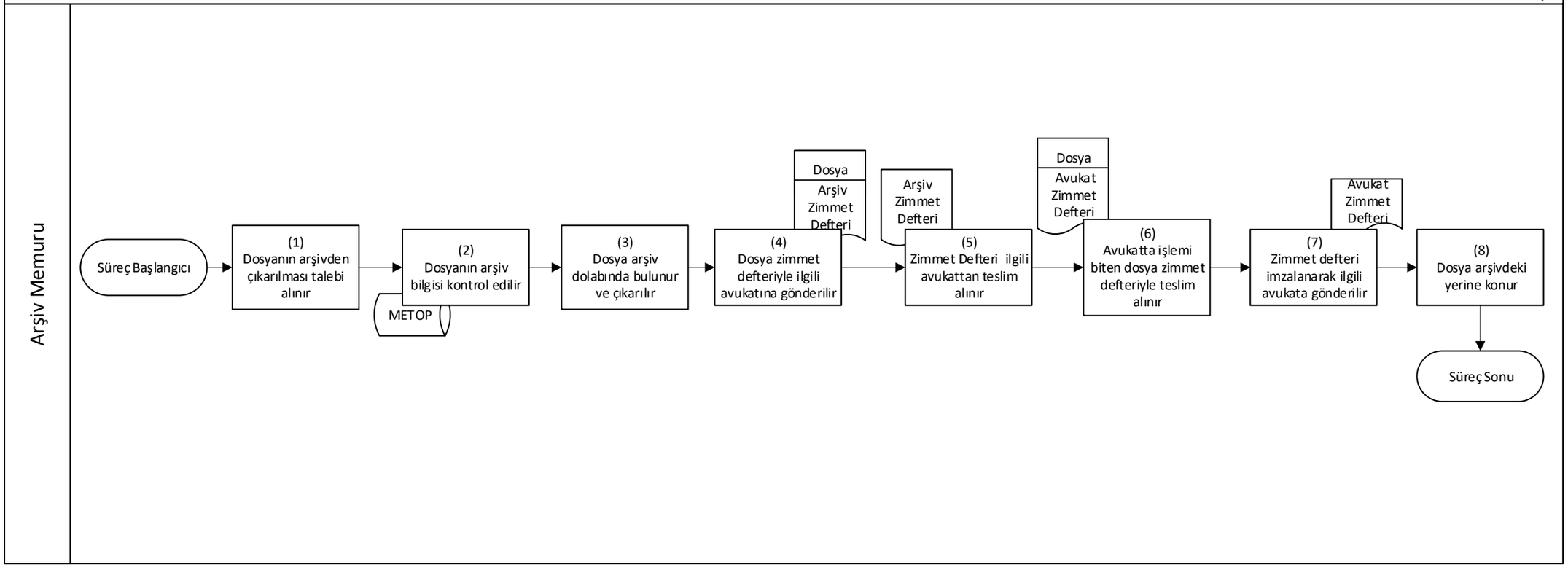Arşivden Dosya Çıkarma İşlem Süreci