SHAREPOINT STORAGE: LARGEST FILES

All clients

Harbour IT

PREPARED BY	DATE	CLIENTS
Harbour IT	29 Nov 2026	3

What fills the tenant's SharePoint storage and what to clean up: sites, folders, large and old files, version history and recycle bins.

Filtered view. Largest files: 57 of 300 rows, Version is 2. The headline figures cover every row.

Largest files 57

Size includes older versions.

Client	File	Location	Size	Older versions	Version	Last change	Changed by
Contoso Legal LLP	Client files/Recording 2023-11.mp4	Clients / Documents	4.4 GB	316.0 MB	2	2 Nov 2026	carl.ashworth@contoso.example
Contoso Legal LLP	Engagement letters/Recording 2023-11.mp4	Clients / Documents	3.2 GB	229.7 MB	2	22 Dec 2023	eve.lambert@contoso.example
Contoso Legal LLP	Client files/Photos 2024-06.zip	Clients / Documents	3.2 GB	229.4 MB	2	30 Dec 2023	annabel.fraser@contoso.example
Contoso Legal LLP	Payroll/Recording 2023-11.mp4	Clients / Documents	2.6 GB	184.0 MB	2	6 Jan 2025	carol.bennett@contoso.example
Contoso Legal LLP	Engagement letters/Photos 2024-06.zip	Clients / Documents	2.3 GB	166.8 MB	2	16 May 2023	carl.ashworth@contoso.example
Contoso Legal LLP	Projects/Recording 2023-11.mp4	Finance / Documents	2.2 GB	158.0 MB	2	28 May 2024	annabel.fraser@contoso.example
Contoso Legal LLP	Client files/Scans 2019-01.zip	Clients / Documents	2.0 GB	142.9 MB	2	4 Sep 2023	annabel.fraser@contoso.example
Contoso Legal LLP	Payroll/Photos 2024-06.zip	Clients / Documents	1.9 GB	133.6 MB	2	8 Jun 2024	annabel.fraser@contoso.example
Contoso Legal LLP	Projects/Recording 2023-11.mp4	Operations / Documents	1.8 GB	132.2 MB	2	25 Dec 2024	annabel.fraser@contoso.example
Contoso Legal LLP	Archive/Recording 2023-11.mp4	Finance / Documents	1.6 GB	114.9 MB	2	6 Jun 2026	annabel.fraser@contoso.example
Contoso Legal LLP	Projects/Photos 2024-06.zip	Finance / Documents	1.6 GB	114.7 MB	2	21 Jan 2025	carl.ashworth@contoso.example

