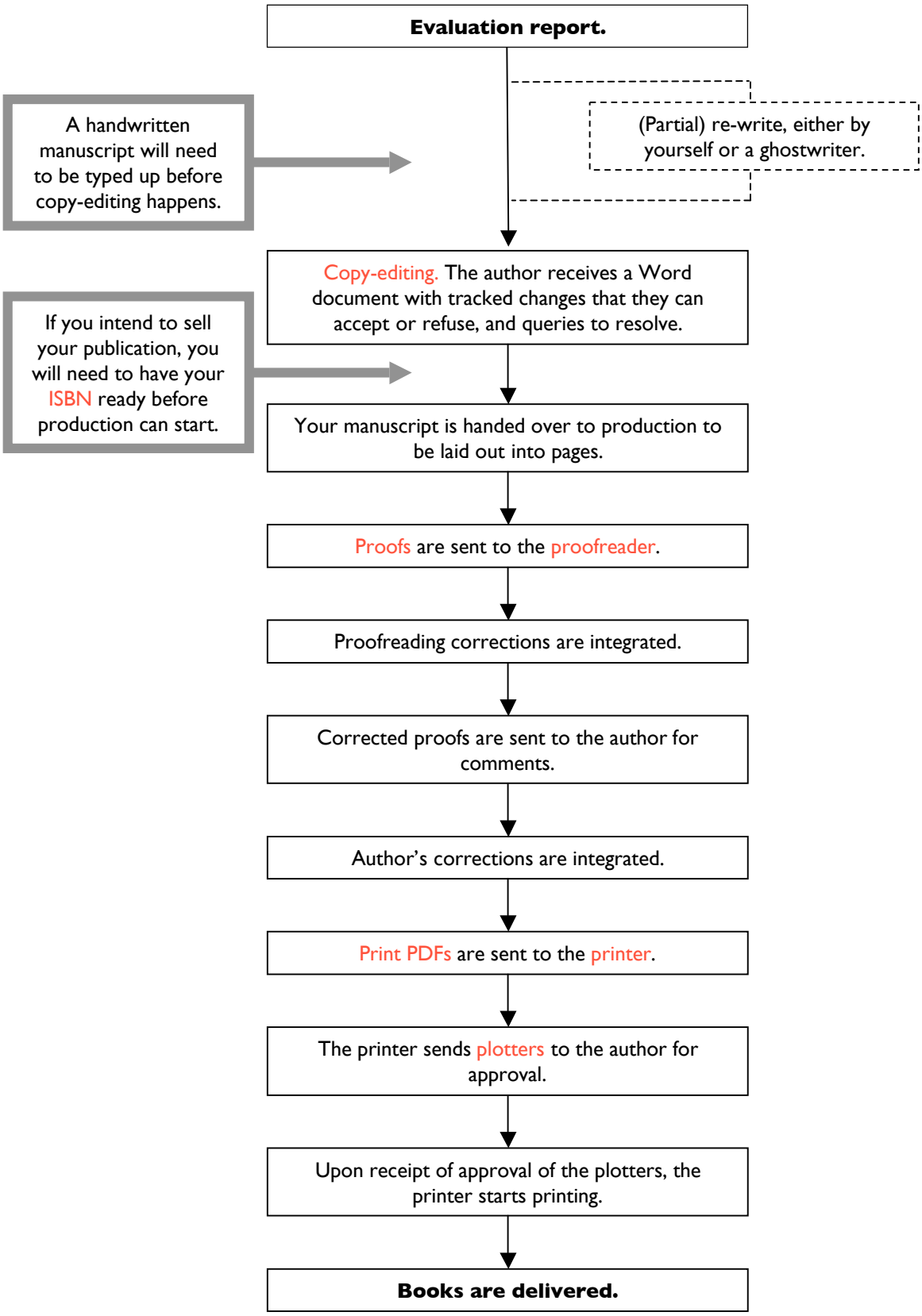EDITORIAL PROCESS FLOWCHART