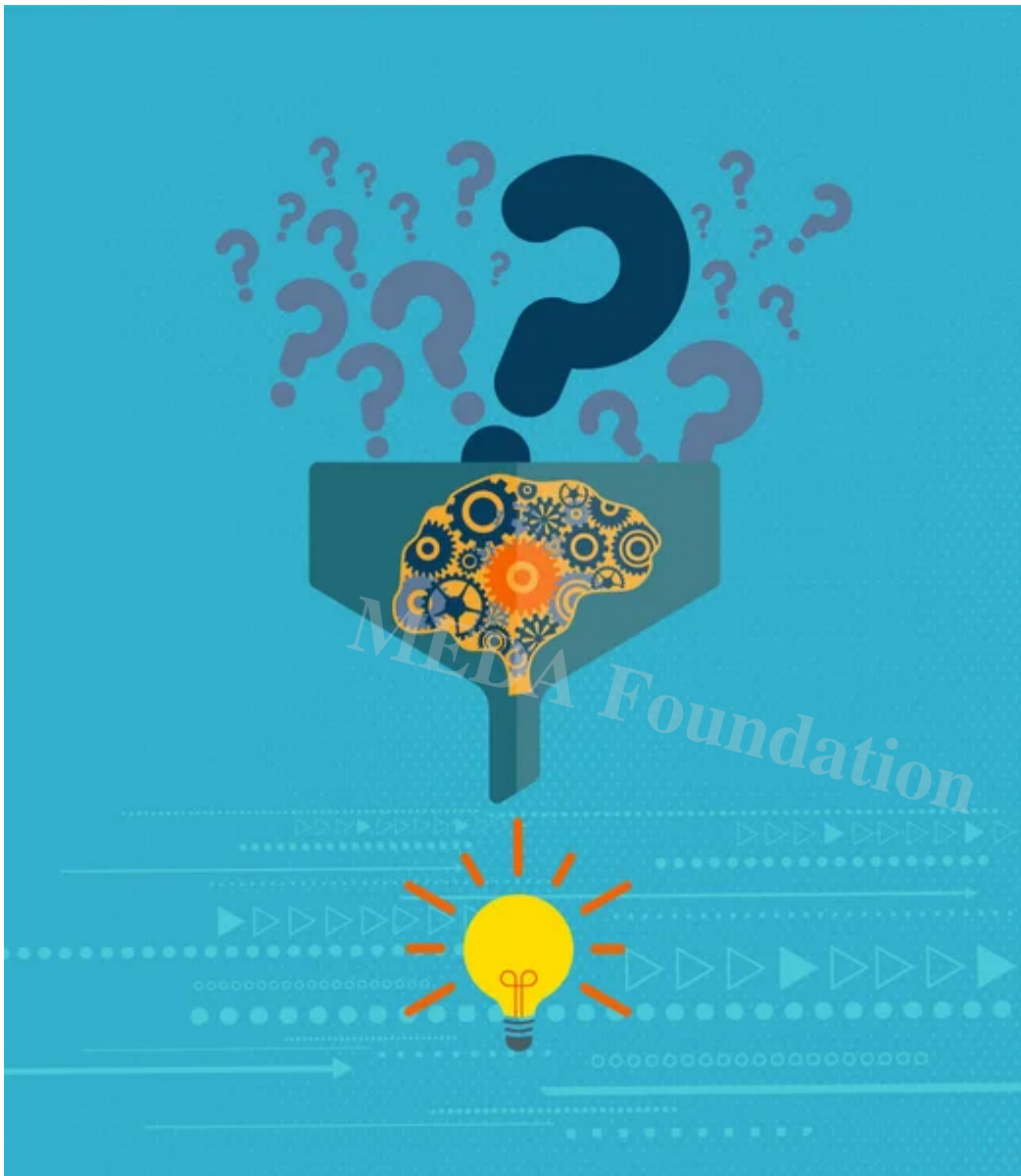




Success Formula: Think 85%, Ink 15%

## Description

The article explores the principle of "Think 85 percent, ink 15 percent," emphasizing the importance of dedicating most of your effort to thoughtful previsualization before taking action. It highlights how thorough planning enhances productivity, reduces errors, and fosters more intentional work across various fields, including creative industries, business management, and personal productivity. By incorporating mental rehearsal techniques, mind mapping, and continuous reflection, individuals and organizations can improve their effectiveness and achieve their goals with greater clarity. The article also addresses potential challenges like overthinking and provides practical strategies for balancing planning with execution, ultimately encouraging readers to apply these insights in their own lives for more meaningful and impactful outcomes.



