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: 134 of 134 rows, 1 column hidden. The headline figures cover every row.

Every account 134 3 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	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	accounts@contoso.example	Accounts	Member	Blocked	–	–	–	–	Cloud	4 Mar 2024	Never
Medium	annabel.fraser@contoso.example	Annabel Fraser	Member	Allowed	Sales	Sales lead	Bobby Marsh	Microsoft 365 Business Premium, Microsoft Entra ID P2	Cloud	–	30 Sep 2026
	boardroom@contoso.example	Boardroom	Member	Blocked	–	–	–	–	Cloud	4 Mar 2024	Never
	bobby.marsh@contoso.example	Bobby Marsh	Member	Blocked	–	–	–	Microsoft 365 Business Premium, Microsoft Entra ID P2	Cloud	–	Never

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	d.mason_mason-legal.example#EXT#@contoso.onmicrosoft.com	Dana Mason	Guest	Allowed	–	–	–	–	Cloud	22 Oct 2026	Never
	ella.thomas@contoso.example	Ella Thomas	Member	Allowed	Sales	Account manager	Rhys Evans	Microsoft 365 Business Basic, Microsoft Entra ID P2	Cloud	25 Oct 2025	28 Nov 2026
	breakglass@contoso.example	Emergency access	Member	Allowed	–	–	–	–	Cloud	4 Mar 2024	17 Nov 2026
	evie.davis@contoso.example	Evie Davis	Member	Allowed	Operations	Head of Operations	Annabel Fraser	Microsoft 365 Business Premium, Microsoft Entra ID P2	Cloud	23 Sep 2026	29 Nov 2026
	accounts_hollis-partners.example#EXT#@contoso.onmicrosoft.com	Hollis & Partners (accounts)	Guest	Allowed	–	–	–	–	Cloud	2 Feb 2026	25 Nov 2026
	info@contoso.example	Info	Member	Blocked	–	–	–	–	Cloud	4 Mar 2024	Never
	jack.white@contoso.example	Jack White	Member	Allowed	Projects	Project manager	Lily Harrison	Microsoft 365 Business Premium, Microsoft Entra ID P2	Cloud	30 May 2025	29 Nov 2026
	jacob.johnson@contoso.example	Jacob Johnson	Member	Allowed	Customer Service	Head of Customer Service	Annabel Fraser	Microsoft 365 Business Premium, Microsoft Entra ID P2	Cloud	4 Jun 2026	23 Nov 2026
	j.okafor_brightpath-consulting.example#EXT#@contoso.onmicrosoft.com	Jide Okafor	Guest	Allowed	–	–	–	–	Cloud	22 Jun 2026	1 Aug 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	joseph.morris@contoso.example	Joseph Morris	Member	Allowed	Finance	Head of Finance	Annabel Fraser	Microsoft 365 Business Basic, Microsoft Entra ID P2	Cloud	25 Jun 2025	30 Jul 2026
	lily.harrison@contoso.example	Lily Harrison	Member	Allowed	Projects	Head of Projects	Annabel Fraser	Microsoft 365 Business Premium, Microsoft Entra ID P2	Cloud	22 Mar 2026	27 Nov 2026
	megan.smith@contoso.example	Megan Smith	Member	Allowed	Marketing	Head of Marketing	Annabel Fraser	Microsoft 365 Business Premium, Microsoft Entra ID P2	Cloud	11 Jul 2026	28 Nov 2026
	noah.clark@contoso.example	Noah Clark	Member	Allowed	HR	Head of HR	Annabel Fraser	Microsoft 365 Business Basic, Microsoft Entra ID P2	Cloud	28 Apr 2026	28 Nov 2026
	oliver.hill@contoso.example	Oliver Hill	Member	Allowed	Reception	Head of Reception	Annabel Fraser	Microsoft 365 Business Premium, Microsoft Entra ID P2	Cloud	13 Feb 2026	28 Nov 2026
	olivia.ward@contoso.example	Olivia Ward	Member	Allowed	Marketing	Marketing executive	Megan Smith	Microsoft 365 Business Premium, Microsoft Entra ID P2	Cloud	18 Sep 2025	28 Nov 2026
	olivia.wilson@contoso.example	Olivia Wilson	Member	Allowed	Customer Service	Customer service adviser	Jacob Johnson	Microsoft 365 Business Premium, Microsoft Entra ID P2	Cloud	12 Aug 2025	28 Nov 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	owen.taylor@contoso.example	Owen Taylor	Member	Allowed	Finance	Accountant	Joseph Morris	Microsoft 365 Business Premium, Microsoft Entra ID P2	Cloud	7 Jan 2026	29 Nov 2026
	priya.hughes@contoso.example	Priya Hughes	Member	Allowed	Reception	Receptionist	Oliver Hill	Microsoft 365 Business Basic, Microsoft Entra ID P2	Cloud	24 Nov 2026	29 Nov 2026
