ALL USERS: EVERY ACCOUNT

All clients

Harbour IT

PREPARED BY
Harbour IT

DATE
29 Nov 2026

CLIENTS
3

Every account with its department, job title, manager, licences and last sign-in, its managers and departments, and accounts reporting to a blocked manager.

Filtered view. Every account: 45 of 134 rows, Client is Northwind Traders. The headline figures cover every row.

Every account 45 1 to review

Every member and guest account. Accounts that report to someone whose sign-in is blocked are flagged: the manager has usually left, so approvals and HR records go nowhere.

Flag	Client	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	Northwind Traders	aaron.watson@northwindtraders.example	Aaron Watson	Member	Allowed	Finance	Accountant	Thomas Clarke	Microsoft 365 Business Premium	Cloud	6 Nov 2026	28 Nov 2026
	Northwind Traders	accounts@northwindtraders.example	Accounts	Member	Blocked	–	–	–	–	Cloud	4 Mar 2024	Never
	Northwind Traders	alfie.roberts@northwindtraders.example	Alfie Roberts	Member	Allowed	Customer Service	Customer service adviser	Grace Taylor	Microsoft 365 Business Premium	Cloud	29 Dec 2023	17 Nov 2026
	Northwind Traders	alfie.scott@northwindtraders.example	Alfie Scott	Member	Allowed	Operations	Operations coordinator	Hannah Robinson	Microsoft 365 Business Basic	Cloud	18 Apr 2024	23 Nov 2026

Flag	Client	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	Northwind Traders	amelia.watson@northwindtraders.example	Amelia Watson	Member	Allowed	Marketing	Marketing executive	Megan Lee	Microsoft 365 Business Premium	Cloud	18 Sep 2025	28 Nov 2026
Medium	Northwind Traders	ann.patel@northwindtraders.example	Ann Patel	Member	Allowed	Sales	Sales lead	Robert Hughes	Microsoft 365 Business Premium	Cloud	–	30 Sep 2026
	Northwind Traders	arthur.evans@northwindtraders.example	Arthur Evans	Member	Allowed	Reception	Receptionist	Olivia Smith	Microsoft 365 Business Premium	Cloud	1 Jul 2024	23 Nov 2026
	Northwind Traders	boardroom@northwindtraders.example	Boardroom	Member	Blocked	–	–	–	–	Cloud	4 Mar 2024	Never
	Northwind Traders	d.mason_mason-legal.example#EXT#@northwindtraders.onmicrosoft.com	Dana Mason	Guest	Allowed	–	–	–	–	Cloud	22 Oct 2026	Never
	Northwind Traders	ella.baker@northwindtraders.example	Ella Baker	Member	Allowed	Marketing	Marketing executive	Megan Lee	Microsoft 365 Business Premium	Cloud	4 Feb 2024	29 Nov 2026
	Northwind Traders	breakglass@northwindtraders.example	Emergency access	Member	Allowed	–	–	–	–	Cloud	4 Mar 2024	17 Nov 2026
	Northwind Traders	ethan.green@northwindtraders.example	Ethan Green	Member	Allowed	Projects	Project manager	Ruby Taylor	Microsoft 365 Business Premium	Cloud	30 May 2025	29 Nov 2026

Flag	Client	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	Northwind Traders	george.roberts@northwindtraders.example	George Roberts	Member	Allowed	Reception	Receptionist	Olivia Smith	Microsoft 365 Business Premium	Cloud	9 Sep 2023	17 Nov 2026
	Northwind Traders	george.robinson@northwindtraders.example	George Robinson	Member	Allowed	Customer Service	Customer service adviser	Grace Taylor	Microsoft 365 Business Premium	Cloud	12 Aug 2025	28 Nov 2026
	Northwind Traders	grace.taylor@northwindtraders.example	Grace Taylor	Member	Allowed	Customer Service	Head of Customer Service	Ann Patel	Microsoft 365 Business Premium	Cloud	4 Jun 2026	29 Nov 2026
	Northwind Traders	grace.wilson@northwindtraders.example	Grace Wilson	Member	Allowed	Finance	Accountant	Thomas Clarke	Microsoft 365 Business Premium	Cloud	7 Jan 2026	29 Nov 2026
	Northwind Traders	hannah.patel@northwindtraders.example	Hannah Patel	Member	Allowed	HR	HR adviser	Owen White	Microsoft 365 Business Premium	Cloud	6 Jul 2025	23 Nov 2026
	Northwind Traders	hannah.robinson@northwindtraders.example	Hannah Robinson	Member	Allowed	Operations	Head of Operations	Ann Patel	Microsoft 365 Business Premium	Cloud	27 Feb 2025	26 May 2026
	Northwind Traders	harry.lee@northwindtraders.example	Harry Lee	Member	Allowed	Finance	Accountant	Thomas Clarke	Microsoft 365 Business Premium	Cloud	25 May 2024	29 Nov 2026
	Northwind Traders	accounts_hollis-partners.example#EXT#@northwindtraders.onmicrosoft.com	Hollis & Partners (accounts)	Guest	Allowed	–	–	–	–	Cloud	2 Feb 2026	25 Nov 2026

