

# All clients



PREPARED BY  
Harbour IT

DATE  
14 Oct 2026

DATA COLLECTED  
13 Oct 2026, 04:00 UTC

MICROSOFT 365 TENANT  
3 clients

Every subscription with licences bought, assigned and available, its cost and renewal date, trials and lapsing subscriptions, and who has which licence, directly or by group.

**Filtered view.** Assignment problems: 3 of 6 rows, Group is All Staff, 1 column hidden. The headline figures cover every row.

## Assignment problems 3

Licences that couldn't be assigned, licensed accounts without a usage location, and licences assigned both directly and by a group.

| Flag  | Account                            | Licence                        | Problem               | Group     | What it means                                                                                     | What to do                                           |
|-------|------------------------------------|--------------------------------|-----------------------|-----------|---------------------------------------------------------------------------------------------------|------------------------------------------------------|
| ● Low | annabel.fraser@contoso.example     | Microsoft 365 Business Premium | Directly and by group | All Staff | Removing the account from the group won't remove the licence, which is how leavers keep licences. | Remove the direct assignment so the group manages it |
| ● Low | anna.kowalski@fabrikam.example     | Microsoft 365 Business Premium | Directly and by group | All Staff | Removing the account from the group won't remove the licence, which is how leavers keep licences. | Remove the direct assignment so the group manages it |
| ● Low | ann.patel@northwindtraders.example | Microsoft 365 Business Premium | Directly and by group | All Staff | Removing the account from the group won't remove the licence, which is how leavers keep licences. | Remove the direct assignment so the group manages it |

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 13 Oct 2026, 04:00 UTC.