## Think 85 Percent, Ink 15 Percent: The Power of Previsualization for Productivity

### Introduction

â??Success is where preparation and opportunity meet.â??

â?? Bobby Unser

This powerful quote encapsulates a fundamental truth: the foundation of success is built long before any action is taken. Whether you are an artist, an entrepreneur, or a leader, the ability to prepare mentally, to anticipate challenges, and to visualize success before taking action can dramatically influence your outcomes. In a world that often emphasizes speed and execution, it is easy to overlook the profound impact of thorough mental

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preparation.

**The Concept: “Think 85 Percent, Ink 15 Percent”**

Imagine you are about to embark on a significant project—perhaps a new business venture, a complex creative piece, or a strategic initiative at work. The traditional approach might encourage you to dive in, to start producing and creating immediately. However, the principle of “Think 85 percent, ink 15 percent” suggests a different approach. It advocates that you should dedicate the majority of your time and effort—around 85 percent—to thinking, planning, and visualizing your path before you actually start executing the task, which occupies the remaining 15 percent.

This idea is not just about preparation; it is about previsualization. It is the art of seeing the entire journey in your mind’s eye before taking the first step. It involves anticipating obstacles, identifying opportunities, and mapping out strategies. By the time you put pen to paper, or fingers to keyboard, you have already walked the path in your mind. This method is highly relevant across various fields—from creative industries like film and design, where storyboarding and planning are crucial, to business management, where strategic foresight can make the difference between success and failure.

The main objective of this article is to explore how the principle of “Think 85 percent, ink 15 percent” can lead to greater productivity, fewer errors, and more intentional work. We will delve into the benefits of mental previsualization, offer practical steps to implement this mindset, and examine real-life examples of its application across different industries.

### **Intended Audience and Purpose**

This article is intended for professionals, creatives, entrepreneurs, and leaders who are looking to enhance their productivity and the quality of their work. It is also for anyone who feels overwhelmed by the demands of their tasks and is searching for a more thoughtful and effective approach to their work. The purpose of this article is not only to introduce a valuable productivity technique but also to inspire a shift in mindset—one that prioritizes intentionality and foresight over hasty execution. Whether you are leading a team, managing a project, or working on personal goals, this article aims to equip you with the tools and insights needed to think deeply, plan thoroughly, and act effectively.



## Section 1: Understanding the Concept

### What Does It Mean?

Think 85 percent, ink 15 percent is a principle that emphasizes the importance of mental preparation and strategic planning before taking any action. At its core, this concept suggests that approximately 85 percent of your time and effort should be spent on thinking, planning, and visualizing your course of action, while only 15 percent should be reserved for execution.

This approach is not about procrastination or avoiding work; rather, it is about being deliberate and intentional. By dedicating most of your effort to thoughtful planning, you reduce the likelihood of mistakes, minimize the need for rework, and ensure that when you do take action, it is focused, efficient, and aligned with your goals. This method encourages you to map out your entire journey mentally, considering potential challenges, opportunities, and the best strategies to achieve your objectives. By the time you move to the execution phase, you have a clear, well-considered plan, making your actions more effective and purposeful.

For example, a writer might spend significant time outlining a story, developing characters, and visualizing scenes before writing the first draft. A business leader might thoroughly research the market, anticipate customer needs, and strategize the company's positioning before launching a new product. In both cases, the time spent thinking

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upfront saves time and effort in the long run, leading to better results with fewer revisions.

