prevent sensitive information from being accessed. In addition, the entire HDD can be overwritten before discarding or moving.

Secure Print

With Secure Print users can add a password to print data they forward to the bizhub 350. Data is temporarily stored in the Document Box and printing only begins after the user inputs the password at the control panel, ensuring that sensitive documents are not seen by others.

IP Filtering

Output permission or restriction can be assigned to individual IP addresses or a range of IP addressees, ensuring only authorized users have access to output functions.

Scan to E-Mail SMTP Authorization

This feature enables Scan to E-mail to be used in mail server environments that employ SMTP authentication to block viruses and unsolicited messages.

HDD Password Lock

The HDD can be assigned a password, preventing unauthorized users from accessing HDD data, even if the HDD is removed from the main unit.

Printing

High-speed Network Printer

The standard print controller features a quick-thinking processor and 192MB of RAM, so documents are printed at a speedy 35 ppm (A4). Compatibility with PCL 6 and PostScript® 3 emulation, two globally recongnized page description languages, ensures that the bizhub 350 prints everything from the simplest text to the most complex graphics.

PostScript driver interface

PCL driver interface
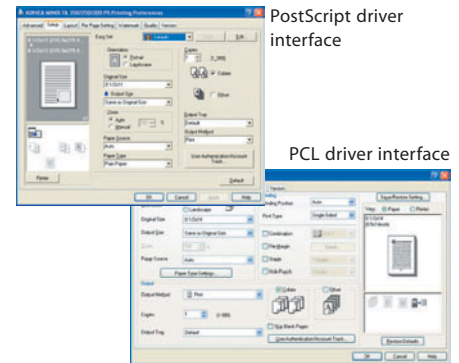
Compatibility with Multiple Protocols

Ready to go to work in your network environment, the bizhub 350 is compatible with 10BASE-T/100-BASE-TX Ethernet standards and most leading client-server protocols including TCP/IP, IPX/SPX, SMB, LPD, IPP and AppleTalk (PAP).

Compatibility with Multiple OS

Compatible with the most common office operating systems including Windows XP and Mac OS X.

Internet Printing

Authorized users have full access to the bizhub 350's printing and finishing capabilities from any internet-ready computer thanks to compatibility with the Internet Printing Protocol (IPP).

A Wide Range of Print Functions

■ **Proof & Print**
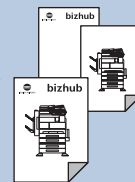Lets you input settings and output a single document for checking before beginning your entire run

■ **Overlay***
Combines data saved in the HDD, such as company letterhead, with scanned data to produce new documents

*requires optional HD-504. Only with PCL 6 driver.

■ **File Margin**
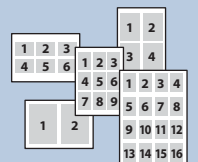Shifts contents to prevent stapling and hole punching through text and images

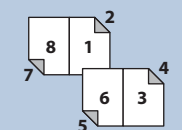■ **Watermark**
Adds text to help manage documents

■ **N-in-1**
Combines 2, 4, 6, 9 or 16 pages on a single sheet

■ **Booklet Mode***
Automatically paginates documents for binding or folding

*requires optional FS-508 & SD-502.

■ **Cover Sheet Insertion**
Lets you add pre-printed, colored or thick paper covers
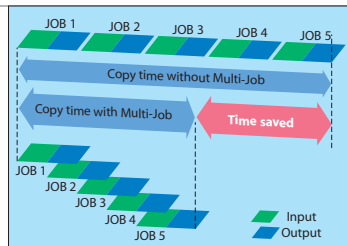
Copying

Quick Copying

In business, time is a precious commodity. That's why the bizhub 350 places priority on speed. With a warm-up time of just 14 seconds after turning on auxiliary power, a first copy output time of 4.8 seconds and copying at a brisk 35 cpm, you'll have more time to prepare and deliver your presentation.

Multi-Job Function

Reducing wait time to increase office efficiency, the Multi-Job Function* allows you to scan a document while the bizhub 350 is printing, or queue up to 5 spooled jobs from client PCs while scanning.

*Requires the optional Hard Disk HD-504.

