

Northwind Traders



PREPARED BY	DATE	DATA COLLECTED	MICROSOFT 365 TENANT
Harbour IT	14 Oct 2026	13 Oct 2026, 04:00 UTC	northwindtraders.onmicrosoft.com

Everything collected about the mailbox info@northwindtraders.example.

Needs attention
1
Worst: medium

Size
6.4 GB
13% of 49.5 GB

Others with access
4 people
Can open or send from it

Forwarding and rules
1 inbox rule

Protocols
2 older protocols allowed

Phones and tablets
None
Sync this mailbox

Needs attention 1 1 to review

Flag	What	Area
● Medium	Signed in with legacy protocols that can't do MFA in the last 30 days. Block them for this mailbox.	Protocols and settings

Mailbox 5

Detail	Value
Address	info@northwindtraders.example
Type	Shared mailbox
Alias	info
Sign-in name	info@northwindtraders.example
Account	Not found in the directory

Size and growth 3

Detail	Value
Size	6.4 GB of 49.5 GB (13%)
Items	19,200
Stops sending at	49.5 GB

Size by month 2

The last collection of each month.

Month	Size	Change
2026-10	6.4 GB	No change
2026-09	6.4 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
To manager	Yes	All messages: redirect to office.manager@northwindtraders.example	–

People with access 7

Person	Access	Account
alfie.roberts@northwindtraders.example	Full access	Active
alfie.roberts@northwindtraders.example	Send as	Active
ann.patel@northwindtraders.example	Full access	Active
ann.patel@northwindtraders.example	Send as	Active
ann.patel@northwindtraders.example	Send on behalf	Active
harry.lee@northwindtraders.example	Full access	Active
isla.evans@northwindtraders.example	Full access	Active

Protocols and settings 5

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

Legacy sign-ins in the last 30 days 1 1 to review

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

Flag	Client	Succeeded	Failed	Last attempt	From
● Medium	Authenticated SMTP	1	0	10 Oct 2026	GB

Automatic reply 1

Note

No automatic reply is on or scheduled.

Phones and tablets syncing it 1

Note

No phone or tablet syncs this mailbox.

History 6

Seen	Area	Change
13 Oct 2026	Access	Full access for alfie.roberts@northwindtraders.example added
13 Oct 2026	Access	Full access for harry.lee@northwindtraders.example added
13 Oct 2026	Access	Full access for isla.evans@northwindtraders.example added
13 Oct 2026	Access	Full access for owen.white@northwindtraders.example removed
13 Oct 2026	Access	Full access for ruby.hill@northwindtraders.example removed
13 Oct 2026	Access	Full access for ruby.taylor@northwindtraders.example removed

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.