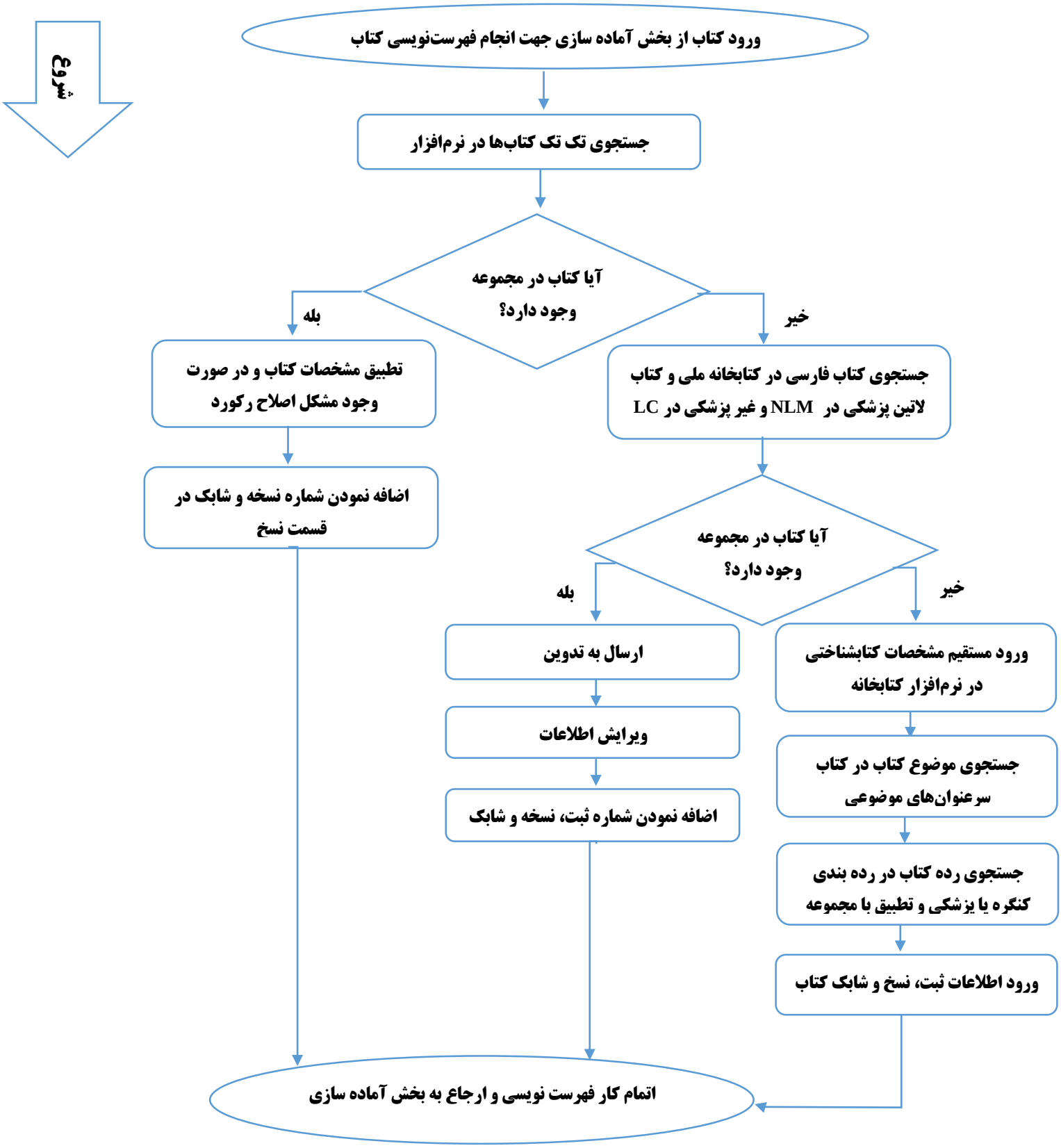فرایند فهرست‌نویسی کتاب