Client	File	Location	Size	Older versions	Version	Last change	Changed by
Contoso Legal LLP	Year end/Recording 2023-11.mp4	Clients / Documents	1.5 GB	106.3 MB	2	12 Feb 2026	annabel.fraser@contoso.example
Contoso Legal LLP	Engagement letters/Scans 2019-01.zip	Clients / Documents	1.4 GB	103.8 MB	2	9 May 2025	carol.bennett@contoso.example
Contoso Legal LLP	Archive/Recording 2023-11.mp4	Operations / Documents	1.3 GB	96.1 MB	2	24 Feb 2026	eve.lambert@contoso.example
Contoso Legal LLP	Projects/Photos 2024-06.zip	Operations / Documents	1.3 GB	96.0 MB	2	8 Aug 2024	carl.ashworth@contoso.example
Contoso Legal LLP	Projects/Recording 2023-11.mp4	Marketing / Documents	1.2 GB	84.2 MB	2	18 Nov 2025	eve.lambert@contoso.example
Contoso Legal LLP	Archive/Photos 2024-06.zip	Finance / Documents	1.2 GB	83.4 MB	2	17 Jun 2023	annabel.fraser@contoso.example
Contoso Legal LLP	Payroll/Scans 2019-01.zip	Clients / Documents	1.2 GB	83.2 MB	2	12 Sep 2024	carl.ashworth@contoso.example
Contoso Legal LLP	Year end/Photos 2024-06.zip	Clients / Documents	1.1 GB	77.2 MB	2	14 Aug 2026	carol.bennett@contoso.example
Fabrikam Dental Group	X-rays 2019/Recording 2019-11.mp4	Imaging Archive / Documents	15.2 GB	1.1 GB	2	8 Nov 2023	carl.svensson@fabrikam.example
Fabrikam Dental Group	X-rays 2020/Recording 2020-11.mp4	Imaging Archive / Documents	11.1 GB	793.7 MB	2	26 Dec 2024	anna.kowalski@fabrikam.example
Fabrikam Dental Group	X-rays 2019/Photos 2019-06.zip	Imaging Archive / Documents	11.1 GB	792.7 MB	2	23 Dec 2023	anna.kowalski@fabrikam.example
Fabrikam Dental Group	Consent forms/Recording 2023-11.mp4	Patient Records / Documents	10.4 GB	744.9 MB	2	14 May 2024	anna.kowalski@fabrikam.example
Fabrikam Dental Group	X-rays 2020/Photos 2020-06.zip	Imaging Archive / Documents	8.0 GB	576.2 MB	2	29 Jan 2025	caroline.reyes@fabrikam.example
Fabrikam Dental Group	Treatment plans/Recording 2023-11.mp4	Patient Records / Documents	7.6 GB	541.5 MB	2	16 Dec 2023	carl.svensson@fabrikam.example
Fabrikam Dental Group	Consent forms/Photos 2024-06.zip	Patient Records / Documents	7.5 GB	540.8 MB	2	28 Apr 2023	evelyn.shaw@fabrikam.example
Fabrikam Dental Group	X-rays 2019/Scans 2019-01.zip	Imaging Archive / Documents	6.9 GB	493.6 MB	2	18 Feb 2025	carl.svensson@fabrikam.example
Fabrikam Dental Group	Correspondence/Recording 2023-11.mp4	Patient Records / Documents	6.1 GB	433.7 MB	2	17 Oct 2026	caroline.reyes@fabrikam.example
Fabrikam Dental Group	Treatment plans/Photos 2024-06.zip	Patient Records / Documents	5.5 GB	393.2 MB	2	28 Jul 2025	caroline.reyes@fabrikam.example
Fabrikam Dental Group	CBCT scans/Recording 2023-11.mp4	Imaging Archive / Documents	5.1 GB	367.3 MB	2	17 Jul 2025	evelyn.shaw@fabrikam.example
Fabrikam Dental Group	X-rays 2020/Scans 2020-01.zip	Imaging Archive / Documents	5.0 GB	358.8 MB	2	4 Sep 2024	evelyn.shaw@fabrikam.example
Fabrikam Dental Group	Rotas/Recording 2023-11.mp4	Practice Management / Documents	4.7 GB	340.2 MB	2	29 Oct 2025	evelyn.shaw@fabrikam.example
Fabrikam Dental Group	Consent forms/Scans 2019-01.zip	Patient Records / Documents	4.7 GB	336.8 MB	2	12 Mar 2025	caroline.reyes@fabrikam.example
Fabrikam Dental Group	Correspondence/Photos 2024-06.zip	Patient Records / Documents	4.4 GB	314.9 MB	2	11 Nov 2022	evelyn.shaw@fabrikam.example

