

All clients

PREPARED BY	DATE	DATA COLLECTED	MICROSOFT 365 TENANT
Harbour IT	13 Oct 2026	13 Oct 2026, 04:00 UTC	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.

Filtered view. Inactive teams: 9 of 9 rows, 1 column hidden. The headline figures cover every row.

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	Channels	Created
● Low	Contoso Legal LLP	Board	No activity recorded	1	10 Jan 2025
● Low	Contoso Legal LLP	Clients	No activity recorded	0	4 Mar 2024
● Low	Contoso Legal LLP	Operations	No activity recorded	0	4 Mar 2024
● Low	Fabrikam Dental Group	Board	No activity recorded	1	10 Jan 2025
● Low	Fabrikam Dental Group	Patient Records	No activity recorded	0	4 Mar 2024
● Low	Fabrikam Dental Group	Practice Management	No activity recorded	0	4 Mar 2024
● Low	Northwind Traders	Board	No activity recorded	1	10 Jan 2025
● Low	Northwind Traders	Clients	No activity recorded	0	4 Mar 2024
● Low	Northwind Traders	Operations	No activity recorded	0	4 Mar 2024

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.