

All clients

PREPARED BY
Harbour IT

DATE
14 Oct 2026

DATA COLLECTED
14 Oct 2026, 04:00 UTC

MICROSOFT 365 TENANT
3 clients

Storage and growth, inactive sites, and which sites are shared outside.

Sites shared outside the organisation 8 8 to review

Sharing links on each site, from Microsoft's count. Anyone links open without signing in. The Shared files report lists the files behind them. Microsoft's figures as of 2026-10-12.

Flag	Client	Site	Anyone links	Guest links	Organisation links	External sharing on	Last activity
● High	Contoso Legal LLP	https://contoso.sharepoint.com/sites/marketing	2	0	3	Yes	14 Oct 2026
● Medium	Contoso Legal LLP	https://contoso.sharepoint.com/sites/clients	0	1	3	Yes	13 Oct 2026
● Medium	Contoso Legal LLP	https://contoso.sharepoint.com/sites/finance	0	1	3	Yes	14 Oct 2026
● High	Fabrikam Dental Group	https://fabrikam.sharepoint.com/sites/marketing	2	0	3	Yes	13 Oct 2026
● Medium	Fabrikam Dental Group	https://fabrikam.sharepoint.com/sites/finance	0	1	3	Yes	10 Oct 2026
● High	Northwind Traders	https://northwindtraders.sharepoint.com/sites/marketing	2	0	3	Yes	14 Oct 2026
● Medium	Northwind Traders	https://northwindtraders.sharepoint.com/sites/clients	0	1	3	Yes	14 Oct 2026
● Medium	Northwind Traders	https://northwindtraders.sharepoint.com/sites/finance	0	1	3	Yes	14 Oct 2026

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.