

PREPARED BY
Harbour IT

DATE
13 Oct 2026

DATA COLLECTED
13 Oct 2026, 04:00 UTC

MICROSOFT 365 TENANT
northwindtraders.onmicrosoft.com

Everything collected about leo.evans@northwindtraders.example.

Needs attention
2
Worst: low

Sign-in
Allowed
Last sign-in today

MFA
Protected

Admin roles
None

Licences
1 licence
£4.90 a month

Devices
1 device
1 with problems

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	Microsoft 365 Business Basic: Exchange Online (Plan 2). Only used email in the last 30 days.	Microsoft 365 use

Account 7

Detail	Value
Name	Leo Evans
Sign-in name	leo.evans@northwindtraders.example
Account type	Member
Sign-in	Allowed
Source	Cloud-only
Created	8 Sep 2025 (400 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 Basic	£4.90

Microsoft 365 use 6

Detail	Value
Email	Used (last 9 Oct 2026)
Teams	Not in the last 30 days
OneDrive	Not in the last 30 days
SharePoint	Not in the last 30 days
Office apps	Used (last 9 Oct 2026)
Office apps used on	Mobile, Web

Cheaper licence options 1

Flag	Licence	Option	Why	Saving / month
Low	Microsoft 365 Business Basic	Exchange Online (Plan 2)	Only used email in the last 30 days	–

MFA and sign-in protection 8

Detail	Value
MFA set up	Yes
Methods	Windows Hello, Authenticator app
Phishing-resistant method	Yes
Strongest method	Phishing-resistant
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
Clients	Team	Member	–
Finance	Microsoft 365 group	Member	–

Mailbox 8

Detail	Value
Address	leo.evans@northwindtraders.example
Type	User
Size	26.9 GB of 49.5 GB (54%)
Archive	On
Litigation hold	Off
Forwarding	None
Older protocols allowed	IMAP
More	Everything about this mailbox

Devices 1

Flag	Device	Operating system	Compliance	Encrypted	Last check-in	Problems
 Low	LAPTOP-EVANS10	Windows 11 24H2 (10.0.26100.6584)	Compliant	Yes	Today	Windows 11 24H2: updates for Home and Pro end 13 Oct 2026

OneDrive 4

Detail	Value
Storage used	24.6 GB of 1.00 TB
Files	50
Files active in the last 30 days	5
Last activity	9 Oct 2026

Apps this person allowed 1

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

Recent sign-ins 8

Detail	Value
Successful	10 (6 with MFA, 4 with only a password)
Failed	1 (1 wrong password, from 1 address)
MFA and other prompts	1
Last failure	8 Oct 2026 (5 days ago): Wrong user name or password
Countries	GB
Apps	Microsoft Office, Office 365 SharePoint Online, Office 365 Exchange Online, Microsoft Teams
Devices	Windows10
Addresses that failed	203.0.113.20

Where this account signed in 1

Country	Successful	Failed	Cities	IP addresses	Last success (UTC)
GB	10	1	London	203.0.113.20	12 Oct 2026, 09:17

Why sign-ins failed 1

Error code	What it means	Sign-ins
50126	Wrong user name or password	1

Sign-in history 3

Detail	Value
History from	15 Jun 2026
Last sign-in	12 Oct 2026 (yesterday)
Countries	FR, GB, IE, US

Sign-ins by month 5

Month	Days	Successful	Failed	With MFA	Password only	Countries
Oct 2026	8	21	2	13	8	GB, US
Sep 2026	18	33	2	19	14	GB, IE, US
Aug 2026	21	48	3	32	16	GB, US
Jul 2026	21	50	5	25	25	GB
Jun 2026	10	21	0	14	7	FR, GB

Sign-ins and admin changes 5

Detail	Value
Last interactive sign-in	13 Oct 2026 (today)
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 5 2 to review

Flag	When	Area	What happened
	8 Oct 2026, 09:45 UTC	Sign-in	Last of 1 failed sign-in: Wrong user name or password
● Medium	22 Sep 2026, 15:39 UTC	Sign-in	First sign-in from IE
	On or before 8 Sep 2026	MFA	Windows Hello first seen as an MFA method
	On or before 8 Sep 2026	MFA	Authenticator app first seen as an MFA method
● Medium	28 Aug 2026, 09:20 UTC	Sign-in	First sign-in from US

History 0

No changes recorded yet.