	reception@contoso.example	Reception	Member	Allowed	–	–	–	–	Cloud	4 Mar 2024	Never
	rhys.evans@contoso.example	Rhys Evans	Member	Allowed	Sales	Head of Sales	Annabel Fraser	Microsoft 365 Business Premium, Microsoft Entra ID P2	Cloud	17 Aug 2026	23 Nov 2026
	sam.carter_consultants.example#EXT#@contoso.onmicrosoft.com	Sam Carter (guest)	Guest	Allowed	–	–	–	–	Cloud	15 Oct 2025	Never
	sophie.taylor@contoso.example	Sophie Taylor	Member	Allowed	Operations	Operations coordinator	Evie Davis	Microsoft 365 Business Premium, Microsoft Entra ID P2	Cloud	1 Dec 2025	27 Nov 2026
	william.allen@contoso.example	William Allen	Member	Allowed	Finance	Accountant	Joseph Morris	Microsoft 365 Business Premium, Microsoft Entra ID P2	Cloud	15 Nov 2026	29 Nov 2026
	william.clark@contoso.example	William Clark	Member	Allowed	HR	HR adviser	Noah Clark	Microsoft 365 Business Premium, Microsoft Entra ID P2	Cloud	6 Jul 2025	29 Nov 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	aaron.smith@fabrikam.example	Aaron Smith	Member	Allowed	Marketing	Head of Marketing	Anna Kowalski	Microsoft 365 Business Premium	Cloud	28 Nov 2024	10 Jun 2026
	accounts@fabrikam.example	Accounts	Member	Blocked	–	–	–	–	Cloud	4 Mar 2024	Never
	aisha.brown@fabrikam.example	Aisha Brown	Member	Allowed	Operations	Head of Operations	Anna Kowalski	Microsoft 365 Business Premium	Cloud	26 Jan 2025	24 Apr 2026
	amelia.jackson@fabrikam.example	Amelia Jackson	Member	Allowed	Projects	Project manager	Ruby Clark	Microsoft 365 Business Premium	Cloud	30 May 2025	29 Nov 2026
	amelia.khan@fabrikam.example	Amelia Khan	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Premium	Cloud	27 Jun 2023	29 Nov 2026
● Medium	anna.kowalski@fabrikam.example	Anna Kowalski	Member	Allowed	Sales	Sales lead	Ben Okafor	Microsoft 365 Business Premium	Cloud	–	30 Sep 2026
	arthur.lee@fabrikam.example	Arthur Lee	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Basic	Cloud	18 Apr 2024	26 Nov 2026
	arthur.williams@fabrikam.example	Arthur Williams	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Premium	Cloud	4 Feb 2024	29 Nov 2026
	ava.jackson@fabrikam.example	Ava Jackson	Member	Allowed	Customer Service	Customer service adviser	Rhys Walker	Microsoft 365 Business Premium	Cloud	29 Dec 2023	26 Nov 2026
	ava.moore@fabrikam.example	Ava Moore	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Premium	Cloud	2 Jan 2025	26 Nov 2026
	ava.thomas@fabrikam.example	Ava Thomas	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	Cloud	7 Jan 2026	23 Nov 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	ben.okafor@fabrikam.example	Ben Okafor	Member	Blocked	–	–	–	Microsoft 365 Business Premium	Cloud	–	Never
	boardroom@fabrikam.example	Boardroom	Member	Blocked	–	–	–	–	Cloud	4 Mar 2024	Never
	callum.turner@fabrikam.example	Callum Turner	Member	Allowed	HR	HR adviser	Noah Wood	Microsoft 365 Business Premium	Cloud	30 Jan 2023	29 Nov 2026
	chloe.jackson@fabrikam.example	Chloe Jackson	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Premium	Cloud	12 Nov 2021	26 Nov 2026
	lab_dentlab-uk.example#EXT#@fabrikam.onmicrosoft.com	DentLab UK	Guest	Allowed	–	–	–	–	Cloud	23 Apr 2026	20 Nov 2026
	ella.evans@fabrikam.example	Ella Evans	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	Cloud	19 Dec 2021	26 Nov 2026
	ella.hughes@fabrikam.example	Ella Hughes	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Premium	Cloud	18 Sep 2025	29 Nov 2026
	breakglass@fabrikam.example	Emergency access	Member	Allowed	–	–	–	–	Cloud	4 Mar 2024	17 Nov 2026
	ethan.jones@fabrikam.example	Ethan Jones	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Premium	Cloud	21 May 2023	17 Nov 2026
	freya.evans@fabrikam.example	Freya Evans	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Premium	Cloud	12 Mar 2024	17 Nov 2026
