

All clients

PREPARED BY	DATE	DATA COLLECTED	MICROSOFT 365 TENANT
Harbour IT	14 Oct 2026	14 Oct 2026, 04:00 UTC	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 folders: 5 of 81 rows, Location is Imaging Archive / Documents, 1 column hidden. The headline figures cover every row.

Largest folders 5

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

Client	Folder	Size	Files	Share of library
Fabrikam Dental Group	X-rays 2019	183.6 GB	6,285	42%
Fabrikam Dental Group	X-rays 2020	106.5 GB	2,663	24%
Fabrikam Dental Group	CBCT scans	61.8 GB	4,378	14%
Fabrikam Dental Group	Referral images	49.5 GB	2,226	11%
Fabrikam Dental Group	Intraoral photos	35.8 GB	437	8%

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.