JOB 1 JOB 2 JOB 3 JOB 4 JOB 5
Copy time without Multi-Job
Copy time with Multi-Job   Time saved
JOB 1
JOB 2
JOB 3
JOB 4
JOB 5
Input
Output

Sorting without a Finisher

Even without an optional finisher, the Electronic Sort Function automatically sorts A4 and B5 size documents to eliminate manual labor. Paper trays must be set with both horizontal and vertical A4 or B5 sheets. This function cannot be used while the Finisher FS-508 is attached.
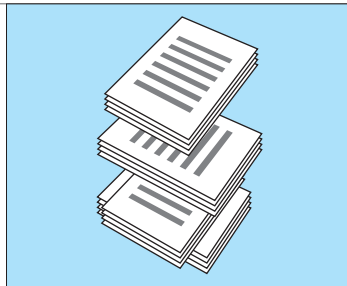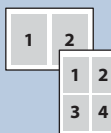
Digital Editing Functions

■ B/W Reverse
Prints negatives of scanned originals

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■ N-in-1
Scans and outputs multi-page documents as 2-per-page or 4-per-page documents

1 2
1 2
3 4

■ Image Repeat
Reproduces small scanned documents on the same sheet as many times as possible

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bizhub bizhub
bizhub bizhub

■ Stamp
Adds embedded labels such as "Confidential" or "Top secret" to copies

Confidential

■ Set Numbering
Helps keep track of multiple sets of sensitive documents with a sequential distribution number

001

Simitri

Simitri Toner

Konica Minolta's Simitri Toner is polymerized, making each particle smaller and more uniform in size. These finer particles are the secret to consistently printing documents with noticeably sharper text and detailed gradations. Simitri toner minimizes environmental impact during the manufacturing process and uses less electricity thanks to low-temperature fixing.
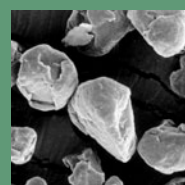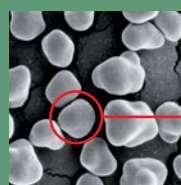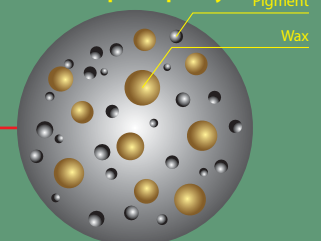
Pulverized toner   Simitri Toner

Dots

Lines

image,   image,   Text

Pulverized toner   Simitri Toner

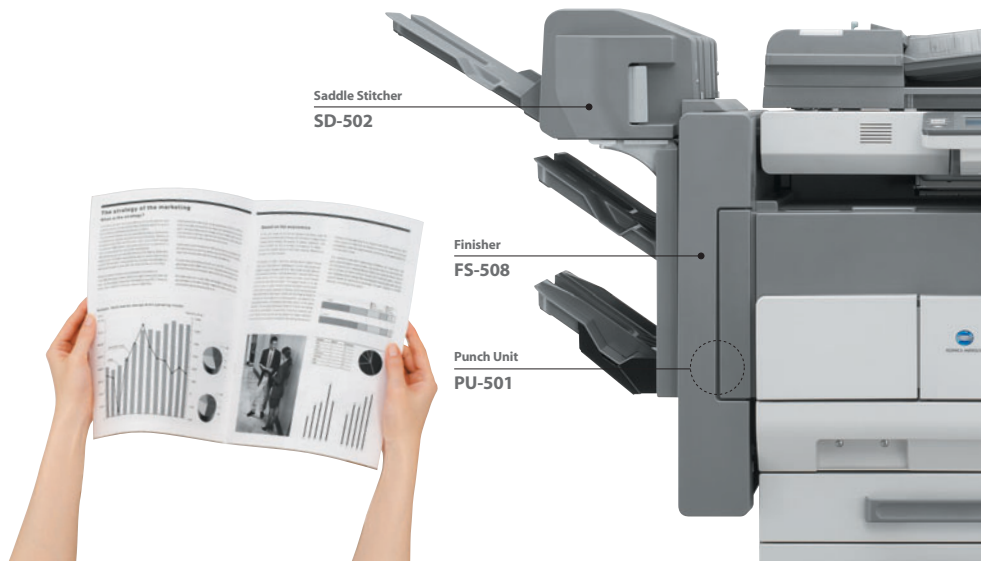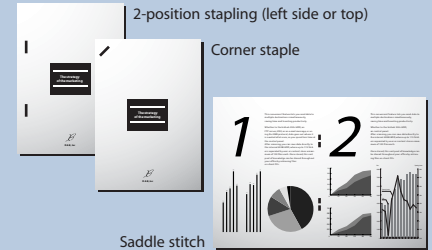**Smaller uniform particles for better print quality**

