

Northwind Traders



PREPARED BY
Harbour IT

DATE
17 Oct 2026

DATA COLLECTED
17 Oct 2026, 10:53 UTC

MICROSOFT 365 TENANT
northwindtraders.onmicrosoft.com

Everything collected about reception@northwindtraders.example.

Needs attention 2 Worst: medium	Sign-in Allowed Never signed in	MFA Required, not set up
Admin roles None	Licences None	Devices None

Needs attention 2 1 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
● Low	Has never signed in (created 4 Mar 2024).	Sign-ins and admin changes

Account 8

Detail	Value
Name	Reception

Detail	Value
Sign-in name	reception@northwindtraders.example
Account type	Member
Sign-in	Allowed
Source	Cloud-only
Created	4 Mar 2024 (957 days ago)
Password last changed	3 Apr 2024 (927 days ago)
Password expires	Follows the organisation's policy

Licences 1

Note
Holds no licences.

Microsoft 365 use 1

Note
Not in Microsoft's usage reports for the last 30 days.

MFA and sign-in protection 7

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

Detail	Value
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

Note
Not an owner or member of any team or group Office Sentry reads.

Mailbox 8

Detail	Value
Address	reception@northwindtraders.example
Type	Shared
Size	18.9 GB of 49.5 GB (38%)
Archive	Off

Detail	Value
Litigation hold	Off
Forwarding	None
Older protocols allowed	None
More	Everything about this mailbox

Who else can open or send from it 6

Person	Access	Account
alfie.roberts@northwindtraders.example	Full access	Active
ann.patel@northwindtraders.example	Full access	Active
ann.patel@northwindtraders.example	Send as	Active
rhys.moore@northwindtraders.example	Full access	Active
rhys.moore@northwindtraders.example	Send as	Active
ruby.hill@northwindtraders.example	Full access	Active

Devices 1

Note
No devices enrolled in Intune for this person.

OneDrive 1

Note
No OneDrive found for this account.

Apps this person allowed 1

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

Recent sign-ins 8

Detail	Value
Successful	8 (7 with MFA, 1 with only a password)
Failed	1 (1 wrong password, from 1 address)
MFA and other prompts	1
Last failure	16 Oct 2026 (yesterday): 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	203.0.113.44

Where this account signed in 1

Country	Successful	Failed	Cities	IP addresses	Last success (UTC)
GB	8	1	London	203.0.113.44	16 Oct 2026, 09:38

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	19 Jun 2026
Last sign-in	16 Oct 2026 (yesterday)
Countries	FR, GB, IE, US

Sign-ins by month 5

Month	Days	Successful	Failed	With MFA	Password only	Countries
Oct 2026	10	21	1	12	9	GB
Sep 2026	20	46	1	26	20	GB
Aug 2026	21	44	4	34	10	FR, GB, IE
Jul 2026	20	30	2	24	6	GB
Jun 2026	8	15	0	5	10	FR, GB, IE, US

Sign-ins and admin changes 5

Detail	Value
Last interactive sign-in	Never
Last background sign-in	Never
Last successful sign-in	Never
Legacy sign-ins (30 days)	None
Admin changes (last 120 days)	None by or to this account

Timeline 2

When	Area	What happened
16 Oct 2026, 12:54 UTC	Sign-in	Last of 1 failed sign-in: Wrong user name or password
16 Oct 2026	Files	File downloaded: /sites/marketing/Shared Documents/Supplier contracts.pdf

Open findings 3 2 to review

Flag	Check	Detail	First seen
● Medium	Every active user has MFA registered	No MFA method registered	12 Sep 2026
● Medium	Shared mailboxes can't be signed in to	Shared mailbox account allows sign-in	12 Sep 2026
● Low	No inactive accounts	Member, never signed in, created 4 Mar 2024	12 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 17 Oct 2026, 10:53 UTC.