

ALL USERS

Fabrikam Dental Group



PREPARED BY
Harbour IT

DATE
12 Oct 2026

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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: 56 of 56 rows, 1 column hidden. Managers: 1 of 10 rows, Flag is Medium. 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 56 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	Created	Last sign-in
	aaron.smith@fabrikam.example	Aaron Smith	Member	Allowed	Marketing	Head of Marketing	Anna Kowalski	Microsoft 365 Business Premium	24 May 2026	22 Apr 2026
	aisha.brown@fabrikam.example	Aisha Brown	Member	Allowed	Operations	Head of Operations	Anna Kowalski	Microsoft 365 Business Premium	6 Aug 2026	7 Mar 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Created	Last sign-in
	amelia.jackson@fabrikam.example	Amelia Jackson	Member	Allowed	Projects	Project manager	Ruby Clark	Microsoft 365 Business Premium	12 Apr 2025	12 Oct 2026
	amelia.khan@fabrikam.example	Amelia Khan	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Premium	10 May 2023	12 Oct 2026
● Medium	anna.kowalski@fabrikam.example	Anna Kowalski	Member	Allowed	Sales	Sales lead	Ben Okafor	Microsoft 365 Business Premium	–	30 Sep 2026
	arthur.lee@fabrikam.example	Arthur Lee	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Basic	1 Mar 2024	9 Oct 2026
	arthur.williams@fabrikam.example	Arthur Williams	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Premium	18 Dec 2023	12 Oct 2026
	ava.jackson@fabrikam.example	Ava Jackson	Member	Allowed	Customer Service	Customer service adviser	Rhys Walker	Microsoft 365 Business Premium	11 Nov 2023	8 Oct 2026
	ava.moore@fabrikam.example	Ava Moore	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Premium	15 Nov 2024	9 Oct 2026
	ava.thomas@fabrikam.example	Ava Thomas	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	20 Nov 2025	6 Oct 2026
	ben.okafor@fabrikam.example	Ben Okafor	Member	Blocked	–	–	–	Microsoft 365 Business Premium	–	Never
	callum.turner@fabrikam.example	Callum Turner	Member	Allowed	HR	HR adviser	Noah Wood	Microsoft 365 Business Premium	13 Dec 2022	12 Oct 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Created	Last sign-in
	chloe.jackson@fabrikam.example	Chloe Jackson	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Premium	25 Sep 2021	9 Oct 2026
	ella.evans@fabrikam.example	Ella Evans	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	1 Nov 2021	9 Oct 2026
	ella.hughes@fabrikam.example	Ella Hughes	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Premium	1 Aug 2025	11 Oct 2026
	breakglass@fabrikam.example	Emergency access	Member	Allowed	–	–	–	–	4 Mar 2024	30 Sep 2026
	ethan.jones@fabrikam.example	Ethan Jones	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Premium	3 Apr 2023	29 Sep 2026
	freya.evans@fabrikam.example	Freya Evans	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Premium	24 Jan 2024	30 Sep 2026
	george.baker@fabrikam.example	George Baker	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Premium	14 May 2024	9 Oct 2026
	george.walker@fabrikam.example	George Walker	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Basic	7 Sep 2025	10 Oct 2026
	george.williams@fabrikam.example	George Williams	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Premium	28 Jan 2025	10 Oct 2026
	henry.roberts@fabrikam.example	Henry Roberts	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Premium	18 Jul 2022	6 Oct 2026
	isla.scott@fabrikam.example	Isla Scott	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Premium	9 Oct 2024	12 Oct 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Created	Last sign-in
	jack.lee@fabrikam.example	Jack Lee	Member	Allowed	Sales	Head of Sales	Anna Kowalski	Microsoft 365 Business Premium	30 Jun 2026	3 Jun 2026
	jack.roberts@fabrikam.example	Jack Roberts	Member	Allowed	HR	HR adviser	Noah Wood	Microsoft 365 Business Basic	20 Feb 2022	12 Oct 2026
	jack.ward@fabrikam.example	Jack Ward	Member	Allowed	HR	HR adviser	Noah Wood	Microsoft 365 Business Premium	5 Oct 2023	11 Oct 2026
	leo.harrison@fabrikam.example	Leo Harrison	Member	Allowed	HR	HR adviser	Noah Wood	Microsoft 365 Business Premium	27 Jul 2024	8 Oct 2026
	lily.khan@fabrikam.example	Lily Khan	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Basic	25 Feb 2023	11 Oct 2026
	lily.watson@fabrikam.example	Lily Watson	Member	Allowed	Finance	Accountant	Zara Edwards	Microsoft 365 Business Basic	24 Aug 2022	11 Oct 2026
	lily.white@fabrikam.example	Lily White	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Premium	11 Jun 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
	noah.harris@fabrikam.example	Noah Harris	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Premium	23 Jul 2023	29 Sep 2026
	noah.wood@fabrikam.example	Noah Wood	Member	Allowed	HR	Head of HR	Anna Kowalski	Microsoft 365 Business Basic	11 Mar 2026	7 Feb 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Created	Last sign-in
	olivia.taylor@fabrikam.example	Olivia Taylor	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Premium	5 May 2022	6 Oct 2026
	oscar.smith@fabrikam.example	Oscar Smith	Member	Allowed	Sales	Account manager	Jack Lee	Microsoft 365 Business Basic	19 Aug 2021	12 Oct 2026
	owen.khan@fabrikam.example	Owen Khan	Member	Allowed	Projects	Project manager	Ruby Clark	Microsoft 365 Business Basic	29 Aug 2023	10 Oct 2026
	owen.patel@fabrikam.example	Owen Patel	Member	Allowed	Projects	Project manager	Ruby Clark	Microsoft 365 Business Premium	14 Jan 2022	8 Oct 2026
	owen.robinson@fabrikam.example	Owen Robinson	Member	Allowed	Marketing	Marketing executive	Aaron Smith	Microsoft 365 Business Premium	13 Jul 2021	12 Oct 2026
	owen.scott@fabrikam.example	Owen Scott	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Premium	22 Dec 2024	11 Oct 2026
	owen.smith@fabrikam.example	Owen Smith	Member	Allowed	HR	HR adviser	Noah Wood	Microsoft 365 Business Premium	19 May 2025	12 Oct 2026
	owen.turner@fabrikam.example	Owen Turner	Member	Allowed	Customer Service	Customer service adviser	Rhys Walker	Microsoft 365 Business Premium	29 Mar 2022	12 Oct 2026
	priya.williams@fabrikam.example	Priya Williams	Member	Allowed	Customer Service	Customer service adviser	Rhys Walker	Microsoft 365 Business Basic	2 Sep 2024	10 Oct 2026
	rhys.hall@fabrikam.example	Rhys Hall	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Basic	6 Mar 2025	12 Oct 2026
	rhys.scott@fabrikam.example	Rhys Scott	Member	Allowed	Customer Service	Customer service adviser	Rhys Walker	Microsoft 365 Business Premium	19 Jan 2023	12 Oct 2026

