

Fabrikam Dental Group



PREPARED BY
Harbour IT

DATE
12 Oct 2026

DATA COLLECTED
12 Oct 2026, 04:00 UTC

MICROSOFT 365 TENANT
fabrikam.onmicrosoft.com

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

Sites
7
plus 0 system sites

Storage used
1.28 TB
+50.9 GB in 30 days



Anyone links
2
No sign-in needed to open

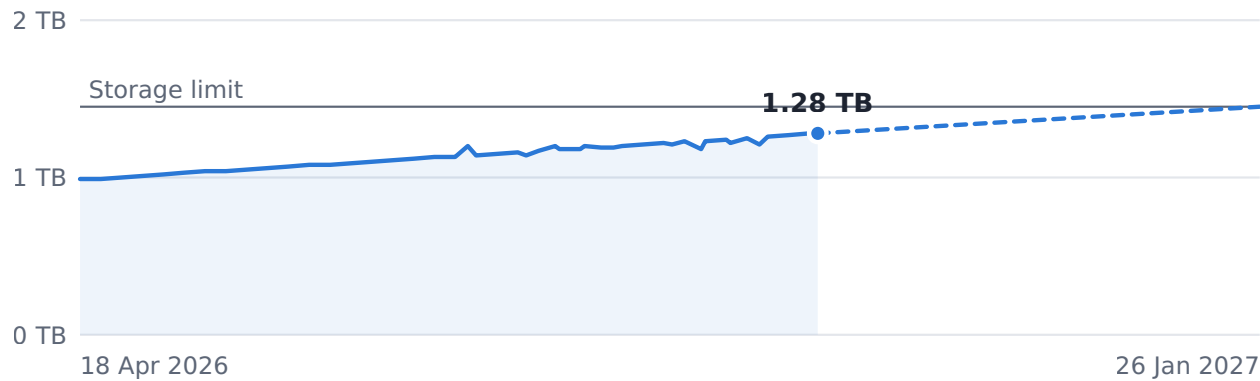


Guest links
1
Shared with named people outside



Inactive sites
1
No activity in 90 days

SharePoint storage over time



Sites shared outside the organisation 2 2 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 2026-10-10.

Flag	Site	Anyone links	Guest links	Organisation links	External sharing on	Last activity
● High	https://fabrikam.sharepoint.com/sites/marketing	2	0	3	Yes	11 Oct 2026
● Medium	https://fabrikam.sharepoint.com/sites/finance	0	1	3	Yes	8 Oct 2026

Inactive sites 1

Sites nobody has used in 90 days. Archive or delete them, or confirm someone still owns the content.

Flag	Site	Type	Owner	Last activity	Storage	Files
● Low	https://fabrikam.sharepoint.com/sites/old-projects	Communication site	anna.kowalski@fabrikam.example	28 Aug 2025	65.3 GB	10

All sites 7

Largest first.

Largest sites

https://fabrikam.sharepoint.com/sites/imaging		483.2 GB
https://fabrikam.sharepoint.com/sites/patient-records		352.6 GB
https://fabrikam.sharepoint.com/sites/practice		182.8 GB
https://fabrikam.sharepoint.com/sites/finance		117.5 GB
https://fabrikam.sharepoint.com/sites/marketing		65.3 GB
https://fabrikam.sharepoint.com/sites/old-projects		65.3 GB
https://fabrikam.sharepoint.com/sites/intranet		39.2 GB

Site	Type	Owner	Storage	30-day change	Files	Last activity	External sharing on
https://fabrikam.sharepoint.com/sites/imaging	Team site (no group)	anna.kowalski@fabrikam.example	483.2 GB	+25.1 GB	10	12 Oct 2026	Unknown
https://fabrikam.sharepoint.com/sites/patient-records	Group or Team site	anna.kowalski@fabrikam.example	352.6 GB	+18.3 GB	10	11 Oct 2026	Unknown
https://fabrikam.sharepoint.com/sites/practice	Group or Team site	anna.kowalski@fabrikam.example	182.8 GB	+9.5 GB	10	11 Oct 2026	Unknown
https://fabrikam.sharepoint.com/sites/finance	Group or Team site	anna.kowalski@fabrikam.example	117.5 GB	+6.1 GB	10	8 Oct 2026	Yes
https://fabrikam.sharepoint.com/sites/marketing	Group or Team site	anna.kowalski@fabrikam.example	65.3 GB	+3.4 GB	10	11 Oct 2026	Yes
https://fabrikam.sharepoint.com/sites/old-projects	Communication site	anna.kowalski@fabrikam.example	65.3 GB	+3.4 GB	10	28 Aug 2025	Unknown
https://fabrikam.sharepoint.com/sites/intranet	Communication site	anna.kowalski@fabrikam.example	39.2 GB	+2.0 GB	10	12 Oct 2026	Unknown

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, 04:00 UTC.