

ALL USERS

Fabrikam Dental Group



PREPARED BY
Harbour IT

DATE
12 Oct 2026

DATA COLLECTED
12 Oct 2026, 04:00 UTC

MICROSOFT 365 TENANT
fabrikam.onmicrosoft.com

Every account with its department, job title, manager, licences and last sign-in, its managers and departments, and accounts reporting to a blocked manager.

Filtered view. Every account: 3 of 55 rows, Created: never or blank, 1 column hidden. Managers: 1 of 10 rows, Department is Reception. The headline figures cover every row.

Accounts

55

54 members, 1 guest

Sign-in blocked

1

1 still licensed

Report to a blocked manager

1

Enabled accounts whose manager
can't sign in

Members with no manager

0

Sign-in allowed

Every account 3 1 to review

Every member and guest account. Accounts that report to someone whose sign-in is blocked are flagged: the manager has usually left, so approvals and HR records go nowhere.

Flag	Account	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
● Medium	anna.kowalski@fabrikam.example	Member	Allowed	Sales	Sales lead	Ben Okafor	Microsoft 365 Business Premium	Cloud	–	30 Sep 2026
	ben.okafor@fabrikam.example	Member	Blocked	–	–	–	Microsoft 365 Business Premium	Cloud	–	Never
	g#EXT#@fabrikam.example	Guest	Allowed	–	–	–	–	Cloud	–	Never

Managers 1

Everyone who is someone's manager, with the accounts that report to them. A manager whose sign-in is blocked still has people reporting to them: update the manager in Entra ID (or on-premises AD, for synced accounts).

Manager	Name	Sign-in	Department	Direct reports	Reports
thomas.robinson@fabrikam.example	Thomas Robinson	Allowed	Reception	5	George Baker, Noah Harris, Rhys Hall, Ruby Wood, Thomas Johnson

Departments 9

Member accounts by department, as set on each account. Guests are left out.

Department	Members	Sign - in allowed	Licensed	No manager
Customer Service	6	6	6	0
Finance	7	7	7	0
HR	6	6	6	0
Marketing	7	7	7	0
Operations	7	7	7	0
Projects	6	6	6	0
Reception	6	6	6	0
Sales	8	8	8	0
No department	1	0	1	0

Departments, job titles and managers are whatever is set on each account in Entra ID (or in on-premises AD, for synced accounts). Last sign-in is the latest of interactive and background sign-ins, and needs Entra ID P1.

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, 04:00 UTC.