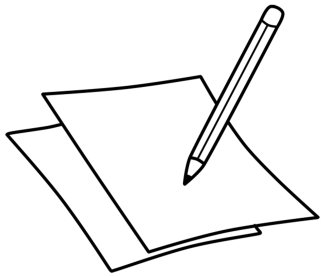
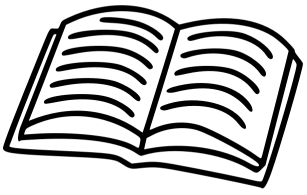
1.Pre-Writing	
2.Drafting	
3.Revising	
4.Sharing	

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