

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: 44 of 300 rows, Version is 6, 1 column hidden. The headline figures cover every row.

Largest files 44

Size includes older versions.

Client	File	Size	Older versions	Version	Last change	Changed by
Contoso Legal LLP	Client files/Photos 2022-10.zip	4.2 GB	298.7 MB	6	8 Aug 2026	eve.lambert@contoso.example
Contoso Legal LLP	Engagement letters/Photos 2022-10.zip	3.0 GB	217.1 MB	6	10 Jun 2026	carl.ashworth@contoso.example
Contoso Legal LLP	Client files/Scans 2023-05.zip	3.0 GB	212.1 MB	6	20 Feb 2024	carol.bennett@contoso.example
Contoso Legal LLP	Payroll/Photos 2022-10.zip	2.4 GB	173.9 MB	6	19 Feb 2026	eve.lambert@contoso.example
Contoso Legal LLP	Engagement letters/Scans 2023-05.zip	2.2 GB	154.2 MB	6	19 Dec 2025	carol.bennett@contoso.example
Contoso Legal LLP	Projects/Photos 2022-10.zip	2.1 GB	149.3 MB	6	24 Aug 2024	eve.lambert@contoso.example
Contoso Legal LLP	Projects/Photos 2022-10.zip	1.7 GB	125.0 MB	6	28 Feb 2026	annabel.fraser@contoso.example
Contoso Legal LLP	Payroll/Scans 2023-05.zip	1.7 GB	123.5 MB	6	11 Oct 2024	annabel.fraser@contoso.example
Contoso Legal LLP	Archive/Photos 2022-10.zip	1.5 GB	108.6 MB	6	19 Sep 2022	annabel.fraser@contoso.example
Contoso Legal LLP	Projects/Scans 2023-05.zip	1.5 GB	106.1 MB	6	29 Dec 2024	carl.ashworth@contoso.example
Contoso Legal LLP	Year end/Photos 2022-10.zip	1.4 GB	100.5 MB	6	24 Sep 2022	carol.bennett@contoso.example

