

Northwind Traders



PREPARED BY
Harbour IT

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MICROSOFT 365 TENANT
northwindtraders.onmicrosoft.com

Every administrative unit with its members and the admins scoped to it, restricted units, and units with nobody in them or nobody administering them.

Units
3
1 dynamic unit, 1 restricted, 1 rule paused

Scoped admins
2
Across 2 units

Empty units
1
No users, groups or devices in them

No scoped admin
1
Units no admin role is scoped to

Every unit 3 1 to review

Every administrative unit. A unit with nobody in it, or with no admin scoped to it, usually isn't doing anything; a dynamic unit whose rule is paused is no longer kept up to date. A restricted management unit also keeps tenant-wide admins (other than Global Administrators) from changing its members.

Flag	Unit	Membership	Restricted	Users	Groups	Devices	Scoped admins	Admins
● Medium	Branch offices	Dynamic (paused)	Yes	1	0	1	1	Robert Hughes
	Sales	Assigned	No	2	1	0	1	Ann Patel
● Low	Service desk	Assigned	No	0	0	0	0	–

Scoped admins 2 1 to review

Every admin role scoped to a unit rather than the whole tenant. An account whose sign-in is blocked has usually left: remove the role. A guest or an app with a scoped role deserves a look.

Flag	Account	Name	Role	Unit	Assignment	Sign-in	Type
● Medium	robert.hughes@northwindtraders.example	Robert Hughes	Groups Administrator	Branch offices	Active	Blocked	Member
	ann.patel@northwindtraders.example	Ann Patel	Groups Administrator	Sales	Active	Allowed	Member

Members 4

The users and groups in each unit. Devices are counted above but not listed.

Unit	Member	Name	Type	Sign-in
Branch offices	robert.hughes@northwindtraders.example	Robert Hughes	User	Blocked
Sales	ann.patel@northwindtraders.example	Ann Patel	User	Allowed
Sales	g#EXT#@northwindtraders.example	Sam Carter (guest)	Guest	Allowed
Sales	sales@northwindtraders.example	Sales	Group	–

An administrative unit scopes an admin role to the users, groups and devices in it. Scoped admins come from the role assignments Admin roles reads; roles assigned through PIM show as eligible.
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