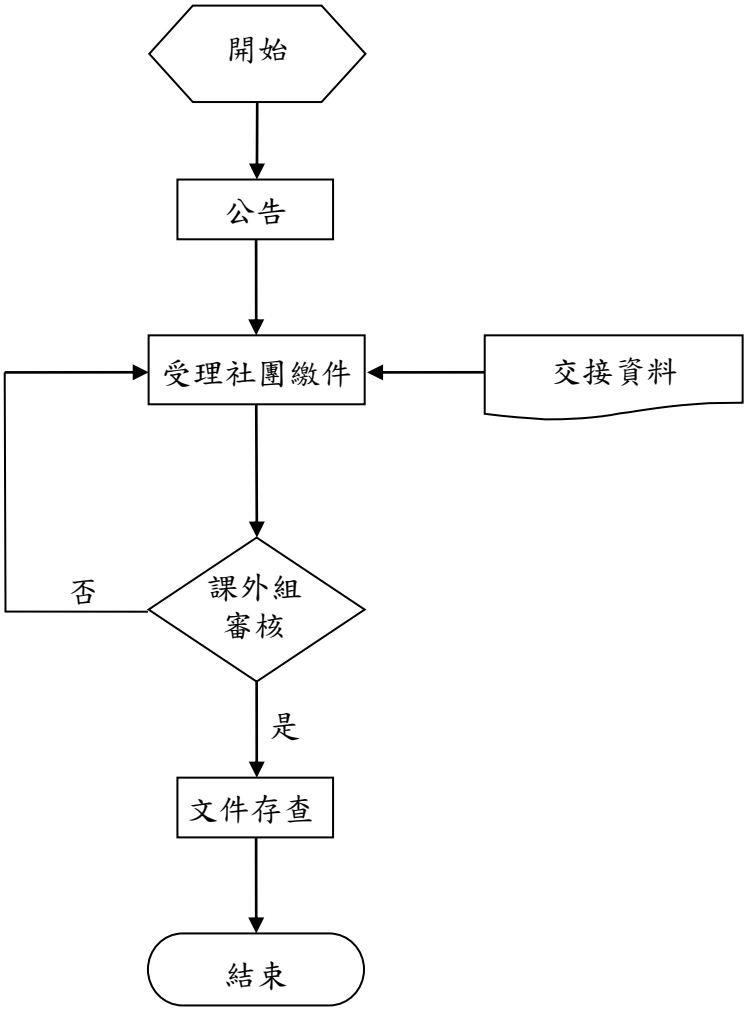作業流程圖