



Harbour IT

MONTHLY SECURITY & LICENSING REVIEW

Northwind Traders

PREPARED BY

Harbour IT

REPORT DATE

12 October 2026

PERIOD COVERED

14 September to 12 October 2026

MICROSOFT 365 TENANT

northwindtraders.onmicrosoft.com

● **Action needed**

Northwind Traders' Microsoft 365 has a critical security gap that should be fixed now.

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At a glance

We ran 54 security checks and 39 need attention (1 critical, 13 high, 13 medium and 12 low priority). The most urgent: 1 admin without MFA, and 1 whose registration isn't known.

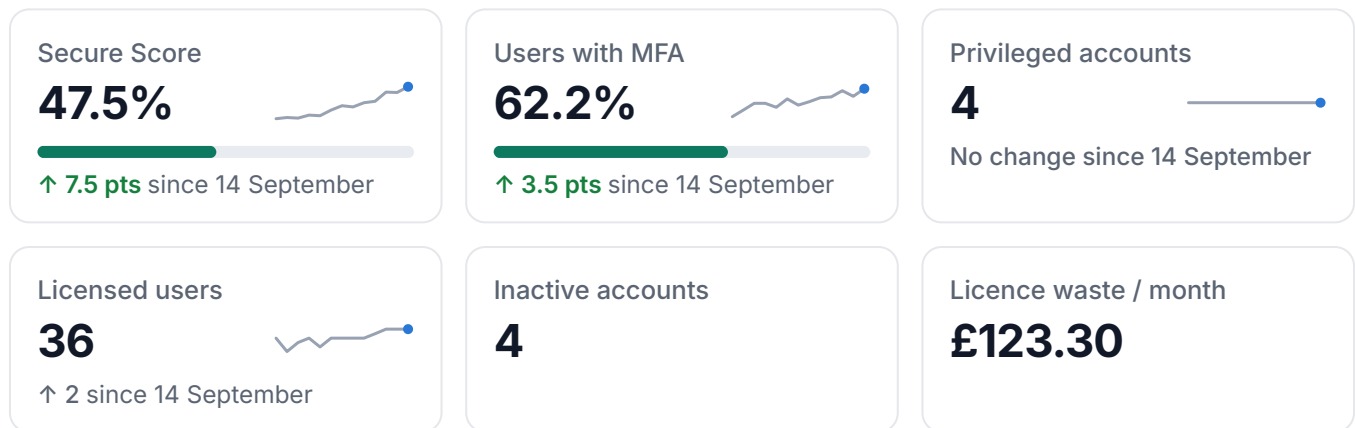
On the positive side, 15 checks passed, including "Between 2 and 4 Global Administrators", "Automatic forwarding to outside addresses is off" and "Shared mailboxes can't be signed in to".

Since 14 September, Microsoft Secure Score rose from 40% to 47.5%, users with MFA rose from 58.7% to 62.2%, 1 issue was fixed and 7 new items came up.

About £123.30 a month (£1,479.60 a year) goes on licences that are unused or assigned to disabled or inactive accounts.

7 checks couldn't run because the data or a licence they need is missing.

Key figures



39 of 54 checks need attention



This month



What we did

FIXED Every active user has MFA registered · 1 item: megan.lee@northwindtraders.example

What we recommend next

- 1 Have each listed admin register a strong method**
1 admin without MFA, and 1 whose registration isn't known.
- 2 Make sure each admin is included in an enabled Conditional Access policy that requires MFA for all apps, and isn't excluded from it directly or through a group**
1 admin not covered by MFA.
- 3 Remove admin roles from guest accounts**
1 guest with admin roles.

About this report

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Everything here was read from Microsoft 365 with read-only access; nothing was changed. Changes are compared with the closest data from at least 4 weeks earlier. Data collected 11 Oct 2026, 20:31 UTC.

This is the summary of the monthly review. Ask Harbour IT for the full report, with every check, change and licence in detail.