### Origins and Similar Philosophies

The concept of “Think 85 percent, ink 15 percent” has roots in various historical and cultural practices that emphasize the importance of preparation before action. One of the most well-known examples comes from military history. Strategic planning has always been a critical aspect of warfare, where generals and commanders would spend extensive time analyzing the battlefield, anticipating the enemy’s moves, and devising strategies before engaging in combat. The success of many military campaigns often depended more on the quality of the planning than the actual battle itself. This principle is evident in Sun Tzu’s *The Art of War*, where the ancient Chinese military strategist emphasizes that “every battle is won before it is fought.”

Another related proverb from craftsmanship is “measure twice, cut once.” This saying, popular among carpenters and builders, underscores the importance of careful measurement and planning before making a cut in wood or other materials. The idea is that by double-checking measurements, you can avoid costly mistakes that would require additional time and resources to correct.

### Comparison to Other Productivity Philosophies

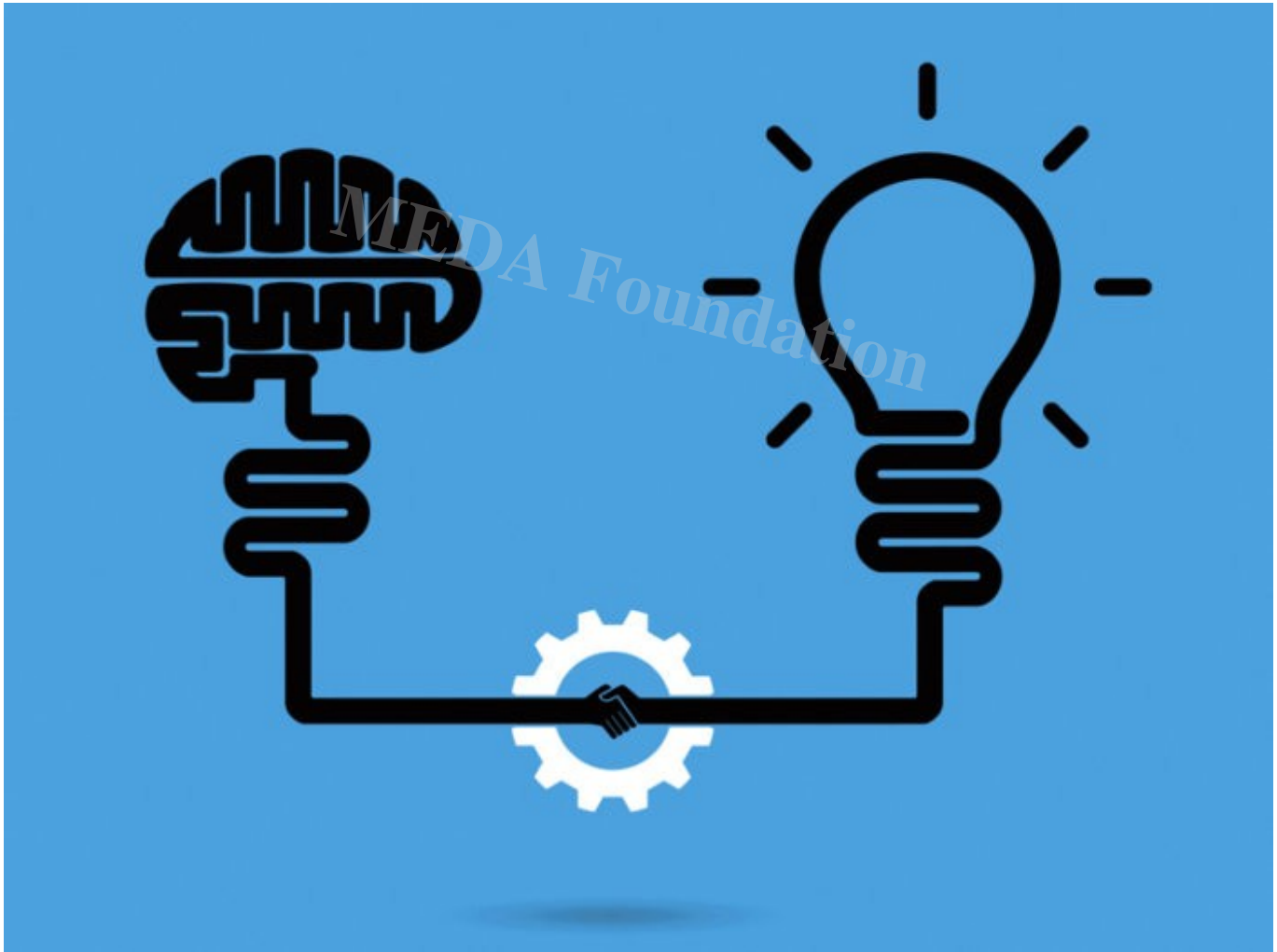
The “Think 85 percent, ink 15 percent” principle shares similarities with other productivity philosophies, particularly the 80/20 rule, also known as the Pareto Principle. The 80/20 rule states that roughly 80 percent of outcomes result from 20 percent of efforts. While the Pareto Principle focuses on identifying and maximizing the most effective actions, “Think 85 percent, ink 15 percent” emphasizes the importance of preparation and thought before any action is taken.

