

# All clients



PREPARED BY  
Harbour IT

DATE  
15 Oct 2026

DATA COLLECTED  
15 Oct 2026, 04:00 UTC

MICROSOFT 365 TENANT  
3 clients

Members and guests who haven't signed in for a long time, and old invitations.

**Filtered view.** Inactive members: 3 of 10 rows, Client is Northwind Traders. The headline figures cover every row.

## Inactive members 3 3 to review

Enabled accounts with no sign-in for 90 days, or that have never signed in and were created more than 30 days ago. Admins and licensed accounts first.

By time since last sign-in



| Flag     | Client            | Account                                  | Inactive for        | Last sign-in | Days | Licences                       | Admin roles | Created     | Synced from on-premises |
|----------|-------------------|------------------------------------------|---------------------|--------------|------|--------------------------------|-------------|-------------|-------------------------|
| ● Medium | Northwind Traders | sophie.smith@northwindtraders.example    | 6 to 12 months      | 25 Jan 2026  | 263  | Microsoft 365 Business Premium | –           | 3 Jul 2026  | No                      |
| ● Medium | Northwind Traders | hannah.robinson@northwindtraders.example | 6 to 12 months      | 10 Apr 2026  | 187  | Microsoft 365 Business Premium | –           | 9 Aug 2026  | No                      |
| ● Medium | Northwind Traders | thomas.clarke@northwindtraders.example   | 90 days to 6 months | 5 Jun 2026   | 131  | Microsoft 365 Business Basic   | –           | 15 Sep 2026 | No                      |