SHAREPOINT STORAGE: LARGEST FOLDERS

All clients

Harbour IT

PREPARED BY
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DATE
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CLIENTS
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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 folders: 12 of 81 rows, Folder is Archive. The headline figures cover every row.

Largest folders 12

Size includes every version of every file inside. Folders inside a listed folder can appear too.

Client	Folder	Location	Size	Files	Share of library
Contoso Legal LLP	Archive	Finance / Documents	15.4 GB	4,825	24%
Contoso Legal LLP	Archive	Operations / Documents	12.9 GB	3,086	24%
Contoso Legal LLP	Archive	Marketing / Documents	8.2 GB	4,377	24%
Contoso Legal LLP	Archive	Staff Intranet / Documents	6.6 GB	7,706	24%
Fabrikam Dental Group	Archive	Finance / Documents	24.5 GB	7,627	24%
Fabrikam Dental Group	Archive	Old Projects / Documents	15.9 GB	3,179	24%
Fabrikam Dental Group	Archive	Marketing / Documents	15.7 GB	7,935	24%
Fabrikam Dental Group	Archive	Staff Intranet / Documents	9.5 GB	962	24%
Northwind Traders	Archive	Finance / Documents	25.5 GB	7,858	24%
Northwind Traders	Archive	Operations / Documents	21.2 GB	7,405	24%

Client	Folder	Location	Size	Files	Share of library
Northwind Traders	Archive	Marketing / Documents	13.4 GB	8,397	24%
Northwind Traders	Archive	Staff Intranet / Documents	10.7 GB	2,015	24%

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