	george.baker@fabrikam.example	George Baker	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Premium	Cloud	1 Jul 2024	26 Nov 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	george.walker@fabrikam.example	George Walker	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Basic	Cloud	25 Oct 2025	27 Nov 2026
	george.williams@fabrikam.example	George Williams	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	Cloud	17 Mar 2025	28 Nov 2026
	henry.roberts@fabrikam.example	Henry Roberts	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Premium	Cloud	4 Sep 2022	23 Nov 2026
	info@fabrikam.example	Info	Member	Blocked	–	–	–	–	Cloud	4 Mar 2024	Never
	isla.scott@fabrikam.example	Isla Scott	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Premium	Cloud	26 Nov 2024	29 Nov 2026
	jack.lee@fabrikam.example	Jack Lee	Member	Allowed	Sales	Head of Sales	Anna Kowalski	Microsoft 365 Business Premium	Cloud	3 Mar 2025	22 Jul 2026
	jack.roberts@fabrikam.example	Jack Roberts	Member	Allowed	HR	HR adviser	Noah Wood	Microsoft 365 Business Basic	Cloud	9 Apr 2022	29 Nov 2026
	jack.ward@fabrikam.example	Jack Ward	Member	Allowed	HR	HR adviser	Noah Wood	Microsoft 365 Business Premium	Cloud	22 Nov 2023	29 Nov 2026
	leo.harrison@fabrikam.example	Leo Harrison	Member	Allowed	HR	HR adviser	Noah Wood	Microsoft 365 Business Premium	Cloud	13 Sep 2024	26 Nov 2026
	lily.khan@fabrikam.example	Lily Khan	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Basic	Cloud	14 Apr 2023	28 Nov 2026
	lily.watson@fabrikam.example	Lily Watson	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Basic	Cloud	11 Oct 2022	28 Nov 2026
	lily.white@fabrikam.example	Lily White	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Premium	Cloud	29 Jul 2022	29 Nov 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	megan.green@fabrikam.example	Megan Green	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	Cloud	3 Aug 2023	29 Nov 2026
	megan.king@fabrikam.example	Megan King	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	Cloud	25 May 2024	28 Nov 2026
	noah.harris@fabrikam.example	Noah Harris	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Premium	Cloud	9 Sep 2023	17 Nov 2026
	noah.wood@fabrikam.example	Noah Wood	Member	Allowed	HR	Head of HR	Anna Kowalski	Microsoft 365 Business Basic	Cloud	31 May 2024	27 Mar 2026
	olivia.taylor@fabrikam.example	Olivia Taylor	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Premium	Cloud	22 Jun 2022	23 Nov 2026
	oscar.smith@fabrikam.example	Oscar Smith	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Basic	Cloud	6 Nov 2026	29 Nov 2026
	owen.khan@fabrikam.example	Owen Khan	Member	Allowed	Projects	Project manager	Ruby Clark	Microsoft 365 Business Basic	Cloud	16 Oct 2023	27 Nov 2026
	owen.patel@fabrikam.example	Owen Patel	Member	Allowed	Projects	Project manager	Ruby Clark	Microsoft 365 Business Premium	Cloud	3 Mar 2022	26 Nov 2026
	owen.robinson@fabrikam.example	Owen Robinson	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Premium	Cloud	24 Nov 2026	29 Nov 2026
	owen.scott@fabrikam.example	Owen Scott	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Premium	Cloud	8 Feb 2025	28 Nov 2026
	owen.smith@fabrikam.example	Owen Smith	Member	Allowed	HR	HR adviser	Noah Wood	Microsoft 365 Business Premium	Cloud	6 Jul 2025	29 Nov 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	owen.turner@fabrikam.example	Owen Turner	Member	Allowed	Customer Service	Customer service adviser	Rhys Walker	Microsoft 365 Business Premium	Cloud	16 May 2022	29 Nov 2026
	priya.williams@fabrikam.example	Priya Williams	Member	Allowed	Customer Service	Customer service adviser	Rhys Walker	Microsoft 365 Business Basic	Cloud	20 Oct 2024	28 Nov 2026
	reception@fabrikam.example	Reception	Member	Allowed	–	–	–	–	Cloud	4 Mar 2024	Never
