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. Managers: 1 of 10 rows, Department is Projects, 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 61 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
	aaron.smith@fabrikam.example	Aaron Smith	Member	Allowed	Marketing	Head of Marketing	Anna Kowalski	Microsoft 365 Business Premium	Cloud	28 Nov 2024	10 Jun 2026
	accounts@fabrikam.example	Accounts	Member	Blocked	–	–	–	–	Cloud	4 Mar 2024	Never
	aisha.brown@fabrikam.example	Aisha Brown	Member	Allowed	Operations	Head of Operations	Anna Kowalski	Microsoft 365 Business Premium	Cloud	26 Jan 2025	24 Apr 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	amelia.jackson@fabrikam.example	Amelia Jackson	Member	Allowed	Projects	Project manager	Ruby Clark	Microsoft 365 Business Premium	Cloud	30 May 2025	29 Nov 2026
	amelia.khan@fabrikam.example	Amelia Khan	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Premium	Cloud	27 Jun 2023	29 Nov 2026
Medium	anna.kowalski@fabrikam.example	Anna Kowalski	Member	Allowed	Sales	Sales lead	Ben Okafor	Microsoft 365 Business Premium	Cloud	–	30 Sep 2026
	arthur.lee@fabrikam.example	Arthur Lee	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Basic	Cloud	18 Apr 2024	26 Nov 2026
	arthur.williams@fabrikam.example	Arthur Williams	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Premium	Cloud	4 Feb 2024	29 Nov 2026
	ava.jackson@fabrikam.example	Ava Jackson	Member	Allowed	Customer Service	Customer service adviser	Rhys Walker	Microsoft 365 Business Premium	Cloud	29 Dec 2023	26 Nov 2026
	ava.moore@fabrikam.example	Ava Moore	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Premium	Cloud	2 Jan 2025	26 Nov 2026
	ava.thomas@fabrikam.example	Ava Thomas	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	Cloud	7 Jan 2026	23 Nov 2026
	ben.okafor@fabrikam.example	Ben Okafor	Member	Blocked	–	–	–	Microsoft 365 Business Premium	Cloud	–	Never
	boardroom@fabrikam.example	Boardroom	Member	Blocked	–	–	–	–	Cloud	4 Mar 2024	Never
	callum.turner@fabrikam.example	Callum Turner	Member	Allowed	HR	HR adviser	Noah Wood	Microsoft 365 Business Premium	Cloud	30 Jan 2023	29 Nov 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	chloe.jackson@fabrikam.example	Chloe Jackson	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Premium	Cloud	12 Nov 2021	26 Nov 2026
	lab_dentlab-uk.example#EXT#@fabrikam.onmicrosoft.com	DentLab UK	Guest	Allowed	–	–	–	–	Cloud	23 Apr 2026	20 Nov 2026
	ella.evans@fabrikam.example	Ella Evans	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	Cloud	19 Dec 2021	26 Nov 2026
	ella.hughes@fabrikam.example	Ella Hughes	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Premium	Cloud	18 Sep 2025	29 Nov 2026
	breakglass@fabrikam.example	Emergency access	Member	Allowed	–	–	–	–	Cloud	4 Mar 2024	17 Nov 2026
	ethan.jones@fabrikam.example	Ethan Jones	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Premium	Cloud	21 May 2023	17 Nov 2026
	freya.evans@fabrikam.example	Freya Evans	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Premium	Cloud	12 Mar 2024	17 Nov 2026
	george.baker@fabrikam.example	George Baker	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Premium	Cloud	1 Jul 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
	george.williams@fabrikam.example	George Williams	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	Cloud	17 Mar 2025	28 Nov 2026
	henry.roberts@fabrikam.example	Henry Roberts	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Premium	Cloud	4 Sep 2022	23 Nov 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	info@fabrikam.example	Info	Member	Blocked	–	–	–	–	Cloud	4 Mar 2024	Never
	isla.scott@fabrikam.example	Isla Scott	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Premium	Cloud	26 Nov 2024	29 Nov 2026
	jack.lee@fabrikam.example	Jack Lee	Member	Allowed	Sales	Head of Sales	Anna Kowalski	Microsoft 365 Business Premium	Cloud	3 Mar 2025	22 Jul 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
	jack.ward@fabrikam.example	Jack Ward	Member	Allowed	HR	HR adviser	Noah Wood	Microsoft 365 Business Premium	Cloud	22 Nov 2023	29 Nov 2026
	leo.harrison@fabrikam.example	Leo Harrison	Member	Allowed	HR	HR adviser	Noah Wood	Microsoft 365 Business Premium	Cloud	13 Sep 2024	26 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
	lily.white@fabrikam.example	Lily White	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Premium	Cloud	29 Jul 2022	29 Nov 2026
	megan.green@fabrikam.example	Megan Green	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	Cloud	3 Aug 2023	29 Nov 2026
	megan.king@fabrikam.example	Megan King	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	Cloud	25 May 2024	28 Nov 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	noah.harris@fabrikam.example	Noah Harris	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Premium	Cloud	9 Sep 2023	17 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
	olivia.taylor@fabrikam.example	Olivia Taylor	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Premium	Cloud	22 Jun 2022	23 Nov 2026
	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
	owen.patel@fabrikam.example	Owen Patel	Member	Allowed	Projects	Project manager	Ruby Clark	Microsoft 365 Business Premium	Cloud	3 Mar 2022	26 Nov 2026
	owen.robinson@fabrikam.example	Owen Robinson	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Premium	Cloud	24 Nov 2026	29 Nov 2026
	owen.scott@fabrikam.example	Owen Scott	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Premium	Cloud	8 Feb 2025	28 Nov 2026
	owen.smith@fabrikam.example	Owen Smith	Member	Allowed	HR	HR adviser	Noah Wood	Microsoft 365 Business Premium	Cloud	6 Jul 2025	29 Nov 2026
	owen.turner@fabrikam.example	Owen Turner	Member	Allowed	Customer Service	Customer service adviser	Rhys Walker	Microsoft 365 Business Premium	Cloud	16 May 2022	29 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
	reception@fabrikam.example	Reception	Member	Allowed	–	–	–	–	Cloud	4 Mar 2024	Never

