

Northwind Traders



PREPARED BY
Harbour IT

DATE
12 Oct 2026

DATA COLLECTED
12 Oct 2026, 17:16 UTC

MICROSOFT 365 TENANT
northwindtraders.onmicrosoft.com

Everything collected about the mailbox hannah.robinson@northwindtraders.example.

Needs attention
1
Worst: medium

Size
47.2 GB
95% of 49.5 GB

Others with access
Nobody else
Can open or send from it

Forwarding and rules
1 inbox rule

Protocols
1 older protocol allowed

Phones and tablets
1 device
Sync this mailbox

Needs attention 1 1 to review

Flag	What	Area
● Medium	The mailbox is 95% full and stops sending at 49.5 GB. Turn on the archive or clear old mail.	Size and growth

Mailbox 6

Detail	Value
Address	hannah.robinson@northwindtraders.example
Type	User mailbox
Alias	hannah.robinson
Account	Hannah Robinson
Sign-in	Allowed
Licensed	Yes

Size and growth 4

Detail	Value
Size	47.2 GB of 49.5 GB (95%)
Items	113,280
Recoverable deleted items	2.4 GB
Stops sending at	49.5 GB

Size by month 2

The last collection of each month.

Month	Size	Change
2026-10	47.2 GB	+3.3 GB
2026-09	43.9 GB	–

Forwarding and inbox rules 1

Detail	Value
Forwarding set by an admin	None

Inbox rules 1

Rule	Enabled	What it does	Why it stands out
Newsletters	Yes	sender has newsletter: move to Newsletters	–

Who can open or send from it 1

Note
No one else has full access, send as or send on behalf.

Protocols and settings 5

Detail	Value
Older protocols allowed	POP
Mailbox auditing	On
Hidden from the address book	No
Archive	Off
Litigation hold	Off

Automatic reply 1

Note
No automatic reply is on or scheduled.

Devices 1

Device	Platform	App	Access	First sync	Last sync
SM-S918B	Android	Outlook app	Allowed	14 Sep 2025	8 Oct 2026

Email activity 1

Detail	Value
Last email activity	None in the report period

Open findings 3 3 to review

Flag	Check	Detail	First seen
● Medium	Every active user has MFA registered	No MFA method registered	7 Sep 2026
● Medium	No inactive accounts	Licensed member, last signed in 8 Apr 2026	7 Sep 2026
● Medium	No mailbox is nearly full	47.2 GB of 49.5 GB (95%), no archive	12 Oct 2026

History 0

No changes recorded yet.

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