Pigment
Wax

▣ Finishing & Paper Handling
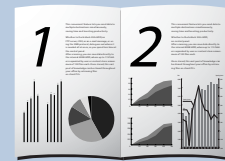
Finishing Functions

With a wide range of finishing options, you have total control over document creation, easily producing a professional look that's sure to leave a powerful impression. Automated corner staple, center double staple, top and left hole punching ensure your documents are ready to be distributed or filed immediately after output. Saddle stitching and folding options give you the ability to create bound booklets of up to 60 pages (15 sheets) for use as sales tools or in presentations. When documents are finished printing, offset shifts output into highly managable stacks.
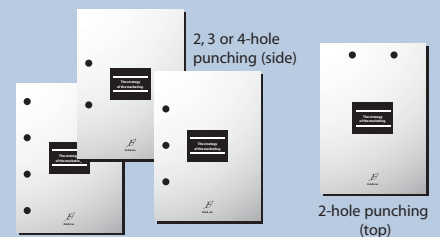
Saddle Stitcher
SD-502

Finisher
FS-508

Punch Unit
PU-501

■ **Stapling Functions**

2-position stapling (left side or top)

Corner staple

Saddle stitch

■ **Folding**

■ **Hole-punching**

2, 3 or 4-hole punching (side)

2-hole punching (top)

Paper Handling

The 150-sheet multiple bypass tray can handle diverse paper sizes and media including thick paper, transparencies, labels and envelopes. Your choice of 3 optional paper feed cabinets, handling up to 2,500 sheets of A4 paper, satisfy a variety of output and print volume needs. Even if paper from one tray runs out during printing, automatic tray switching locates the same paper size from another tray to continue printing without interruption.

Paper Feed Cabinet
PC-102

Total: 500 sheets (A5 – A3)

Paper Feed Cabinet
PC-402

Total: 2,500 sheets (A4)

Paper Feed Cabinet
PC-202

Total: 500 x 2 sheets (A5 – A3)

Faxing

Remote PC

Internet

Client office

G3 Fax — Company A
Internet fax — Company B
Overseas — Internet fax
Company C — G3 Fax

Telephone line
Internet
Local line

Your office

Fax Forwarding — Internet Fax
Fax Forwarding — IP Relay Fax — IP Fax — **Branch office**

FTP — SMB
PC Fax

Inter-office LAN
IP Fax

Super G3 Fax (option)

Equipped with Super G3, the international standard for high-speed fax communication, the bizhub 350 can transmit a fax image of an A4 page in under 3 seconds* (700 characters, standard quality) over an ordinary phone line. By improving transmission speed, you can greatly reduce costly phone charges.

*Data transmission time only. Does not include paper feed and output times.

Internet Fax (standard)

Instead of requiring a dedicated phone line, Internet Fax transmits data over the Internet, similar to e-mail. This is ideal for offices that often send long faxes overseas and want to reduce costs.

IP Fax & IP Address Relay (option)

Send faxes directly to any other compatible bizhub device on your intranet simply by selecting the IP address. IP Address Relay lets you forward to a bizhub device for relaying to a local G3 fax machine. Since IP Fax utilizes your pre-existing network infrastructure, there are no additional fees.

IP Fax to G3 Fax (option)

The bizhub 350's new automatic redirection feature reroutes IP Fax messages to a registered fax machine when the recipient's server is down. Since you are sending the fax via your intranet, you only incur a local phone charge and are assured that your message will arrive.

PC Fax (option)

Send data to a fax machine right from your PC using the bizhub 350. Since the soft copy remains on your PC, it's readily available for retransmission, reference or reuse. And because documents don't need to be printed, you can reduce paper waste throughout your office.

Dual Fax Ports (option)

For offices dependent on the flow of fax information, dedicated lines for incoming and outgoing faxes are a must. Dual fax ports* enable you to receive while transmitting or simultaneously send faxes to 2 separate machines. With an optional output tray, you can even sort incoming messages by phone line.

*Requires optional Fax Multi Line ML-502.

