

# All clients

PREPARED BY  
Harbour IT

DATE  
14 Oct 2026

DATA COLLECTED  
13 Oct 2026, 04:00 UTC

MICROSOFT 365 TENANT  
3 clients

Each team's private and shared channels and who is in them, guests and people from other organisations, the apps added to each team, and teams nobody has used lately.

## Inactive teams 9

3 teams older than 90 days with no activity in the last 90 days (Microsoft's Teams activity report runs a couple of days behind). Ask their owners whether they're still needed; archiving a team in the Teams admin centre keeps its content read-only.

| Flag  | Client                | Team                | Last activity        | Privacy | Channels | Created     |
|-------|-----------------------|---------------------|----------------------|---------|----------|-------------|
| ● Low | Contoso Legal LLP     | Board               | No activity recorded | Private | 1        | 10 Jan 2025 |
| ● Low | Contoso Legal LLP     | Clients             | No activity recorded | Private | 0        | 4 Mar 2024  |
| ● Low | Contoso Legal LLP     | Operations          | No activity recorded | Private | 0        | 4 Mar 2024  |
| ● Low | Fabrikam Dental Group | Board               | No activity recorded | Private | 1        | 10 Jan 2025 |
| ● Low | Fabrikam Dental Group | Patient Records     | No activity recorded | Private | 0        | 4 Mar 2024  |
| ● Low | Fabrikam Dental Group | Practice Management | No activity recorded | Private | 0        | 4 Mar 2024  |
| ● Low | Northwind Traders     | Board               | No activity recorded | Private | 1        | 10 Jan 2025 |
| ● Low | Northwind Traders     | Clients             | No activity recorded | Private | 0        | 4 Mar 2024  |
| ● Low | Northwind Traders     | Operations          | No activity recorded | Private | 0        | 4 Mar 2024  |

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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.