Client	File	Size	Older versions	Version	Last change	Changed by
Contoso Legal LLP	Archive/Photos 2022-10.zip	1.3 GB	90.8 MB	6	11 Jun 2026	carl.ashworth@contoso.example
Contoso Legal LLP	Projects/Scans 2023-05.zip	1.2 GB	88.7 MB	6	25 Oct 2024	carol.bennett@contoso.example
Contoso Legal LLP	Projects/Photos 2022-10.zip	1.1 GB	79.6 MB	6	12 Apr 2024	carl.ashworth@contoso.example
Contoso Legal LLP	Archive/Scans 2023-05.zip	1.1 GB	77.1 MB	6	8 Oct 2022	annabel.fraser@contoso.example
Fabrikam Dental Group	X-rays 2019/Photos 2019-10.zip	14.4 GB	1.0 GB	6	27 Sep 2022	anna.kowalski@fabrikam.example
Fabrikam Dental Group	X-rays 2020/Photos 2020-10.zip	10.5 GB	750.2 MB	6	1 May 2023	carl.svensson@fabrikam.example
Fabrikam Dental Group	X-rays 2019/Scans 2019-05.zip	10.2 GB	732.9 MB	6	27 Jun 2026	evelyn.shaw@fabrikam.example
Fabrikam Dental Group	Consent forms/Photos 2022-10.zip	9.8 GB	704.1 MB	6	16 Dec 2022	caroline.reyes@fabrikam.example
Fabrikam Dental Group	X-rays 2020/Scans 2020-05.zip	7.4 GB	532.8 MB	6	11 Jan 2025	evelyn.shaw@fabrikam.example
Fabrikam Dental Group	Treatment plans/Photos 2022-10.zip	7.1 GB	511.8 MB	6	2 Mar 2025	caroline.reyes@fabrikam.example
Fabrikam Dental Group	Consent forms/Scans 2023-05.zip	7.0 GB	500.0 MB	6	19 Aug 2025	carl.svensson@fabrikam.example
Fabrikam Dental Group	Correspondence/Photos 2022-10.zip	5.7 GB	410.0 MB	6	21 Oct 2024	carl.svensson@fabrikam.example
Fabrikam Dental Group	Treatment plans/Scans 2023-05.zip	5.1 GB	363.5 MB	6	25 Mar 2026	carl.svensson@fabrikam.example
Fabrikam Dental Group	CBCT scans/Photos 2022-10.zip	4.8 GB	347.2 MB	6	22 Apr 2025	caroline.reyes@fabrikam.example
Fabrikam Dental Group	Rotas/Photos 2022-10.zip	4.5 GB	321.6 MB	6	15 Jul 2025	evelyn.shaw@fabrikam.example
Fabrikam Dental Group	Correspondence/Scans 2023-05.zip	4.1 GB	291.1 MB	6	2 Apr 2026	caroline.reyes@fabrikam.example
Fabrikam Dental Group	Referral images/Photos 2022-10.zip	3.9 GB	278.1 MB	6	31 Mar 2023	caroline.reyes@fabrikam.example
Fabrikam Dental Group	Intraoral photos/Photos 2022-10.zip	3.5 GB	252.4 MB	6	17 Aug 2025	caroline.reyes@fabrikam.example
Northwind Traders	Client files/Photos 2022-10.zip	6.9 GB	494.2 MB	6	13 Dec 2022	carl.jensen@northwindtraders.example
Northwind Traders	Engagement letters/Photos 2022-10.zip	5.0 GB	359.3 MB	6	15 Sep 2025	carl.jensen@northwindtraders.example
Northwind Traders	Client files/Scans 2023-05.zip	4.9 GB	351.0 MB	6	16 Dec 2023	carl.jensen@northwindtraders.example
Northwind Traders	Payroll/Photos 2022-10.zip	4.0 GB	287.7 MB	6	25 Jul 2024	ann.patel@northwindtraders.example
Northwind Traders	Engagement letters/Scans 2023-05.zip	3.6 GB	255.1 MB	6	3 May 2026	eve.sinclair@northwindtraders.example

Client	File	Size	Older versions	Version	Last change	Changed by
Northwind Traders	Projects/Photos 2022-10.zip	3.4 GB	247.1 MB	6	24 May 2023	eve.sinclair@northwindtraders.example
Northwind Traders	Projects/Photos 2022-10.zip	2.9 GB	205.8 MB	6	4 Nov 2022	eve.sinclair@northwindtraders.example
Northwind Traders	Payroll/Scans 2023-05.zip	2.9 GB	204.3 MB	6	30 Apr 2023	carol.mendes@northwindtraders.example
Northwind Traders	Archive/Photos 2022-10.zip	2.5 GB	179.6 MB	6	16 Jan 2025	ann.patel@northwindtraders.example
Northwind Traders	Projects/Scans 2023-05.zip	2.4 GB	175.5 MB	6	29 Aug 2023	ann.patel@northwindtraders.example
Northwind Traders	Year end/Photos 2022-10.zip	2.3 GB	166.3 MB	6	18 May 2025	ann.patel@northwindtraders.example
Northwind Traders	Archive/Photos 2022-10.zip	2.1 GB	149.6 MB	6	25 Oct 2022	eve.sinclair@northwindtraders.example
Northwind Traders	Projects/Scans 2023-05.zip	2.0 GB	146.1 MB	6	9 May 2025	eve.sinclair@northwindtraders.example
Northwind Traders	Projects/Photos 2022-10.zip	1.8 GB	130.1 MB	6	31 Mar 2026	carl.jensen@northwindtraders.example
Northwind Traders	Archive/Scans 2023-05.zip	1.8 GB	127.6 MB	6	19 Feb 2025	carol.mendes@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.