

ALL USERS

Fabrikam Dental Group



PREPARED BY	DATE	DATA COLLECTED	MICROSOFT 365 TENANT
Harbour IT	12 Oct 2026	12 Oct 2026, 06:36 UTC	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: 7 of 56 rows, Department is Finance, 1 column hidden. The headline figures cover every row.

Accounts 56 55 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 1 Sign-in allowed
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Every account 7

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.

Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Created	Last sign-in
ava.thomas@fabrikam.example	Ava Thomas	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	20 Nov 2025	6 Oct 2026
ella.evans@fabrikam.example	Ella Evans	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	1 Nov 2021	9 Oct 2026
george.williams@fabrikam.example	George Williams	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	28 Jan 2025	10 Oct 2026
lily.watson@fabrikam.example	Lily Watson	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Basic	24 Aug 2022	11 Oct 2026
megan.green@fabrikam.example	Megan Green	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	16 Jun 2023	12 Oct 2026
megan.king@fabrikam.example	Megan King	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	7 Apr 2024	11 Oct 2026
zara.edwards@fabrikam.example	Zara Edwards	Member	Allowed	Finance	Head of Finance	Anna Kowalski	Microsoft 365 Business Basic	12 Sep 2026	8 Jul 2026

Managers 10 1 to review

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).

Flag	Manager	Name	Sign-in	Department	Direct reports	Reports
● Medium	ben.okafor@fabrikam.example	Ben Okafor	Blocked	–	1	Anna Kowalski
	aaron.smith@fabrikam.example	Aaron Smith	Allowed	Marketing	6	Arthur Williams, Ella Hughes, Isla Scott, Lily Khan, Olivia Taylor, Owen Robinson

Flag	Manager	Name	Sign-in	Department	Direct reports	Reports
	aisha.brown@fabrikam.example	Aisha Brown	Allowed	Operations	6	Amelia Khan, Arthur Lee, Chloe Jackson, Henry Roberts, Owen Scott, Thomas Allen
	anna.kowalski@fabrikam.example	Anna Kowalski	Allowed	Sales	8	Aaron Smith, Aisha Brown, Jack Lee, Noah Wood, Rhys Walker, Ruby Clark, Thomas Robinson, Zara Edwards
	jack.lee@fabrikam.example	Jack Lee	Allowed	Sales	6	Ava Moore, Ethan Jones, Freya Evans, George Walker, Lily White, Oscar Smith
	noah.wood@fabrikam.example	Noah Wood	Allowed	HR	5	Callum Turner, Jack Roberts, Jack Ward, Leo Harrison, Owen Smith
	rhys.walker@fabrikam.example	Rhys Walker	Allowed	Customer Service	5	Ava Jackson, Owen Turner, Priya Williams, Rhys Scott, William Lewis
	ruby.clark@fabrikam.example	Ruby Clark	Allowed	Projects	5	Amelia Jackson, Owen Khan, Owen Patel, Ruby Davies, William Wood
	thomas.robinson@fabrikam.example	Thomas Robinson	Allowed	Reception	5	George Baker, Noah Harris, Rhys Hall, Ruby Wood, Thomas Johnson
	zara.edwards@fabrikam.example	Zara Edwards	Allowed	Finance	6	Ava Thomas, Ella Evans, George Williams, Lily Watson, Megan Green, Megan King

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

Department	Members	Sign-in allowed	Licensed	No manager
Reception	6	6	6	0
Sales	8	8	8	0
No department	2	1	1	1

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, 06:36 UTC.