

All clients



PREPARED BY	DATE	DATA COLLECTED	MICROSOFT 365 TENANT
Harbour IT	13 Oct 2026	12 Oct 2026, 17:16 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. Libraries: 1 of 23 rows, Library is Practice Management / Documents, 1 column hidden. The headline figures cover every row.

Libraries 1

Every document library, largest first. Preservation Hold libraries hold copies kept by retention policies.

Client	Library	Size	Current files	Older versions	Files	Highest version
Fabrikam Dental Group	Practice Management / Documents	176.8 GB	155.7 GB	21.1 GB	58	1184

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 12 Oct 2026, 17:16 UTC.