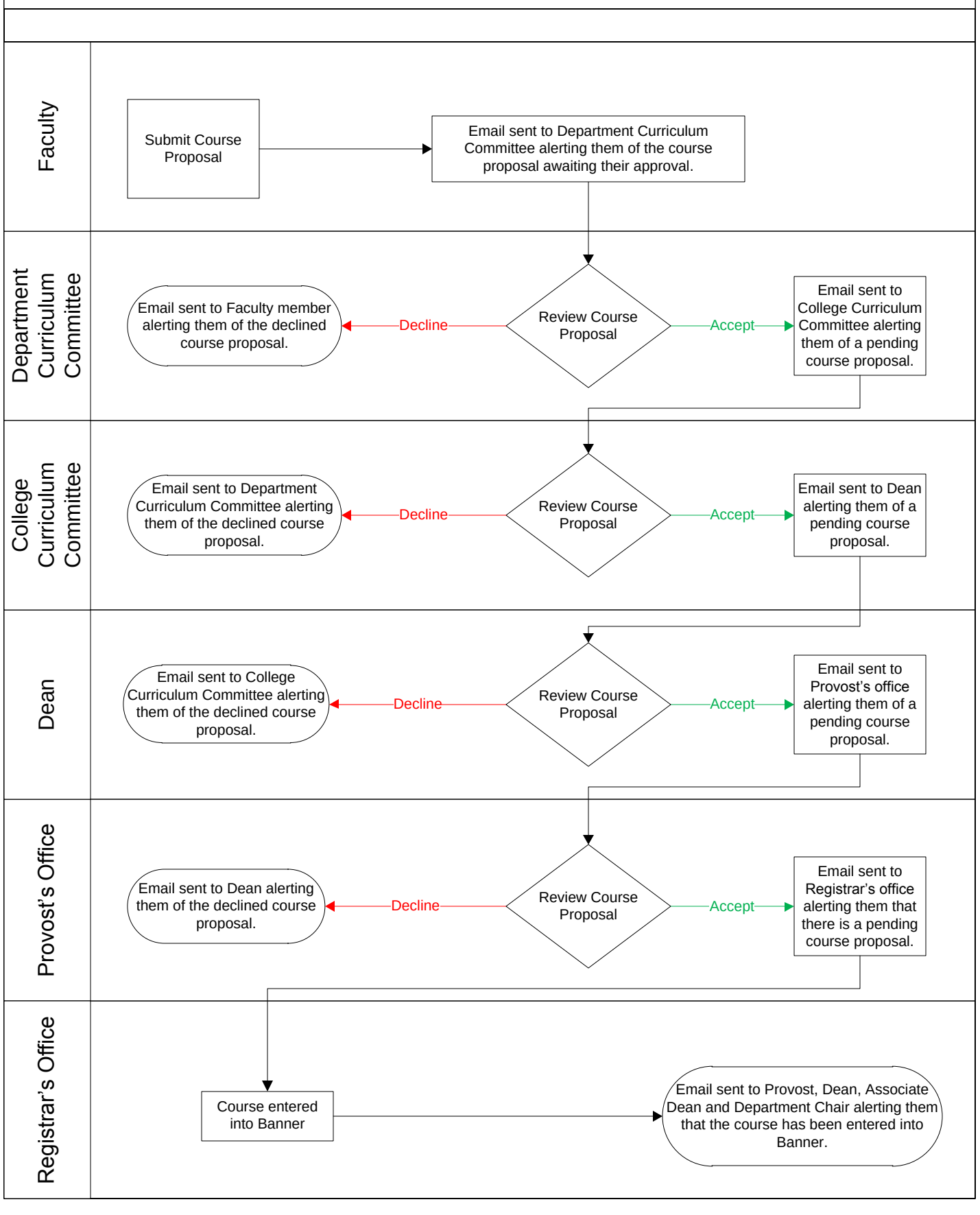Course Submission Process Flow