Both principles advocate for a more mindful and strategic approach to work, but they apply to different stages of the process. The Pareto Principle is often used to refine and prioritize actions, ensuring that you focus on the most impactful tasks. In contrast, “Think 85 percent, ink 15 percent” is about the preparatory stage, ensuring that when you do take action, it is well thought out and directed toward the desired outcome.

Another related concept is “slow thinking,” popularized by psychologist Daniel Kahneman in his book *Thinking, Fast and Slow*. Kahneman distinguishes between fast thinking (automatic, instinctive decisions) and slow thinking (deliberate, logical analysis).

The “Think 85 percent, Ink 15 percent” philosophy aligns with the idea of slow thinking, encouraging individuals to take the time to think deeply and strategically before acting.

In summary, “Think 85 percent, Ink 15 percent” is a modern interpretation of age-old wisdom that values preparation and strategic thinking. By dedicating most of your effort to mental planning, you set the stage for more effective and efficient execution, reducing errors and achieving better outcomes with less effort.



## Section 2: The Benefits of Previsualization

### 1. Enhanced Productivity

#### Clarity and Focus



One of the most significant benefits of previsualization is the clarity and focus it brings to your work. By thoroughly thinking through your actions and visualizing the entire process before you begin, you establish a clear roadmap. This foresight reduces distractions and helps you concentrate on the task at hand, knowing precisely what needs to be done and in what order. As a result, the execution phase becomes quicker, more efficient, and less prone to interruptions.

When your mind is cluttered with uncertainty or ambiguity, it's easy to become overwhelmed or distracted. Previsualization clears away this mental fog by providing a well-defined plan of action. It allows you to work with purpose and direction, which naturally enhances productivity.

**Example:**

In creative fields such as writing, design, or engineering, detailed planning and previsualization are essential. A writer might spend weeks or even months outlining a novel, developing characters, and crafting the plot before writing the first chapter. This upfront investment in planning enables them to write more fluidly and consistently, reducing the need for significant revisions later on.

Similarly, designers and engineers often use storyboarding or detailed sketches to visualize their projects before they begin. In architecture, for example, a detailed blueprint is created before any construction starts. This blueprint serves as a guide for the entire project, ensuring that every aspect has been carefully considered and accounted for. By the time the construction begins, the team has a clear and detailed plan, which allows them to work more efficiently and with fewer interruptions.

## **2. Reduced Trial and Error**

### **Minimizing Mistakes**

Previsualization is a powerful tool for minimizing mistakes and reducing the need for trial and error. When you mentally walk through the entire process before taking action, you can identify potential pitfalls and challenges in advance. This foresight enables you to address issues before they arise, saving time, resources, and frustration.

Trial and error can be costly, both in terms of time and materials. While some level of experimentation is inevitable in any creative or complex process, previsualization allows

you to minimize the guesswork. By anticipating challenges and planning for them, you can avoid many common mistakes, leading to a smoother and more efficient workflow.

**Example:**

In software development, previsualization often takes the form of wireframes and prototypes. Before any coding begins, developers create wireframes to map out the structure and flow of the software. These wireframes act as a visual guide, showing how different elements will interact and how users will navigate the system. By creating a prototype, developers can test the user interface and functionality before committing to the final design.

