

ALFIE SCOTT

Northwind Traders



PREPARED BY
Harbour IT

DATE
12 Oct 2026

DATA COLLECTED
12 Oct 2026, 06:36 UTC

MICROSOFT 365 TENANT
northwindtraders.onmicrosoft.com

Everything collected about alfie.scott@northwindtraders.example.

Needs attention
3
Worst: medium

Sign-in
Allowed
Last sign-in 6 days ago

MFA
Required, not set up

Admin roles
None

Licences
1 licence
£4.90 a month

Devices
1 device
1 with problems

Needs attention 3 2 to review

Flag	What	Area
● Medium	Required, not set up: Will be asked to set up MFA at next sign-in. Until then, anyone with the password can set it up in their place.	MFA and sign-in protection
● Medium	LAPTOP-SCOTT25: Not compliant; No check-in for 38 days.	Devices
● 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

Account 7

Detail	Value
Name	Alfie Scott
Sign-in name	alfie.scott@northwindtraders.example
Account type	Member
Sign-in	Allowed
Source	Cloud-only
Created	1 Mar 2024 (955 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 10 Oct 2026)
Teams	Used (last 10 Oct 2026)
OneDrive	Used (last 9 Oct 2026)
SharePoint	Not in the last 30 days
Office apps	Used (last 10 Oct 2026)
Office apps used on	Mobile, Web

MFA and sign-in protection 8

Detail	Value
MFA set up	No
Methods	None
Phishing-resistant method	No
Strongest method	None
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 1

Name	Type	Role	Note
Operations	Team	Member	–

Mailbox 8

Detail	Value
Address	alfie.scott@northwindtraders.example
Type	User
Size	22.4 GB of 49.5 GB (45%)
Archive	Off
Litigation hold	Off
Forwarding	None
Older protocols allowed	IMAP
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 1 to review

Flag	Device	Operating system	Compliance	Encrypted	Last check-in	Problems
● Medium	LAPTOP-SCOTT25	Windows 11 25H2 (10.0.26200.6584)	Not compliant	Yes	38 days ago	Not compliant; No check-in for 38 days

OneDrive 4

Detail	Value
Storage used	23.1 GB of 1.00 TB
Files	50
Files active in the last 30 days	5
Last activity	10 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	5 (2 with MFA, 3 with only a password)
Failed	None
MFA and other prompts	1
Countries	GB
Apps	Microsoft Office, Office 365 SharePoint Online, Office 365 Exchange Online
Devices	Windows10

Where this account signed in 1

Country	Successful	Failed	Cities	IP addresses	Last success (UTC)
GB	5	0	London	203.0.113.35	9 Oct 2026, 18:19

Sign-in history 3

Detail	Value
History from	14 Jun 2026
Last sign-in	9 Oct 2026 (2 days ago)
Countries	FR, GB, IE

Sign-ins by month 5

Month	Days	Successful	Failed	With MFA	Password only	Countries
Oct 2026	6	10	0	7	3	GB
Sep 2026	22	52	1	29	23	FR, GB
Aug 2026	19	39	1	27	12	GB
Jul 2026	24	58	0	32	26	FR, GB, IE
Jun 2026	11	20	1	14	6	FR, GB, IE

Sign-ins and admin changes 5

Detail	Value
Last interactive sign-in	5 Oct 2026 (6 days ago)
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 1

When	Area	What happened
On or before 7 Sep 2026	Mailbox	Inbox rule "Newsletters" first seen

Open findings 1 1 to review

Flag	Check	Detail	First seen
● Medium	Every active user has MFA registered	No MFA method registered	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, 06:36 UTC.