

How to recover deleted files in Sharepoint ?

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When you delete items from a document library or list in Microsoft Teams or SharePoint, they aren't immediately removed. Deleted items go into the SharePoint site recycle bin for a period of time or until they are emptied from the recycle bin.

NOTE: Deleted items are retained in recycle bins for 93 days unless manually deleted before the completion of this retention period from recycle bin

The steps to recover deleted items are as follows :

Go to the SharePoint site that the items were deleted from. (In Microsoft Teams, from the Files tab at the top of your channel, select More > Open in SharePoint.

On the right side, Click on settings wheel -> site settings-> recycle bin

On the Recycle bin page, click the box to the left of the items you want to restore and Click Restore.