

ANN PATEL

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 ann.patel@northwindtraders.example.

Needs attention
3
Worst: high

Size
7.3 GB
15% of 49.5 GB

Others with access
Nobody else
Can open or send from it

Forwarding and rules
Forwards outside, 2 rules to check

Protocols
Modern only

Phones and tablets
1 device
Sync this mailbox

Needs attention 3 3 to review

Flag	What	Area
● High	All mail is forwarded to ann.patel@homemail.example, outside the organisation.	Forwarding and inbox rules
● High	Inbox rule ".": Moves to RSS Feeds mail mentioning invoice, payment; Rule name '.' looks deliberately blank.	Forwarding and inbox rules
● High	Inbox rule "Copy to home": Forwards to ann.patel.home@homemail.example.	Forwarding and inbox rules

Mailbox 6

Detail	Value
Address	ann.patel@northwindtraders.example
Type	User mailbox
Alias	ann.patel
Account	Ann Patel
Sign-in	Allowed
Licensed	Yes

Size and growth 4

Detail	Value
Size	7.3 GB of 49.5 GB (15%)
Items	17,495
Recoverable deleted items	373.2 MB
Stops sending at	49.5 GB

Size by month 2

The last collection of each month.

Month	Size	Change
2026-10	7.3 GB	+149.3 MB
2026-09	7.1 GB	–

Forwarding and inbox rules 1

Detail	Value
Forwarding set by an admin	ann.patel@homemail.example (outside the organisation)

Inbox rules 2 2 to review

Flag	Rule	Enabled	What it does	Why it stands out
● High	.	Yes	body has invoice, payment: move to RSS Feeds; mark as read; stop processing rules	Moves to RSS Feeds mail mentioning invoice, payment; Rule name '.' looks deliberately blank
● High	Copy to home	Yes	All messages: forward to ann.patel.home@homemail.example	Forwards to ann.patel.home@homemail.example

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	None
Mailbox auditing	On
Hidden from the address book	No
Archive	On
Litigation hold	Off

Legacy sign-ins in the last 30 days 1

Sign-ins with protocols that can't do MFA.

Client	Succeeded	Failed	Last attempt	From
IMAP4	0	1	8 Oct 2026	RU

Automatic reply 1

Note
No automatic reply is on or scheduled.

Devices 1

Device	Platform	App	Access	First sync	Last sync
iPhone 14	iOS	Outlook app	Allowed	15 Dec 2025	10 Oct 2026

Email activity 4

Detail	Value
Last email activity	11 Oct 2026 (yesterday)
Sent	40
Received	300
Read	300

Open findings 5 4 to review

Flag	Check	Detail	First seen
● High	No inbox rules hide mail	": Moves to RSS Feeds mail mentioning invoice, payment; Rule name '!' looks deliberately blank	7 Sep 2026
● High	No mail is forwarded outside the organisation	Mailbox forwarding to ann.patel@homemail.example (keeps a copy)	7 Sep 2026
● High	No mail is forwarded outside the organisation	Inbox rule "Copy to home" forwards to ann.patel.home@homemail.example	7 Sep 2026
● Medium	Admins use phishing-resistant sign-in methods	Global Administrator; signs in with Authenticator app	7 Sep 2026
● Low	No account reports to a blocked manager	Reports to Robert Hughes, whose sign-in is blocked	7 Sep 2026

History 0

No changes recorded yet.

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, 17:16 UTC.