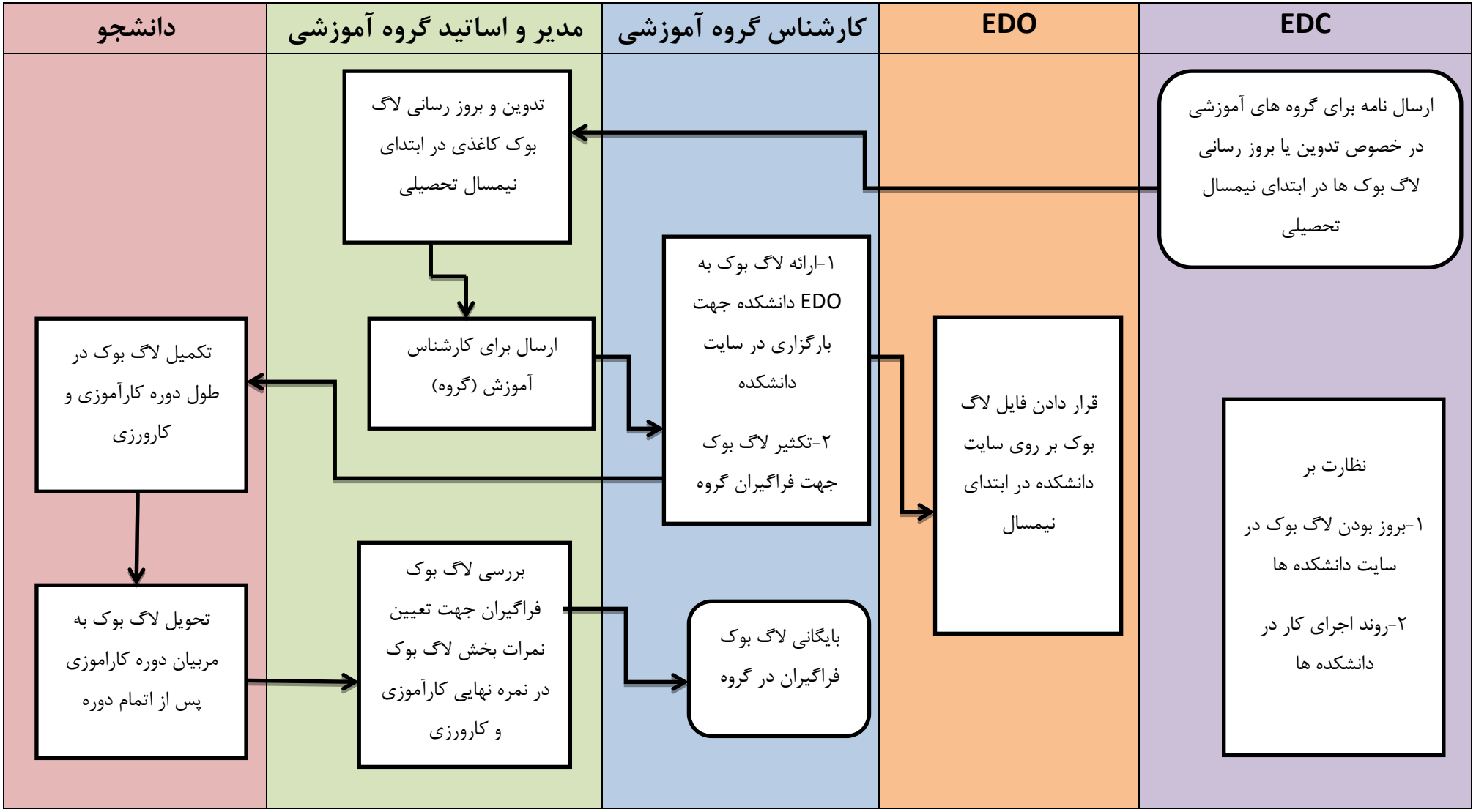فرآیند لاگ بوک کاغذی