

ZARA JACKSON

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 zara.jackson@northwindtraders.example.

Needs attention
2
Worst: low

Sign-in
Allowed
Last sign-in yesterday

MFA
Protected

Admin roles
None

Licences
1 licence
£18.10 a month

Devices
1 device

Needs attention 2

Flag	What	Area
● Low	No usage location is set, so licences can only come from groups (which use the organisation's country). Set one before assigning a licence directly.	Licences
● Low	A text or call is the only second factor: set up the Authenticator app.	MFA and sign-in protection

Account 7

Detail	Value
Name	Zara Jackson
Sign-in name	zara.jackson@northwindtraders.example
Account type	Member
Sign-in	Allowed
Source	Cloud-only
Created	14 Oct 2025 (363 days ago)
Password expires	Follows the organisation's policy

Licences 1

Detail	Value
Usage location	Not set

Licences 1

Licence	Cost / month
Microsoft 365 Business Premium	£18.10

Microsoft 365 use 6

Detail	Value
Email	Used (last 12 Oct 2026)
Teams	Used (last 12 Oct 2026)
OneDrive	Used (last 3 Oct 2026)
SharePoint	Not in the last 30 days
Office apps	Used (last 12 Oct 2026)
Office apps used on	Windows, Mobile

MFA and sign-in protection 8

Detail	Value
MFA set up	Yes
Methods	Phone
Phishing-resistant method	No
Strongest method	Phone (SMS or voice call)
Can sign in without a password	No
MFA required by	Require MFA for all users
Conditional Access policies that apply	Require MFA for all users
Legacy sign-in blocked	No

Admin roles 1

Note
Holds no admin roles.

Administrative units 1

Note
In no administrative unit, and administers none.

Teams and groups 2

Name	Type	Role	Note
Operations	Team	Member	–
Marketing	Microsoft 365 group	Member	–

Mailbox 8

Detail	Value
Address	zara.jackson@northwindtraders.example
Type	User
Size	8.3 GB of 49.5 GB (17%)
Archive	Off
Litigation hold	Off
Forwarding	None
Older protocols allowed	None
More	Everything about this mailbox

Inbox rules 1

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

Devices 1

Device	Operating system	Compliance	Encrypted	Last check-in	Problems
DESK-JACKSON09	Windows 11 25H2 (10.0.26200.6584)	Compliant	Yes	Today	–

OneDrive 4

Detail	Value
Storage used	13.8 GB of 1.00 TB
Files	50
Files active in the last 30 days	5
Last activity	11 Oct 2026

Apps this person allowed 1

Note
Hasn't consented to any app on their own behalf.

Recent sign-ins 6

Detail	Value
Successful	9 (3 with MFA, 6 with only a password)
Failed	None
MFA and other prompts	2
Countries	GB
Apps	Office 365 Exchange Online, Office 365 SharePoint Online, Microsoft Teams, Microsoft Office
Devices	Windows10

Where this account signed in 1

Country	Successful	Failed	Cities	IP addresses	Last success (UTC)
GB	9	0	London	203.0.113.19	9 Oct 2026, 16:31

Sign-in history 3

Detail	Value
History from	14 Jun 2026
Last sign-in	9 Oct 2026 (3 days ago)
Countries	FR, GB

Sign-ins by month 5

Month	Days	Successful	Failed	With MFA	Password only	Countries
Oct 2026	5	12	0	4	8	GB
Sep 2026	19	40	5	25	15	GB
Aug 2026	19	43	1	34	9	FR, GB
Jul 2026	18	47	1	27	20	FR, GB
Jun 2026	12	28	1	18	10	GB

Sign-ins and admin changes 5

Detail	Value
Last interactive sign-in	11 Oct 2026 (yesterday)
Last background sign-in	None recorded
Last successful sign-in	None recorded
Legacy sign-ins (30 days)	None
Admin changes (last 120 days)	None by or to this account

Timeline 2

When	Area	What happened
On or before 7 Sep 2026	Mailbox	Inbox rule "Newsletters" first seen
On or before 7 Sep 2026	MFA	Phone first seen as an MFA method

Open findings 1

Flag	Check	Detail	First seen
Low	Nobody relies on a text or call as their only second factor	Second factor is only Mobile phone (SMS or call)	7 Sep 2026

History 0

No changes recorded yet.