Flag	Account	Name	Type	Sign-in	Department	Job title	Manager	Licences	Created	Last sign-in
	rhys.walker@fabrikam.example	Rhys Walker	Member	Allowed	Customer Service	Head of Customer Service	Anna Kowalski	Microsoft 365 Business Premium	17 Apr 2026	5 Jun 2026
	ruby.clark@fabrikam.example	Ruby Clark	Member	Allowed	Projects	Head of Projects	Anna Kowalski	Microsoft 365 Business Premium	2 Feb 2026	10 Oct 2026
	ruby.davies@fabrikam.example	Ruby Davies	Member	Allowed	Projects	Project manager	Ruby Clark	Microsoft 365 Business Premium	6 Nov 2022	12 Oct 2026
	ruby.wood@fabrikam.example	Ruby Wood	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Premium	30 Sep 2022	11 Oct 2026
	g#EXT#@fabrikam.example	Sam Carter (guest)	Guest	Allowed	–	–	–	–	–	Never
	thomas.allen@fabrikam.example	Thomas Allen	Member	Allowed	Operations	Operations coordinator	Aisha Brown	Microsoft 365 Business Premium	14 Oct 2025	5 Oct 2026
	thomas.johnson@fabrikam.example	Thomas Johnson	Member	Allowed	Reception	Receptionist	Thomas Robinson	Microsoft 365 Business Premium	8 Dec 2021	10 Oct 2026
	thomas.robinson@fabrikam.example	Thomas Robinson	Member	Allowed	Reception	Head of Reception	Anna Kowalski	Microsoft 365 Business Premium	27 Dec 2025	12 Oct 2026
	william.lewis@fabrikam.example	William Lewis	Member	Allowed	Customer Service	Customer service adviser	Rhys Walker	Microsoft 365 Business Premium	25 Jun 2025	9 Oct 2026
	william.wood@fabrikam.example	William Wood	Member	Allowed	Projects	Project manager	Ruby Clark	Microsoft 365 Business Premium	20 Jun 2024	10 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 1 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

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	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.