ALL USERS

Fabrikam Dental Group

Harbour IT

PREPARED BY
Harbour IT

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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: 11 of 61 rows, Licences is Microsoft 365 Business Basic. Managers: 10 of 10 rows, 1 column hidden. The headline figures cover every row.

Accounts	Sign-in blocked	Report to a blocked manager	Members with no manager
61	**4**	**1**	**2**
59 members, 2 guests	1 still licensed	Enabled accounts whose manager can't sign in	Enabled members with no manager set

Every account 11

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	Source	Created	Last sign-in
arthur.lee@fabrikam.example	Arthur Lee	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Basic	Cloud	18 Apr 2024	26 Nov 2026
george.walker@fabrikam.example	George Walker	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Basic	Cloud	25 Oct 2025	27 Nov 2026
jack.roberts@fabrikam.example	Jack Roberts	Member	Allowed	HR	HR adviser	Noah Wood	Microsoft 365 Business Basic	Cloud	9 Apr 2022	29 Nov 2026
lily.khan@fabrikam.example	Lily Khan	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Basic	Cloud	14 Apr 2023	28 Nov 2026
lily.watson@fabrikam.example	Lily Watson	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Basic	Cloud	11 Oct 2022	28 Nov 2026
noah.wood@fabrikam.example	Noah Wood	Member	Allowed	HR	Head of HR	Anna Kowalski	Microsoft 365 Business Basic	Cloud	31 May 2024	27 Mar 2026

Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
oscar.smith@fabrikam.example	Oscar Smith	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Basic	Cloud	6 Nov 2026	29 Nov 2026
owen.khan@fabrikam.example	Owen Khan	Member	Allowed	Projects	Project manager	Ruby Clark	Microsoft 365 Business Basic	Cloud	16 Oct 2023	27 Nov 2026
priya.williams@fabrikam.example	Priya Williams	Member	Allowed	Customer Service	Customer service adviser	Rhys Walker	Microsoft 365 Business Basic	Cloud	20 Oct 2024	28 Nov 2026
rhys.hall@fabrikam.example	Rhys Hall	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Basic	Cloud	23 Apr 2025	29 Nov 2026
zara.edwards@fabrikam.example	Zara Edwards	Member	Allowed	Finance	Head of Finance	Anna Kowalski	Microsoft 365 Business Basic	Cloud	22 Jul 2025	26 Aug 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	Reports
Medium	ben.okafor@fabrikam.example	Ben Okafor	Blocked	–	Anna Kowalski
	aaron.smith@fabrikam.example	Aaron Smith	Allowed	Marketing	Arthur Williams, Ella Hughes, Isla Scott, Lily Khan, Olivia Taylor, Owen Robinson
	aisha.brown@fabrikam.example	Aisha Brown	Allowed	Operations	Amelia Khan, Arthur Lee, Chloe Jackson, Henry Roberts, Owen Scott, Thomas Allen
	anna.kowalski@fabrikam.example	Anna Kowalski	Allowed	Sales	Aaron Smith, Aisha Brown, Jack Lee, Noah Wood, Rhys Walker, Ruby Clark, Thomas Robinson, Zara Edwards
	jack.lee@fabrikam.example	Jack Lee	Allowed	Sales	Ava Moore, Ethan Jones, Freya Evans, George Walker, Lily White, Oscar Smith
	noah.wood@fabrikam.example	Noah Wood	Allowed	HR	Callum Turner, Jack Roberts, Jack Ward, Leo Harrison, Owen Smith
	rhys.walker@fabrikam.example	Rhys Walker	Allowed	Customer Service	Ava Jackson, Owen Turner, Priya Williams, Rhys Scott, William Lewis
	ruby.clark@fabrikam.example	Ruby Clark	Allowed	Projects	Amelia Jackson, Owen Khan, Owen Patel, Ruby Davies, William Wood
	thomas.robinson@fabrikam.example	Thomas Robinson	Allowed	Reception	George Baker, Noah Harris, Rhys Hall, Ruby Wood, Thomas Johnson
	zara.edwards@fabrikam.example	Zara Edwards	Allowed	Finance	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
Reception	6	6	6	0
Sales	8	8	8	0
No department	6	2	1	2

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 account's last successful sign-in, interactive or in the background (failed attempts don't count), 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 29 Nov 2026, 10:48 UTC.