

All clients

PREPARED BY	DATE	DATA COLLECTED	MICROSOFT 365 TENANT
Harbour IT	13 Oct 2026	13 Oct 2026, 04:00 UTC	3 clients

Who can open each shared file or folder, how they got access, who shared it and when links expire.

Filtered view. Newly shared: 5 of 10 rows, Flag is No flag, 1 column hidden. The headline figures cover every row.

Newly shared 5

Shared in the last 30 days, newest first, by Microsoft's sharing date (or when Office Sentry first saw the item shared). Check each one was meant.

File or folder	Location	Shared with	Shared by	Shared on
Rotas/Rota October.xlsx	Operations / Documents	mallory.hart@contoso.example, dan.redford@contoso.example	carl.ashworth@contoso.example	3 Oct 2026
Budget 2027.xlsx	Finance / Documents	Everyone in the organisation	bobby.marsh@contoso.example	23 Sep 2026
Rotas (folder)	Practice Management / Documents	Everyone in the organisation	caroline.reyes@fabrikam.example	28 Sep 2026
Rotas/Rota October.xlsx	Operations / Documents	mallory.price@northwindtraders.example, dan.whitaker@northwindtraders.example	carl.jensen@northwindtraders.example	3 Oct 2026
Budget 2027.xlsx	Finance / Documents	Everyone in the organisation	robert.hughes@northwindtraders.example	23 Sep 2026

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 13 Oct 2026, 04:00 UTC.