

All clients



PREPARED BY
Harbour IT

DATE
13 Oct 2026

DATA COLLECTED
13 Oct 2026, 04:00 UTC

MICROSOFT 365 TENANT
3 clients

Who actually uses email, Teams, OneDrive, SharePoint and the Office apps, and when each person was last active.

Filtered view. Activity counts: 3 of 118 rows, Meetings is 9, 1 column hidden. The headline figures cover every row.

Activity counts 3

What each person did in the last 30 days.

Person	Emails sent	Emails received	Teams messages	Calls	Meetings
erin.gallagher@contoso.example	70	500	60	1	9
erin.doyle@fabrikam.example	70	500	60	1	9
erin.oneill@northwindtraders.example	70	500	60	1	9

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.