	rhys.hall@fabrikam.example	Rhys Hall	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Basic	Cloud	23 Apr 2025	29 Nov 2026
	rhys.scott@fabrikam.example	Rhys Scott	Member	Allowed	Customer Service	Customer service adviser	Rhys Walker	Microsoft 365 Business Premium	Cloud	8 Mar 2023	29 Nov 2026
	rhys.walker@fabrikam.example	Rhys Walker	Member	Allowed	Customer Service	Head of Customer Service	Anna Kowalski	Microsoft 365 Business Premium	Cloud	18 Nov 2024	23 Jul 2026
	ruby.clark@fabrikam.example	Ruby Clark	Member	Allowed	Projects	Head of Projects	Anna Kowalski	Microsoft 365 Business Premium	Cloud	22 Mar 2026	27 Nov 2026
	ruby.davies@fabrikam.example	Ruby Davies	Member	Allowed	Projects	Project manager	Ruby Clark	Microsoft 365 Business Premium	Cloud	24 Dec 2022	29 Nov 2026
	ruby.wood@fabrikam.example	Ruby Wood	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Premium	Cloud	17 Nov 2022	29 Nov 2026
	sam.carter_consultants.example#EXT#@fabrikam.onmicrosoft.com	Sam Carter (guest)	Guest	Allowed	–	–	–	–	Cloud	15 Oct 2025	Never
	thomas.allen@fabrikam.example	Thomas Allen	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Premium	Cloud	1 Dec 2025	23 Nov 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	thomas.johnson@fabrikam.example	Thomas Johnson	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Premium	Cloud	25 Jan 2022	27 Nov 2026
	thomas.robinson@fabrikam.example	Thomas Robinson	Member	Allowed	Reception	Head of Reception	Anna Kowalski	Microsoft 365 Business Premium	Cloud	13 Feb 2026	29 Nov 2026
	william.lewis@fabrikam.example	William Lewis	Member	Allowed	Customer Service	Customer service adviser	Rhys Walker	Microsoft 365 Business Premium	Cloud	12 Aug 2025	26 Nov 2026
	william.wood@fabrikam.example	William Wood	Member	Allowed	Projects	Project manager	Ruby Clark	Microsoft 365 Business Premium	Cloud	7 Aug 2024	27 Nov 2026
	zara.edwards@fabrikam.example	Zara Edwards	Member	Allowed	Finance	Head of Finance	Anna Kowalski	Microsoft 365 Business Basic	Cloud	22 Jul 2025	26 Aug 2026
	aaron.watson@northwindtraders.example	Aaron Watson	Member	Allowed	Finance	Accountant	Thomas Clarke	Microsoft 365 Business Premium	Cloud	6 Nov 2026	28 Nov 2026
	accounts@northwindtraders.example	Accounts	Member	Blocked	–	–	–	–	Cloud	4 Mar 2024	Never
	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
	alfie.scott@northwindtraders.example	Alfie Scott	Member	Allowed	Operations	Operations coordinator	Hannah Robinson	Microsoft 365 Business Basic	Cloud	18 Apr 2024	23 Nov 2026
	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	ann.patel@northwindtraders.example	Ann Patel	Member	Allowed	Sales	Sales lead	Robert Hughes	Microsoft 365 Business Premium	Cloud	–	30 Sep 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	arthur.evans@northwindtraders.example	Arthur Evans	Member	Allowed	Reception	Receptionist	Olivia Smith	Microsoft 365 Business Premium	Cloud	1 Jul 2024	23 Nov 2026
	boardroom@northwindtraders.example	Boardroom	Member	Blocked	–	–	–	–	Cloud	4 Mar 2024	Never
	d.mason_mason-legal.example#EXT#@northwindtraders.onmicrosoft.com	Dana Mason	Guest	Allowed	–	–	–	–	Cloud	22 Oct 2026	Never
	ella.baker@northwindtraders.example	Ella Baker	Member	Allowed	Marketing	Marketing executive	Megan Lee	Microsoft 365 Business Premium	Cloud	4 Feb 2024	29 Nov 2026
	breakglass@northwindtraders.example	Emergency access	Member	Allowed	–	–	–	–	Cloud	4 Mar 2024	17 Nov 2026
	ethan.green@northwindtraders.example	Ethan Green	Member	Allowed	Projects	Project manager	Ruby Taylor	Microsoft 365 Business Premium	Cloud	30 May 2025	29 Nov 2026
	george.roberts@northwindtraders.example	George Roberts	Member	Allowed	Reception	Receptionist	Olivia Smith	Microsoft 365 Business Premium	Cloud	9 Sep 2023	17 Nov 2026
	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
	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
