

Fabrikam Dental Group



PREPARED BY

Harbour IT

DATE

17 Oct 2026

DATA COLLECTED

17 Oct 2026, 04:00 UTC

MICROSOFT 365 TENANT

fabrikam.onmicrosoft.com

Everything collected about the SharePoint site <https://fabrikam.sharepoint.com/sites/practice>.

Needs attention

0

Nothing to do

Storage

182.8 GB

No limit of its own

Sharing

Inside only

From Microsoft's link counts

Team

Practice Management

Its members can open the site

Last activity

16 Oct 2026

Active

Needs attention 0

Nothing needs attention.

Site 5

Detail	Value
Address	https://fabrikam.sharepoint.com/sites/practice
Type	Group or Team site
Primary owner	anna.kowalski@fabrikam.example
Template	Group
Libraries	1

Storage and growth 7

Detail	Value
Storage used	182.8 GB
Site limit	None of its own: it uses the client's SharePoint storage
Current files	155.7 GB (85% of the site)
Older versions of files	21.1 GB (12% of the site)
Recycle bin	6.0 GB (3% of the site)
Files untouched for two years	106.0 GB (58% of the site)
Files	10

Storage by month 2

The last collection of each month.

Month	Storage	Change
October 2026	182.8 GB	+9.5 GB
September 2026	173.3 GB	–

Libraries 1

Every document library on the site, largest first.

Library	Size	Current files	Older versions	Files	Last change
Documents	176.8 GB	155.7 GB	21.1 GB	58	17 Oct 2026

Largest files 10

Size includes older versions.

File	Library	Size	Older versions	Last change
Practice database backup.bak	Documents	31.0 GB	0 bytes	19 Jul 2024
Rotas/Rotas archive.zip	Documents	10.3 GB	0 bytes	30 Apr 2024
Appointment book.xlsx	Documents	9.6 GB	9.6 GB	17 Oct 2026
Rotas/Export 2024-12.zip	Documents	5.0 GB	358.9 MB	14 Oct 2026
Rotas/Recording 2023-11.mp4	Documents	4.7 GB	340.2 MB	16 Sep 2025
Rotas/Photos 2022-10.zip	Documents	4.5 GB	321.6 MB	18 Jul 2025
Rotas/Scans 2021-09.zip	Documents	4.2 GB	302.9 MB	10 Oct 2025
Rotas/Rotas export.pst	Documents	4.0 GB	0 bytes	13 Oct 2023
Rotas/Export 2020-08.zip	Documents	4.0 GB	284.3 MB	18 Nov 2023
Rotas/Recording 2019-07.mp4	Documents	3.7 GB	265.6 MB	29 Jan 2023

Sharing 7

Detail	Value
External sharing	Off
Anyone links	0
Links for people outside	0
Links for the whole organisation	3
Links for named people inside	0
Sensitivity label	None
Unmanaged devices	Full access

Files shared from this site 2

From the last Shared files scan: files and folders shared with anyone, people outside or the whole organisation.

File or folder	Library	Shared with	Can edit	Last modified
Policies/Safeguarding policy.pdf	Documents	The whole organisation	No	20 Aug 2026
Rotas (folder)	Documents	The whole organisation	No	4 Oct 2026

Team 6

Detail	Value
Group	Practice Management
Type	Team
Visibility	Private
Owners	1
Members	10
Guests	0

Activity 4

Detail	Value
Last activity	16 Oct 2026
Files used in the last 30 days	2
Page views in the last 30 days	4
Last file change	17 Oct 2026

Open findings 2

Flag	Check	Detail	First seen
Low	Every site has at least two owners	One owner (Microsoft 365 group)	12 Sep 2026
Low	SharePoint storage isn't nearly full	182.8 GB, of which 6.0 GB in the recycle bin and 21.1 GB older versions	17 Oct 2026

History 0

No changes recorded yet.

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 17 Oct 2026, 04:00 UTC.