Job Separator

The optional Job Separator JS-502 slides into the main body to separate output by source. Copy and print documents come out on the top tray and faxes on the bottom.
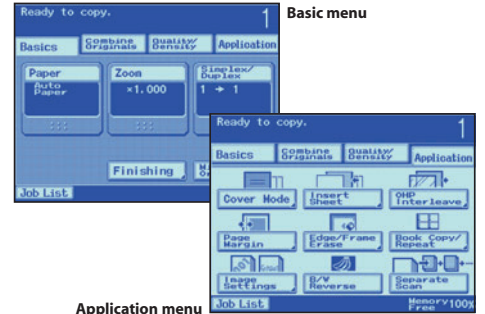
Job Separator JS-502

Copies and prints
Faxes

👆 Universal Design

Basic menu

Application menu

User-friendly Control Panel

The adjustable control panel can be set at 3 angles – 7°, 26° and 43° – to accommodate every user in your office. Beyond ergonomics, an intuitive layout complements the LCD's straightforward GUI.

Universal Access RADF

A translucent paper guide and angled ruler facilitate viewing from low angles. The upper tray is equipped with grips that make it easy to lift with either hand. The input and output trays feature rails to improve access.

Effortless Toner Replacement

With frontal access to the toner bottle, making replacements is a simple task. Simply open the cover and insert a new bottle into the toner hopper – even while copying.

High Contrast Design

The RADF and output trays employ dark colors that contrast sharply with paper to improve visibility and ensure that important documents don't get left behind.

710 mm

677 mm

Tray Access

All paper trays feature a smart design with grips that can be accessed from either the top or bottom. Replenishing paper has never been more convenient.

Compact Design

Empower your office without overwhelming it. A compact footprint of only 677 x 710mm (987mm with multiple bypass tray open) fits comfortably into any space, delivering the advantages of a larger MFP at a more manageable size.

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Specifications

Model name	bizhub 350
Type	Digital Copier / Printer / Scanner
Resolution	600 dpi x 600 dpi
Gradation	256 levels
Memory	192MB standard (32MB used for file memory)
Type of originals	Sheets, books, 3D objects
Maximum document size	A3 (297 x 420mm)
Copy size	Paper size	A5 to A3, B6 lengthwise
	Non-effective image area	Top & bottom edges: 4mm
		Right & left edges: 4mm
Warm-up time	14 sec. or less (aux. power); 24 sec. or less (main power) with std. config.
First copy time	4.8 sec.
Copy speed	35 pages/min. (A4)
Magnification	Fixed ratio	Enlargement	x 1.154, x 1.414, x 2.000
		Reduction	x 0.930, x 0.816, x 0.707, x 0.500
	Zoom		x 0.250 to x 4.000 (in 0.001 increments)
Paper capacity	1,150 sheets
Paper weights	56g/m² – 90g/m²; 91g/m² – 210g/m² thick paper and OHP sheets from multiple bypass tray
Multiple copy	Up to 999, Countdown, Interrupting capability
Double-sided copying	Stackless ADU (standard)
Power requirement	220-240V, 6.3A + up to 10% (50/60Hz)
Power consumption	1,300 – 1,470W + up to 10%
Dimensions (W x D x H)	677 x 710 x 718mm
Weight	74kg

Optional Fax Functions (Fax Kit FK-503)

Scan density	16 dots/mm x 15.4 lines/mm, 8 dots/mm x 15.4 lines/mm, 8 dots/mm x 7.7 lines/mm, 8 dots/mm x 3.851 lines/mm
Modem speed	33,600 / 31,200 / 28,800 / 26,400 / 24,000 / 21,600 / 19,200 / 16,800 / 14,400 / 12,000 / 9,600 / 7,200 / 4,800 / 2,400bps
Data compression method	JBIG, MMR, MR, MH
Compatibility	Super G3, IP Fax, PC Fax
Recording size	A3, B4, A4 (portrait, landscape) B5 (landscape), A5 (landscape)
Transmission speed	Less than 3 seconds
Memory	Shared with main unit
Speed dial	540 numbers
One-touch dial	540 numbers (included in speed dial total)
Program dial	30 (included in speed dial total)
Consecutive transmissions	300 locations

