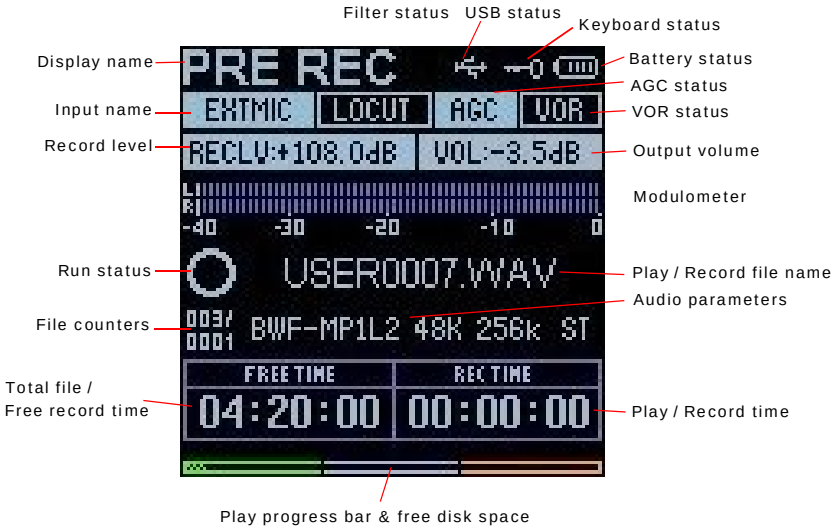A RECORD ablak funkciói