

All clients

PREPARED BY	DATE	DATA COLLECTED	MICROSOFT 365 TENANT
Harbour IT	12 Oct 2026	12 Oct 2026, 06:36 UTC	3 clients

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

Filtered view. Usage by service: 5 of 15 rows, Client is Northwind Traders, 1 column hidden. The headline figures cover every row.

Usage by service 5

How many licensed people used each service in the last 30 days.

Client	Service	Licensed	Active	Not active
Northwind Traders	Email	39	34	5
Northwind Traders	Teams	39	28	11
Northwind Traders	OneDrive	39	22	17
Northwind Traders	SharePoint	39	0	39
Northwind Traders	Office apps	39	34	5

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 12 Oct 2026, 06:36 UTC.