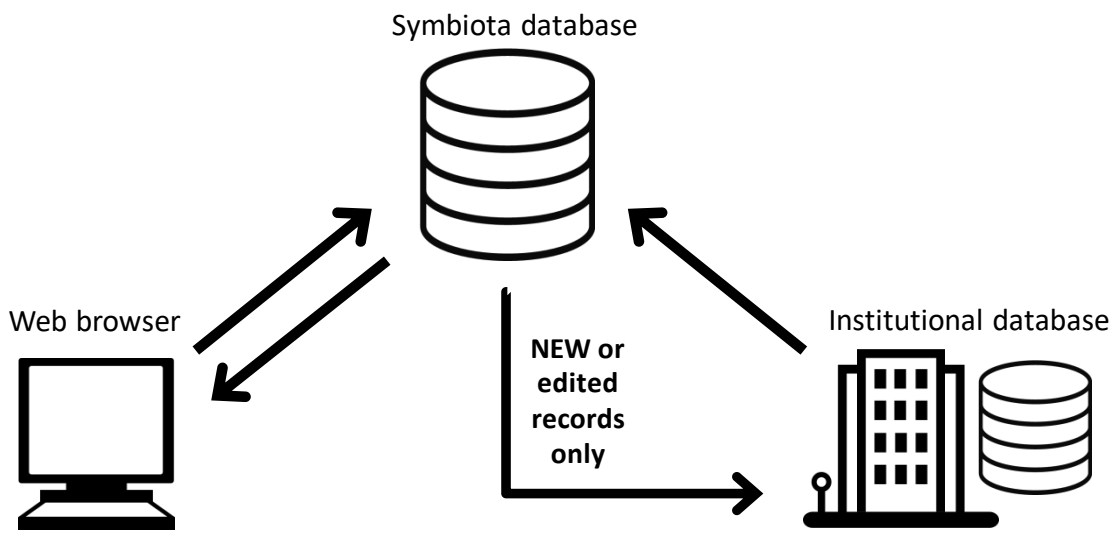

	Live in Symbiota Portal	Hybrid	Snapshot
Description	• All original data stored on portal servers • All data created and managed in Symbiota portal	• Most original data stored and edited in institutional database • Copy ("snapshot") of original data uploaded into portal • Some new records created and edited in the portal temporarily • Newly created records (or records that were edited in the portal) eventually imported back into institutional database	• All original data stored and edited in institutional database • Copy ("snapshot") of original data periodically uploaded to the portal
Pros	• Can edit data at any time through a web browser • Control of editor and administrator permissions • Duplicate discovery tool for efficient data entry • GEOLocate and batch georeferencing tools for efficient georeferencing • Data cleaning tools • Technical support from Symbiota community and portal managers	• Can utilize some tools for georeferencing and data entry such as the duplicate discovery tool and GEOLocate (batch tools not well-supported) • Retain advantages of in-house database (e.g., specialized fields or search functions) for data management	• Retain advantages of in-house database (e.g., specialized fields or search functions) • More control over database development
Cons	• Data not housed physically at own institution	• Requires ability to import data from Symbiota back into institutional database • Requires **careful attention** to which records are being edited in the portal (otherwise, you may overwrite portal edits when you refresh your snapshot).	• Unable to use duplicate discovery and georef tools in portal • Data can become outdated in the public portal • Data refreshes often time- and labor-intensive • Requires institutional IT support