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	rhys.hall@fabrikam.example	Rhys Hall	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Basic	Cloud	23 Apr 2025	29 Nov 2026
	rhys.scott@fabrikam.example	Rhys Scott	Member	Allowed	Customer Service	Customer service adviser	Rhys Walker	Microsoft 365 Business Premium	Cloud	8 Mar 2023	29 Nov 2026
	rhys.walker@fabrikam.example	Rhys Walker	Member	Allowed	Customer Service	Head of Customer Service	Anna Kowalski	Microsoft 365 Business Premium	Cloud	18 Nov 2024	23 Jul 2026
	ruby.clark@fabrikam.example	Ruby Clark	Member	Allowed	Projects	Head of Projects	Anna Kowalski	Microsoft 365 Business Premium	Cloud	22 Mar 2026	27 Nov 2026
	ruby.davies@fabrikam.example	Ruby Davies	Member	Allowed	Projects	Project manager	Ruby Clark	Microsoft 365 Business Premium	Cloud	24 Dec 2022	29 Nov 2026
	ruby.wood@fabrikam.example	Ruby Wood	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Premium	Cloud	17 Nov 2022	29 Nov 2026
	sam.carter_consultants.example#EXT#@fabrikam.onmicrosoft.com	Sam Carter (guest)	Guest	Allowed	–	–	–	–	Cloud	15 Oct 2025	Never
	thomas.allen@fabrikam.example	Thomas Allen	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Premium	Cloud	1 Dec 2025	23 Nov 2026
	thomas.johnson@fabrikam.example	Thomas Johnson	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Premium	Cloud	25 Jan 2022	27 Nov 2026
	thomas.robinson@fabrikam.example	Thomas Robinson	Member	Allowed	Reception	Head of Reception	Anna Kowalski	Microsoft 365 Business Premium	Cloud	13 Feb 2026	29 Nov 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Source	Created	Last sign-in
	william.lewis@fabrikam.example	William Lewis	Member	Allowed	Customer Service	Customer service adviser	Rhys Walker	Microsoft 365 Business Premium	Cloud	12 Aug 2025	26 Nov 2026
	william.wood@fabrikam.example	William Wood	Member	Allowed	Projects	Project manager	Ruby Clark	Microsoft 365 Business Premium	Cloud	7 Aug 2024	27 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 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).

Name	Sign-in	Department	Direct reports	Reports
Ruby Clark	Allowed	Projects	5	Amelia Jackson, Owen Khan, Owen Patel, Ruby Davies, William Wood

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	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, 18:57 UTC.