This process allows developers to identify and resolve potential issues early, such as usability problems or design flaws. By catching these issues in the planning stage, developers can avoid costly errors that would require significant rework during the coding phase. As a result, the final product is more polished, functional, and user-friendly.

### **3. Intentionality and Mindfulness**

#### **Mindful Decision-Making**

Previsualization promotes intentionality and mindfulness in decision-making. By thinking things through before acting, you are more likely to make deliberate and thoughtful decisions rather than impulsive or reactive ones. This mindful approach reduces the risk of mistakes and leads to better, more considered outcomes.

Mindfulness in decision-making is about being fully present and aware of the implications of your choices. It involves taking the time to reflect on your goals, values, and the potential impact of your actions. When you practice mindful decision-making, you are less likely to be swayed by external pressures or distractions, and more likely to stay true to your purpose and objectives.

**Example:**

In leadership, mindfulness practices have been shown to lead to better decision-making and stronger team outcomes. Leaders who practice mindfulness are more attuned to their own thoughts and emotions, as well as the needs and perspectives of their team members. This heightened awareness allows them to make more informed and compassionate decisions, which in turn fosters a positive and supportive work



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environment.

For instance, a mindful leader might take the time to consider all possible outcomes before making a strategic decision, weighing the pros and cons, and considering how each option aligns with the organization's long-term goals. By engaging in this level of thoughtful analysis, the leader is more likely to choose the best course of action, leading to better results for the team and the organization as a whole.

Why Everyone's Wrong About Visualization - Thrive Global

## Section 3: Practical Steps to Implement Previsualization

### 1. Mental Rehearsal Techniques

#### Visualization

One of the most effective ways to implement previsualization is through mental rehearsal. Visualization is a powerful technique that involves imagining the successful completion of a task or goal before actually engaging in the activity. This process helps you mentally prepare for the task, anticipate challenges, and rehearse the steps you need to take, which can significantly improve your performance.

To practice visualization, find a quiet space where you can focus without distractions. Close your eyes and vividly imagine yourself going through the task step by step. Picture every detail: the environment, the actions you will take, the obstacles you might face, and how you will overcome them. Imagine the emotions you will feel as you accomplish each part of the task, and visualize the end result with clarity and confidence.

By mentally rehearsing in this way, you create a mental blueprint that guides your actions when you start the actual task. This mental preparation can reduce anxiety, increase confidence, and enhance your ability to perform under pressure.

#### Example:

Athletes are well-known for using visualization techniques to enhance their performance. Before a game or competition, many athletes will spend time visualizing their performance, seeing themselves executing their moves flawlessly, overcoming challenges, and achieving their goals. This mental rehearsal helps them build confidence, reduce anxiety, and improve their focus, leading to better performance on the field or court.

For instance, a basketball player might visualize making free throws with perfect form, hearing the swish of the net, and feeling the satisfaction of scoring points. This mental practice reinforces the physical skills and muscle memory needed to perform under pressure, leading to greater success during the actual game.

## 2. Mind Mapping and Planning

### Creating Roadmaps

Mind mapping is another practical tool for implementing previsualization, especially when dealing with complex tasks or projects. A mind map is a visual representation of ideas and concepts, allowing you to break down a central goal into smaller, manageable steps. This technique helps you organize your thoughts, identify relationships between different elements, and create a clear roadmap for achieving your objectives.

To create a mind map, start by writing your central goal in the middle of a blank page. From there, draw branches that represent the main tasks or steps needed to achieve that goal. Each branch can then be broken down further into sub-tasks or details, creating a comprehensive visual plan. The process of mind mapping forces you to think through each aspect of the task, identify potential challenges, and plan how to address them.

### Tool Tips:

There are several tools available to help you create mind maps, ranging from digital platforms to traditional pen and paper. Some popular digital tools include:

- **MindMeister:** A user-friendly online mind mapping tool that allows you to create and share mind maps easily. It offers a variety of templates and collaboration features, making it ideal for both individual and team projects.
- **XMind:** A robust mind mapping software that offers a range of advanced features, including Gantt charts and brainstorming modes. XMind is great for more complex projects that require detailed planning and tracking.
- **Pen and Paper:** For those who prefer a more tactile approach, simply using pen and paper can be just as effective. Drawing a mind map by hand allows you to engage more deeply with the process, often leading to more creative and insightful planning.