Flag	Client	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	Northwind Traders	imogen.edwards@northwindtraders.example	Imogen Edwards	Member	Allowed	Operations	Operations coordinator	Hannah Robinson	Microsoft 365 Business Premium	Cloud	24 Nov 2026	27 Nov 2026
	Northwind Traders	info@northwindtraders.example	Info	Member	Blocked	–	–	–	–	Cloud	4 Mar 2024	Never
	Northwind Traders	isla.evans@northwindtraders.example	Isla Evans	Member	Allowed	Customer Service	Customer service adviser	Grace Taylor	Microsoft 365 Business Basic	Cloud	20 Oct 2024	23 Nov 2026
	Northwind Traders	jacob.hughes@northwindtraders.example	Jacob Hughes	Member	Allowed	Projects	Project manager	Ruby Taylor	Microsoft 365 Business Basic	Cloud	16 Oct 2023	29 Nov 2026
	Northwind Traders	j.okafor_brightpath-consulting.example#EXT#@northwindtraders.onmicrosoft.com	Jide Okafor	Guest	Allowed	–	–	–	–	Cloud	22 Jun 2026	1 Aug 2026
	Northwind Traders	leo.evans@northwindtraders.example	Leo Evans	Member	Allowed	Sales	Account manager	Sophie Smith	Microsoft 365 Business Basic	Cloud	25 Oct 2025	29 Nov 2026
	Northwind Traders	leo.morris@northwindtraders.example	Leo Morris	Member	Allowed	Marketing	Marketing executive	Megan Lee	Microsoft 365 Business Premium	Cloud	26 Nov 2024	28 Nov 2026
	Northwind Traders	leo.wright@northwindtraders.example	Leo Wright	Member	Allowed	Sales	Account manager	Sophie Smith	Microsoft 365 Business Premium	Cloud	2 Jan 2025	17 Nov 2026

Flag	Client	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	Northwind Traders	maya.martin@northwindtraders.example	Maya Martin	Member	Allowed	Projects	Project manager	Ruby Taylor	Microsoft 365 Business Premium	Cloud	7 Aug 2024	29 Nov 2026
	Northwind Traders	megan.lee@northwindtraders.example	Megan Lee	Member	Allowed	Marketing	Head of Marketing	Ann Patel	Microsoft 365 Business Premium	Cloud	11 Jul 2026	27 Nov 2026
	Northwind Traders	mia.hughes@northwindtraders.example	Mia Hughes	Member	Allowed	Finance	Accountant	Thomas Clarke	Microsoft 365 Business Premium	Cloud	17 Mar 2025	28 Nov 2026
	Northwind Traders	olivia.scott@northwindtraders.example	Olivia Scott	Member	Allowed	HR	HR adviser	Owen White	Microsoft 365 Business Premium	Cloud	22 Nov 2023	27 Nov 2026
	Northwind Traders	olivia.smith@northwindtraders.example	Olivia Smith	Member	Allowed	Reception	Head of Reception	Ann Patel	Microsoft 365 Business Premium	Cloud	13 Feb 2026	26 Nov 2026
	Northwind Traders	owen.taylor@northwindtraders.example	Owen Taylor	Member	Allowed	HR	HR adviser	Owen White	Microsoft 365 Business Premium	Cloud	13 Sep 2024	29 Nov 2026
	Northwind Traders	owen.white@northwindtraders.example	Owen White	Member	Allowed	HR	Head of HR	Ann Patel	Microsoft 365 Business Basic	Cloud	28 Apr 2026	27 Nov 2026
	Northwind Traders	reception@northwindtraders.example	Reception	Member	Allowed	–	–	–	–	Cloud	4 Mar 2024	Never

Flag	Client	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	Northwind Traders	rhys.clark@northwindtraders.example	Rhys Clark	Member	Allowed	Sales	Account manager	Sophie Smith	Microsoft 365 Business Premium	Cloud	12 Mar 2024	29 Nov 2026
	Northwind Traders	rhys.moore@northwindtraders.example	Rhys Moore	Member	Allowed	Operations	Operations coordinator	Hannah Robinson	Microsoft 365 Business Premium	Cloud	8 Feb 2025	28 Nov 2026
	Northwind Traders	robert.hughes@northwindtraders.example	Robert Hughes	Member	Blocked	–	–	–	Microsoft 365 Business Premium	Cloud	–	Never
	Northwind Traders	ruby.hill@northwindtraders.example	Ruby Hill	Member	Allowed	Reception	Receptionist	Olivia Smith	Microsoft 365 Business Basic	Cloud	23 Apr 2025	23 Nov 2026
	Northwind Traders	ruby.taylor@northwindtraders.example	Ruby Taylor	Member	Allowed	Projects	Head of Projects	Ann Patel	Microsoft 365 Business Premium	Cloud	22 Mar 2026	17 Nov 2026
	Northwind Traders	sam.carter_consultants.example#EXT#@northwindtraders.onmicrosoft.com	Sam Carter (guest)	Guest	Allowed	–	–	–	–	Cloud	15 Oct 2025	Never
	Northwind Traders	sophie.smith@northwindtraders.example	Sophie Smith	Member	Allowed	Sales	Head of Sales	Ann Patel	Microsoft 365 Business Premium	Cloud	21 Oct 2024	11 Mar 2026

Flag	Client	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	Northwind Traders	thomas.clarke@northwindtraders.example	Thomas Clarke	Member	Allowed	Finance	Head of Finance	Ann Patel	Microsoft 365 Business Basic	Cloud	16 Jun 2025	21 Jul 2026
	Northwind Traders	zara.jackson@northwindtraders.example	Zara Jackson	Member	Allowed	Operations	Operations coordinator	Hannah Robinson	Microsoft 365 Business Premium	Cloud	1 Dec 2025	28 Nov 2026

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 29 Nov 2026, 10:48 UTC.