	grace.wilson@northwindtraders.example	Grace Wilson	Member	Allowed	Finance	Accountant	Thomas Clarke	Microsoft 365 Business Premium	Cloud	7 Jan 2026	29 Nov 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	hannah.patel@northwindtraders.example	Hannah Patel	Member	Allowed	HR	HR adviser	Owen White	Microsoft 365 Business Premium	Cloud	6 Jul 2025	23 Nov 2026
	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
	harry.lee@northwindtraders.example	Harry Lee	Member	Allowed	Finance	Accountant	Thomas Clarke	Microsoft 365 Business Premium	Cloud	25 May 2024	29 Nov 2026
	accounts_hollis-partners.example#EXT#@northwindtraders.onmicrosoft.com	Hollis & Partners (accounts)	Guest	Allowed	–	–	–	–	Cloud	2 Feb 2026	25 Nov 2026
	imogen.edwards@northwindtraders.example	Imogen Edwards	Member	Allowed	Operations	Operations coordinator	Hannah Robinson	Microsoft 365 Business Premium	Cloud	24 Nov 2026	27 Nov 2026
	info@northwindtraders.example	Info	Member	Blocked	–	–	–	–	Cloud	4 Mar 2024	Never
	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
	jacob.hughes@northwindtraders.example	Jacob Hughes	Member	Allowed	Projects	Project manager	Ruby Taylor	Microsoft 365 Business Basic	Cloud	16 Oct 2023	29 Nov 2026
	j.okafor_brightpath-consulting.example#EXT#@northwindtraders.onmicrosoft.com	Jide Okafor	Guest	Allowed	–	–	–	–	Cloud	22 Jun 2026	1 Aug 2026
	leo.evans@northwindtraders.example	Leo Evans	Member	Allowed	Sales	Account manager	Sophie Smith	Microsoft 365 Business Basic	Cloud	25 Oct 2025	29 Nov 2026
	leo.morris@northwindtraders.example	Leo Morris	Member	Allowed	Marketing	Marketing executive	Megan Lee	Microsoft 365 Business Premium	Cloud	26 Nov 2024	28 Nov 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	leo.wright@northwindtraders.example	Leo Wright	Member	Allowed	Sales	Account manager	Sophie Smith	Microsoft 365 Business Premium	Cloud	2 Jan 2025	17 Nov 2026
	maya.martin@northwindtraders.example	Maya Martin	Member	Allowed	Projects	Project manager	Ruby Taylor	Microsoft 365 Business Premium	Cloud	7 Aug 2024	29 Nov 2026
	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
	mia.hughes@northwindtraders.example	Mia Hughes	Member	Allowed	Finance	Accountant	Thomas Clarke	Microsoft 365 Business Premium	Cloud	17 Mar 2025	28 Nov 2026
	olivia.scott@northwindtraders.example	Olivia Scott	Member	Allowed	HR	HR adviser	Owen White	Microsoft 365 Business Premium	Cloud	22 Nov 2023	27 Nov 2026
	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
	owen.taylor@northwindtraders.example	Owen Taylor	Member	Allowed	HR	HR adviser	Owen White	Microsoft 365 Business Premium	Cloud	13 Sep 2024	29 Nov 2026
	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
	reception@northwindtraders.example	Reception	Member	Allowed	–	–	–	–	Cloud	4 Mar 2024	Never
	rhys.clark@northwindtraders.example	Rhys Clark	Member	Allowed	Sales	Account manager	Sophie Smith	Microsoft 365 Business Premium	Cloud	12 Mar 2024	29 Nov 2026
	rhys.moore@northwindtraders.example	Rhys Moore	Member	Allowed	Operations	Operations coordinator	Hannah Robinson	Microsoft 365 Business Premium	Cloud	8 Feb 2025	28 Nov 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	robert.hughes@northwindtraders.example	Robert Hughes	Member	Blocked	–	–	–	Microsoft 365 Business Premium	Cloud	–	Never
	ruby.hill@northwindtraders.example	Ruby Hill	Member	Allowed	Reception	Receptionist	Olivia Smith	Microsoft 365 Business Basic	Cloud	23 Apr 2025	23 Nov 2026
	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
	sam.carter_consultants.example#EXT#@northwindtraders.onmicrosoft.com	Sam Carter (guest)	Guest	Allowed	–	–	–	–	Cloud	15 Oct 2025	Never
	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
	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
	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.