By using mind mapping as a previsualization tool, you create a detailed and organized plan that serves as a roadmap for your actions. This clarity can significantly enhance your

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productivity and help you stay on track as you work toward your goals.

### 3. Reflection and Refinement

#### Continuous Improvement

Previsualization doesn't end once you've created your plan or visualized your task. To truly maximize its benefits, it's essential to build in time for reflection and refinement. This ongoing process of reviewing your plans, reflecting on your progress, and making necessary adjustments ensures that your actions remain aligned with your goals and that you continuously improve your approach.

After completing a task or at the end of each day or week, take some time to reflect on what worked well and what didn't. Consider whether your initial plan was effective or if there were unexpected challenges that could have been anticipated. Use these reflections to refine your approach for future tasks, making adjustments to your previsualization techniques as needed.

#### Example:

Daily or weekly reviews are a practical way to incorporate reflection and refinement into your routine. For example, at the end of each day, you might take 10-15 minutes to review your accomplishments, assess any challenges you faced, and consider how you can improve tomorrow. Similarly, a weekly review allows you to reflect on your broader goals, evaluate your progress, and adjust your strategies for the coming week.

This regular practice of reflection not only enhances productivity but also fosters a growth mindset. By continuously learning from your experiences and refining your approach, you become more effective and intentional in your actions.

concept of meditation during working hours, rest, health benefits of body, mind and emotion

## Section 4: Real-Life Applications and Case Studies

### 1. Creative Industries

#### Storyboarding in Film Production

In the world of film production, storyboarding is a quintessential example of the "Think 85 percent, ink 15 percent" philosophy in action. Before the cameras start rolling,

directors and their teams meticulously plan each scene through detailed storyboards. These visual representations map out every shot, camera angle, and scene transition, allowing the director to previsualize the entire film before it's captured on camera.

Storyboarding serves several critical functions. First, it helps the director and crew visualize how the film will unfold, providing a clear and cohesive narrative structure. Second, it allows the team to anticipate potential challenges—whether they are technical, logistical, or creative—before they arise on set. By the time production begins, the team has a comprehensive plan, reducing the need for reshoots and ensuring that the filming process is as efficient as possible.

#### Case Study:

One notable example of storyboarding in action is the production of Alfred Hitchcock's *Psycho* (1960). Hitchcock was known for his meticulous planning, and he famously storyboarded the entire film before shooting began. This was particularly evident in the iconic shower scene, which was planned out shot by shot, ensuring that every angle and cut contributed to the suspense and horror. The detailed previsualization allowed Hitchcock to execute the scene with precision, resulting in one of the most memorable moments in cinematic history.

## 2. Business Management

### Strategic Planning in Corporations

In the corporate world, strategic planning is a crucial practice that aligns closely with the previsualization concept. Companies invest significant time and resources into strategic planning sessions where they outline long-term goals, assess market trends, and anticipate potential challenges. This process involves careful analysis of the company's strengths, weaknesses, opportunities, and threats (SWOT analysis), and results in a clear roadmap for achieving business objectives.

Strategic planning allows businesses to previsualize their future, making informed decisions that guide their actions over the coming months or years. By thinking through various scenarios and outcomes, companies can prepare for uncertainties, allocate resources effectively, and stay ahead of competitors. The result is a more focused and resilient organization, better equipped to navigate the complexities of the business environment.

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**Case Study:**

Apple Inc. is a prime example of how strategic planning can lead to sustained success. Under the leadership of Steve Jobs, Apple engaged in thorough strategic planning sessions that focused on innovation, user experience, and market positioning. The company's previsualization of the tech landscape allowed it to anticipate trends and stay ahead of competitors, leading to the development of groundbreaking products like the iPhone and iPad. These products didn't just succeed by chance; they were the result of careful planning and a clear vision of the future.

