

ALL USERS

Fabrikam Dental Group



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: 3 of 56 rows, Manager is blank. 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 3

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
ben.okafor@fabrikam.example	Ben Okafor	Member	Blocked	–	–	–	Microsoft 365 Business Premium	Cloud	–	Never
breakglass@fabrikam.example	Emergency access	Member	Allowed	–	–	–	–	Cloud	4 Mar 2024	30 Sep 2026
g#EXT#@fabrikam.example	Sam Carter (guest)	Guest	Allowed	–	–	–	–	Cloud	–	Never

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	Sign-in	Department	Direct reports	Reports
● Medium	ben.okafor@fabrikam.example	Blocked	–	1	Anna Kowalski
	aaron.smith@fabrikam.example	Allowed	Marketing	6	Arthur Williams, Ella Hughes, Isla Scott, Lily Khan, Olivia Taylor, Owen Robinson
	aisha.brown@fabrikam.example	Allowed	Operations	6	Amelia Khan, Arthur Lee, Chloe Jackson, Henry Roberts, Owen Scott, Thomas Allen
	anna.kowalski@fabrikam.example	Allowed	Sales	8	Aaron Smith, Aisha Brown, Jack Lee, Noah Wood, Rhys Walker, Ruby Clark, Thomas Robinson, Zara Edwards
	jack.lee@fabrikam.example	Allowed	Sales	6	Ava Moore, Ethan Jones, Freya Evans, George Walker, Lily White, Oscar Smith
	noah.wood@fabrikam.example	Allowed	HR	5	Callum Turner, Jack Roberts, Jack Ward, Leo Harrison, Owen Smith
	rhys.walker@fabrikam.example	Allowed	Customer Service	5	Ava Jackson, Owen Turner, Priya Williams, Rhys Scott, William Lewis
	ruby.clark@fabrikam.example	Allowed	Projects	5	Amelia Jackson, Owen Khan, Owen Patel, Ruby Davies, William Wood
	thomas.robinson@fabrikam.example	Allowed	Reception	5	George Baker, Noah Harris, Rhys Hall, Ruby Wood, Thomas Johnson
	zara.edwards@fabrikam.example	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

Department	Members	Sign-in allowed	Licensed	No manager
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	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.