



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. Usage by service: 5 of 15 rows, Licensed is 39. 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	Active share
Northwind Traders	Email	39	34	5	87%
Northwind Traders	Teams	39	28	11	72%
Northwind Traders	OneDrive	39	22	17	56%
Northwind Traders	SharePoint	39	0	39	0%
Northwind Traders	Office apps	39	34	5	87%

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.