Standard Functions

Printing Function

Type	Embedded
CPU	RM5231 (300MHz)
Memory	192MB RAM standard
Hard disk	40GB (optional)
Print size	Max. A3
Speed	35 ppm (A4)
Resolution	600 x 600 dpi
Printer languages	PCL 6, PostScript® 3 emulation
Network protocol	TCP/IP, IPX/SPX, SMB, LPD, IPP 1.1, SNMP, SMTP/POP3, HTTP, FTP and others
Operating system	Windows 98SE/ME, Windows NT 4.0/2000/XP, Mac OS 9.2, OS X (10.2, 10.3)
Fonts	80 PCL fonts, 136 PostScript® fonts
Interface	Ethernet (100Base-TX / 10Base-T), USB 1.1 / 2.0 (full speed), Parallel Interface (option)

Scanning Function

Size of originals	Max. A3
Scan resolution	200 x 100 dpi / 200 x 200 dpi / 400 x 400 dpi / 600 x 600 dpi
Speed	41 opm (600 x 600 dpi), 70 opm (200 x 200 dpi) with RADF
Interface	Ethernet (100Base-TX / 10Base-T)
Scanning	Scan to HDD, Scan to E-mail, Scan to FTP, Scan to SMB, Scan to Internet Fax
Data format	TIFF, PDF

Internet Fax Function

Internet protocol	TCP/IP, SMTP, POP3
Transmission mode	T.37 Full Mode standard
Data format	TIFF-F
Data compression mode	MH, MR, MMR
Document size	A4, B4, A3
Scan resolution	200 x 100 dpi / 200 x 200 dpi / 400 x 400 dpi / 600 x 600 dpi

System Options

- **Hard Disk HD-504**
  40GB storage capacity
- **Expanded Memory Units**
  EM-303 (32MB)
  EM-304 (64MB)
  EM-305 (128MB)

- **Fax Kit FK-503**
  Enables faxing capabilities
- **Fax Multi Line ML-502**
- **Scanner Unit SU-501**

- **Reverse Automatic Document Feeder DF-605**
  Accepts up to 80 sheets and enables two-sided copying

- **Original Cover OC-502**

- **Paper Feed Cabinet PC-102**
  Holds up to 500 sheets of A5 – A3 paper.

- **Mailbin Kit MT-501***
  Attaches to the FS-508 for feeding output into specified bins.

- **Job Separator JS-502**
  Enables separation and location designation for copy and print output.
  *The Finisher FS-508 and Job Separator JS-502 cannot be attached simultaneously.

- **Paper Feed Cabinet PC-202**
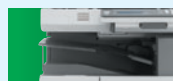 Holds up to 1,000 (500 x 2) sheets of A5 – A3 paper.

- **Saddle Stitcher SD-502***
  Attaches to the FS-508 for center stapling and folding.
- **Staples MS-2C**
- **Staples MS-5D**
- **Punch Unit PU-501**
  Attaches to the FS-508 for hole-punching.

  *The Mailbin Kit MT-501 and Saddle Stitcher SD-502 cannot be attached simultaneously.

- **Finisher FS-508**
  Staples up to 50 pages per set.
- **Staples MS-5D**
- **Output Tray OT-601**
  Attaches to the FS-508 for increased sorting options.

- **Paper Feed Cabinet PC-402**
  Holds up to 2,500 sheets of A4 paper.
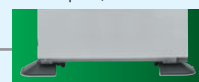
- **Desk DK-501**

Product appearance, configuration and / or specifications are subject to change without notice.

- bizhub and PageScope are registered trademarks of KONICA MINOLTA BUSINESS TECHNOLOGIES, INC.
- Windows is a registered trademark of Microsoft Corporation.
- Adobe and PostScript are registered trademarks of Adobe Systems, Inc.
- All other brand and product names are registered trademarks or trademarks of their respective companies.
- As an ENERGY STAR Partner, KONICA MINOLTA BUSINESS TECHNOLOGIES, INC. has determined that this product meets the ENERGY STAR guidelines for energy efficiency.
- ENERGY STAR is a registered trademark in the U.S.

KONICA MINOLTA copiers and multi-functional products are designed with the environment in mind.

- Meet ENERGY STAR Guidelines
- Use Recycled Materials
- Toner Recycle Mechanism
- Production at ISO-Certified Factories

⚠ **Requirements for safe use.**

- Please read and follow the instruction manual to ensure safe operation.
- Only operate using appropriate power supply and voltage.
- Connecting the earth wire to an inappropriate place may cause explosion or electric shock. Please connect accordingly (Taiwan and the Philippines only).

9251-3143-11 Printed in Japan