

ALL USERS

Fabrikam Dental Group



PREPARED BY
Harbour IT

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12 Oct 2026

DATA COLLECTED
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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: 1 of 56 rows, Flag is Medium. Managers: 10 of 10 rows, 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

Every account 1 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	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
● Medium	anna.kowalski@fabrikam.example	Anna Kowalski	Member	Allowed	Sales	Sales lead	Ben Okafor	Microsoft 365 Business Premium	Cloud	–	30 Sep 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
● Medium	ben.okafor@fabrikam.example	Ben Okafor	Blocked	–	1
	aaron.smith@fabrikam.example	Aaron Smith	Allowed	Marketing	6
	aisha.brown@fabrikam.example	Aisha Brown	Allowed	Operations	6
	anna.kowalski@fabrikam.example	Anna Kowalski	Allowed	Sales	8
	jack.lee@fabrikam.example	Jack Lee	Allowed	Sales	6
	noah.wood@fabrikam.example	Noah Wood	Allowed	HR	5
	rhys.walker@fabrikam.example	Rhys Walker	Allowed	Customer Service	5
	ruby.clark@fabrikam.example	Ruby Clark	Allowed	Projects	5
	thomas.robinson@fabrikam.example	Thomas Robinson	Allowed	Reception	5
	zara.edwards@fabrikam.example	Zara Edwards	Allowed	Finance	6

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

Department	Members	Sign-in allowed	Licensed	No manager
Projects	6	6	6	0
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.

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