### 3. Personal Productivity

#### Daily Planning for Individuals

Previsualization isn't just for businesses and creative professionals; it's also a powerful tool for personal productivity. By applying the "Think 85 percent, ink 15 percent" principle to daily life, individuals can manage their time more effectively, set and achieve goals, and reduce stress.

Daily planning involves taking the time to visualize your day before it begins. This might include creating a to-do list, setting priorities, and mentally walking through each task. By thinking through your day in advance, you can anticipate challenges, allocate time efficiently, and ensure that your actions align with your long-term goals. This practice not only enhances productivity but also promotes a sense of control and purpose, helping you navigate your day with confidence and focus.

**Case Study:**

Consider the example of Benjamin Franklin, one of the Founding Fathers of the United States, who was known for his disciplined approach to personal productivity. Franklin practiced daily planning by asking himself two key questions each day: "What good shall I do this day?" in the morning, and "What good have I done today?" in the evening. This simple yet effective routine allowed him to previsualize his day, set clear intentions, and reflect on his progress. Franklin's method of daily planning contributed to his success as a statesman, inventor, and writer, demonstrating the power of intentional previsualization in personal life.

These real-life applications and case studies demonstrate the versatility and effectiveness of the "Think 85 percent, ink 15 percent" principle across various fields. Whether in

creative industries, business management, or personal productivity, the practice of previsualization can lead to more intentional, efficient, and successful outcomes. By thinking deeply and planning thoroughly before taking action, individuals and organizations alike can achieve their goals with greater clarity, focus, and confidence.



## Section 5: Addressing Potential Challenges

### 1. Overthinking and Analysis Paralysis

#### Recognizing the Pitfalls

While previsualization and thorough planning are valuable practices, they can sometimes lead to overthinking and analysis paralysis. Overthinking occurs when an individual becomes excessively absorbed in the details of planning, to the point where it hampers their ability to take action. This can result in analysis paralysis, where the fear of making mistakes or the desire for perfect planning prevents any progress from being made.

This issue often arises from a desire to anticipate every possible outcome and mitigate every risk. While thorough preparation is beneficial, there is a point where the process of thinking and planning becomes counterproductive. Overthinking can lead to procrastination, increased stress, and missed opportunities.

#### Solutions

To avoid the pitfalls of overthinking, consider implementing the following strategies:



- **Set Time Limits for Planning:** Allocate a specific amount of time for planning and stick to it. For example, you might decide to spend no more than one hour planning a task or project. Once the time is up, transition to the execution phase. This helps prevent excessive rumination and encourages timely action.
- **Encourage a Bias Toward Action:** Cultivate a mindset that values action over perfection. Accept that while planning is important, it should not come at the expense of progress. Aim to make decisions and take steps based on the best available information, rather than waiting for complete certainty.
- **Embrace "Good Enough" :** Recognize that no plan can account for every possible variable. Aim for a plan that is "good enough" to get started, and be prepared to adapt and refine as you go. This approach allows you to take action while still being mindful of potential adjustments.

## 2. Balancing Thinking with Doing

### Finding the Right Balance

Achieving the right balance between planning and action is crucial for effective previsualization. While it's important to dedicate time to thoughtful planning, it's equally important to know when to shift focus from planning to execution. Striking this balance ensures that you make informed decisions without falling into the trap of endless deliberation.

To find this balance, consider the following tips:

- **Establish Clear Milestones:** Break your planning process into phases with clear milestones. For example, you might have a milestone for completing the initial plan, another for refining details, and a final one for beginning implementation. This approach helps you track progress and know when it's time to move from planning to doing.
- **Use Action Triggers:** Identify specific triggers or criteria that signal it's time to start executing. These might include completing a detailed outline, reaching a certain level of confidence, or obtaining necessary resources. Once these criteria are met, transition to action with confidence.
- **Adopt an Iterative Approach:** Embrace an iterative approach where you start with a plan, take action, and then review and refine. Instead of waiting for the perfect plan, use each phase of execution as an opportunity to learn and make improvements. This iterative process balances planning with doing, allowing for

continuous progress and adaptation.

