

All clients



PREPARED BY
Harbour IT

DATE
14 Oct 2026

DATA COLLECTED
14 Oct 2026, 04:00 UTC

MICROSOFT 365 TENANT
3 clients

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: 35 of 300 rows, Version is 4, 1 column hidden. The headline figures cover every row.

Largest files 35

Size includes older versions.

Client	File	Size	Older versions	Version	Last change	Changed by
Contoso Legal LLP	Client files/Export 2020-08.zip	3.7 GB	264.1 MB	4	26 Apr 2026	carl.ashworth@contoso.example
Contoso Legal LLP	Engagement letters/Export 2020-08.zip	2.7 GB	192.0 MB	4	11 Jun 2023	eve.lambert@contoso.example
Contoso Legal LLP	Client files/Recording 2021-03.mp4	2.5 GB	177.5 MB	4	4 Aug 2025	carl.ashworth@contoso.example
Contoso Legal LLP	Payroll/Export 2020-08.zip	2.1 GB	153.7 MB	4	14 Jan 2024	annabel.fraser@contoso.example
Contoso Legal LLP	Projects/Export 2020-08.zip	1.8 GB	132.0 MB	4	22 Oct 2025	eve.lambert@contoso.example
Contoso Legal LLP	Engagement letters/Recording 2021-03.mp4	1.8 GB	129.0 MB	4	8 Jul 2023	eve.lambert@contoso.example
Contoso Legal LLP	Projects/Export 2020-08.zip	1.5 GB	110.5 MB	4	9 Apr 2023	annabel.fraser@contoso.example
Contoso Legal LLP	Payroll/Recording 2021-03.mp4	1.4 GB	103.3 MB	4	20 Jul 2024	annabel.fraser@contoso.example
Contoso Legal LLP	Archive/Export 2020-08.zip	1.3 GB	96.0 MB	4	26 Jul 2023	annabel.fraser@contoso.example
Contoso Legal LLP	Year end/Export 2020-08.zip	1.2 GB	88.8 MB	4	23 Mar 2026	annabel.fraser@contoso.example
Contoso Legal LLP	Projects/Recording 2021-03.mp4	1.2 GB	88.7 MB	4	17 Oct 2023	carl.ashworth@contoso.example

Client	File	Size	Older versions	Version	Last change	Changed by
Contoso Legal LLP	Archive/Export 2020-08.zip	1.1 GB	80.3 MB	4	11 Feb 2023	annabel.fraser@contoso.example
Fabrikam Dental Group	X-rays 2019/Export 2019-08.zip	12.7 GB	912.4 MB	4	19 Apr 2025	caroline.reyes@fabrikam.example
Fabrikam Dental Group	X-rays 2020/Export 2020-08.zip	9.3 GB	663.2 MB	4	24 Nov 2024	carl.svensson@fabrikam.example
Fabrikam Dental Group	Consent forms/Export 2020-08.zip	8.7 GB	622.5 MB	4	19 Oct 2023	anna.kowalski@fabrikam.example
Fabrikam Dental Group	X-rays 2019/Recording 2019-03.mp4	8.6 GB	613.2 MB	4	4 Jun 2024	caroline.reyes@fabrikam.example
Fabrikam Dental Group	Treatment plans/Export 2020-08.zip	6.3 GB	452.5 MB	4	8 May 2025	evelyn.shaw@fabrikam.example
Fabrikam Dental Group	X-rays 2020/Recording 2020-03.mp4	6.2 GB	445.8 MB	4	28 Jul 2024	carl.svensson@fabrikam.example
Fabrikam Dental Group	Consent forms/Recording 2021-03.mp4	5.8 GB	418.4 MB	4	11 May 2026	carl.svensson@fabrikam.example
Fabrikam Dental Group	Correspondence/Export 2020-08.zip	5.1 GB	362.4 MB	4	11 Oct 2023	evelyn.shaw@fabrikam.example
Fabrikam Dental Group	CBCT scans/Export 2020-08.zip	4.3 GB	306.9 MB	4	29 Feb 2024	carl.svensson@fabrikam.example
Fabrikam Dental Group	Treatment plans/Recording 2021-03.mp4	4.2 GB	304.1 MB	4	11 Nov 2024	anna.kowalski@fabrikam.example
Fabrikam Dental Group	Rotas/Export 2020-08.zip	4.0 GB	284.3 MB	4	15 Nov 2023	anna.kowalski@fabrikam.example
Northwind Traders	Client files/Export 2020-08.zip	6.1 GB	436.9 MB	4	4 Aug 2026	eve.sinclair@northwindtraders.example
Northwind Traders	Engagement letters/Export 2020-08.zip	4.4 GB	317.6 MB	4	22 Jul 2026	eve.sinclair@northwindtraders.example
Northwind Traders	Client files/Recording 2021-03.mp4	4.1 GB	293.7 MB	4	24 Jun 2026	carol.mendes@northwindtraders.example
Northwind Traders	Payroll/Export 2020-08.zip	3.5 GB	254.4 MB	4	5 Dec 2022	carl.jensen@northwindtraders.example
Northwind Traders	Projects/Export 2020-08.zip	3.0 GB	218.5 MB	4	13 Aug 2026	ann.patel@northwindtraders.example
Northwind Traders	Engagement letters/Recording 2021-03.mp4	3.0 GB	213.5 MB	4	19 Apr 2023	ann.patel@northwindtraders.example
Northwind Traders	Projects/Export 2020-08.zip	2.5 GB	181.9 MB	4	22 Sep 2025	carl.jensen@northwindtraders.example
Northwind Traders	Payroll/Recording 2021-03.mp4	2.4 GB	171.0 MB	4	9 May 2025	ann.patel@northwindtraders.example
Northwind Traders	Archive/Export 2020-08.zip	2.2 GB	158.8 MB	4	27 Sep 2023	eve.sinclair@northwindtraders.example
Northwind Traders	Year end/Export 2020-08.zip	2.1 GB	147.0 MB	4	9 Dec 2025	carl.jensen@northwindtraders.example
Northwind Traders	Projects/Recording 2021-03.mp4	2.0 GB	146.8 MB	4	30 Jan 2026	carl.jensen@northwindtraders.example

Client	File	Size	Older versions	Version	Last change	Changed by
Northwind Traders	Archive/Export 2020-08.zip	1.8 GB	132.2 MB	4	10 Jul 2024	eve.sinclair@northwindtraders.example

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 14 Oct 2026, 04:00 UTC.