Client	File	Location	Size	Older versions	Version	Last change	Changed by
Fabrikam Dental Group	Referral images/Recording 2023-11.mp4	Imaging Archive / Documents	4.1 GB	294.2 MB	2	20 Apr 2026	carl.svensson@fabrikam.example
Fabrikam Dental Group	Intraoral photos/Recording 2023-11.mp4	Imaging Archive / Documents	3.7 GB	267.0 MB	2	19 Dec 2024	carl.svensson@fabrikam.example
Fabrikam Dental Group	CBCT scans/Photos 2024-06.zip	Imaging Archive / Documents	3.7 GB	266.7 MB	2	8 Nov 2026	anna.kowalski@fabrikam.example
Fabrikam Dental Group	Projects/Recording 2023-11.mp4	Finance / Documents	3.5 GB	250.8 MB	2	9 Aug 2026	carl.svensson@fabrikam.example
Northwind Traders	Client files/Recording 2023-11.mp4	Clients / Documents	7.3 GB	522.9 MB	2	15 Sep 2026	ann.patel@northwindtraders.example
Northwind Traders	Engagement letters/Recording 2023-11.mp4	Clients / Documents	5.3 GB	380.1 MB	2	18 May 2025	ann.patel@northwindtraders.example
Northwind Traders	Client files/Photos 2024-06.zip	Clients / Documents	5.3 GB	379.6 MB	2	28 Nov 2022	carl.jensen@northwindtraders.example
Northwind Traders	Payroll/Recording 2023-11.mp4	Clients / Documents	4.2 GB	304.4 MB	2	21 Jan 2024	carl.jensen@northwindtraders.example
Northwind Traders	Engagement letters/Photos 2024-06.zip	Clients / Documents	3.8 GB	276.0 MB	2	12 Mar 2026	ann.patel@northwindtraders.example
Northwind Traders	Projects/Recording 2023-11.mp4	Finance / Documents	3.6 GB	261.4 MB	2	1 Mar 2026	carol.mendes@northwindtraders.example
Northwind Traders	Client files/Scans 2019-01.zip	Clients / Documents	3.3 GB	236.4 MB	2	24 Nov 2023	ann.patel@northwindtraders.example
Northwind Traders	Payroll/Photos 2024-06.zip	Clients / Documents	3.1 GB	221.0 MB	2	8 Nov 2025	ann.patel@northwindtraders.example
Northwind Traders	Projects/Recording 2023-11.mp4	Operations / Documents	3.0 GB	217.7 MB	2	19 Sep 2026	carol.mendes@northwindtraders.example
Northwind Traders	Archive/Recording 2023-11.mp4	Finance / Documents	2.7 GB	190.0 MB	2	21 Feb 2025	eve.sinclair@northwindtraders.example
Northwind Traders	Projects/Photos 2024-06.zip	Finance / Documents	2.6 GB	189.8 MB	2	10 Nov 2024	carl.jensen@northwindtraders.example
Northwind Traders	Year end/Recording 2023-11.mp4	Clients / Documents	2.5 GB	175.9 MB	2	26 Oct 2025	ann.patel@northwindtraders.example
Northwind Traders	Engagement letters/Scans 2019-01.zip	Clients / Documents	2.4 GB	171.8 MB	2	27 Oct 2023	carl.jensen@northwindtraders.example
Northwind Traders	Archive/Recording 2023-11.mp4	Operations / Documents	2.2 GB	158.2 MB	2	27 Mar 2026	ann.patel@northwindtraders.example
Northwind Traders	Projects/Photos 2024-06.zip	Operations / Documents	2.2 GB	158.0 MB	2	16 May 2023	carol.mendes@northwindtraders.example
Northwind Traders	Archive/Photos 2024-06.zip	Finance / Documents	1.9 GB	138.0 MB	2	22 Jun 2023	carol.mendes@northwindtraders.example
Northwind Traders	Payroll/Scans 2019-01.zip	Clients / Documents	1.9 GB	137.6 MB	2	19 Aug 2025	carl.jensen@northwindtraders.example

Client	File	Location	Size	Older versions	Version	Last change	Changed by
Northwind Traders	Projects/Recording 2023-11.mp4	Marketing / Documents	1.9 GB	137.6 MB	2	27 Apr 2026	ann.patel@northwindtraders.example
Northwind Traders	Year end/Photos 2024-06.zip	Clients / Documents	1.8 GB	127.7 MB	2	15 Aug 2026	eve.sinclair@northwindtraders.example

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