**Example:**

A practical example of balancing thinking with doing can be seen in the process of launching a new product. A product development team might spend time researching the market, designing the product, and planning the launch strategy. However, there comes a point where the team must move from planning to execution—designing prototypes, running pilot tests, and preparing for the official launch.

One effective approach is to use a “minimum viable product” (MVP) strategy, where the team releases a basic version of the product to the market to gather feedback and make improvements. This allows the team to take action based on real-world insights while continuing to refine the product. The MVP approach exemplifies how to balance thorough planning with practical execution, leading to better outcomes and more effective use of resources.

Addressing the challenges of overthinking and finding the right balance between planning and action is essential for maximizing the benefits of previsualization. By recognizing the pitfalls of excessive analysis and implementing strategies to transition from planning to doing, you can enhance your productivity and effectiveness. Embrace a mindset that values both thoughtful preparation and decisive action, and use these techniques to navigate the complexities of your projects with confidence and clarity.



## Conclusion

### Recap Key Points

The concept of “Think 85 percent, ink 15 percent” underscores the immense value of thorough mental preparation and planning in achieving success. By dedicating the majority of our effort to thinking and strategizing, we set ourselves up for enhanced productivity, fewer errors, and more intentional work. This approach allows us to visualize the end goal, anticipate challenges, and refine our plans, leading to more efficient and effective execution.

To recap, the benefits of previsualization include:

- **Enhanced Productivity:** A well-thought-out plan helps streamline tasks and focus efforts, making the execution phase more efficient.
- **Reduced Errors:** Anticipating potential pitfalls and preparing for them in advance minimizes the likelihood of costly mistakes.
- **More Intentional Work:** Mindful planning leads to deliberate actions and better decision-making, fostering a more purposeful and impactful approach to work.

### Call to Action

I encourage you to experiment with the “Think 85 percent, Ink 15 percent” approach in your daily life. Start by dedicating time to visualize and plan your tasks before diving into execution. Whether you’re working on a project, setting personal goals, or managing your time, applying this principle can lead to more successful and fulfilling outcomes. Share your experiences and insights with others, and observe how this approach transforms your productivity and decision-making.

Additionally, consider how this mindful approach aligns with broader goals. The principles of previsualization resonate with the mission of the MEDA Foundation, which focuses on creating self-sustaining ecosystems and helping individuals become self-sufficient. By incorporating thoughtful planning and intentional action into our efforts, we can contribute to these noble objectives and support others in their journey towards empowerment and independence.

#### Final Thought

As we close, remember that the power of previsualization lies in our ability to think deeply and act with intention. By embracing this approach, we not only enhance our own productivity and effectiveness but also create opportunities for more meaningful and impactful work. Let us approach each task and goal with a clear vision and a purposeful mindset, knowing that our thoughtful preparation can lead to extraordinary results.

#### Book Reading References

- **“Atomic Habits: An Easy & Proven Way to Build Good Habits & Break Bad Ones”** by James Clear – Offers insights into building effective habits and improving productivity through thoughtful planning.
- **“Deep Work: Rules for Focused Success in a Distracted World”** by Cal Newport – Explores the importance of deep thinking and focused work in achieving meaningful outcomes.
- **“The 7 Habits of Highly Effective People: Powerful Lessons in Personal Change”** by Stephen R. Covey – Provides strategies for effective personal and professional development, emphasizing the role of proactive planning.
- **“Mindfulness for Beginners: Reclaiming the Present Moment and Your Life”** by Jon Kabat-Zinn – Introduces mindfulness practices that can enhance previsualization and intentional decision-making.

#### CATEGORY

1. Ancient Wisdom
2. CxO 101
3. Management Lessons

## POST TAG

1. #ActionableInsights
2. #AnalysisParalysis
3. #BusinessManagement
4. #ContinuousImprovement
5. #CreativeIndustries
6. #DailyPlanning
7. #EffectivePlanning
8. #FilmProduction
9. #GoalSetting
10. #IntentionalWork
11. #MEDA
12. #MedaFoundation
13. #MentalRehearsal
14. #Mindfulness
15. #MindMapping
16. #Overthinking
17. #PersonalProductivity
18. #Previsualization
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20. #StrategicPlanning
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