

ALL USERS

# Fabrikam Dental Group



|             |             |                        |                          |
|-------------|-------------|------------------------|--------------------------|
| PREPARED BY | DATE        | DATA COLLECTED         | MICROSOFT 365 TENANT     |
| Harbour IT  | 14 Oct 2026 | 14 Oct 2026, 04:00 UTC | 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.

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                       | Source | Created     | Last sign-in |
|------|------------------------------|-------------|--------|---------|------------|--------------------|---------------|--------------------------------|--------|-------------|--------------|
|      | aaron.smith@fabrikam.example | Aaron Smith | Member | Allowed | Marketing  | Head of Marketing  | Anna Kowalski | Microsoft 365 Business Premium | Cloud  | 26 May 2026 | 24 Apr 2026  |
|      | aisha.brown@fabrikam.example | Aisha Brown | Member | Allowed | Operations | Head of Operations | Anna Kowalski | Microsoft 365 Business Premium | Cloud  | 8 Aug 2026  | 9 Mar 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  | 14 Apr 2025 | 14 Oct 2026  |
|          | amelia.khan@fabrikam.example     | Amelia Khan     | Member | Allowed | Operations       | Operations coordinator   | Aisha Brown  | Microsoft 365 Business Premium | Cloud  | 12 May 2023 | 13 Oct 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  | 3 Mar 2024  | 11 Oct 2026  |
|          | arthur.williams@fabrikam.example | Arthur Williams | Member | Allowed | Marketing        | Marketing executive      | Aaron Smith  | Microsoft 365 Business Premium | Cloud  | 20 Dec 2023 | 13 Oct 2026  |
|          | ava.jackson@fabrikam.example     | Ava Jackson     | Member | Allowed | Customer Service | Customer service adviser | Rhys Walker  | Microsoft 365 Business Premium | Cloud  | 13 Nov 2023 | 10 Oct 2026  |
|          | ava.moore@fabrikam.example       | Ava Moore       | Member | Allowed | Sales            | Account manager          | Jack Lee     | Microsoft 365 Business Premium | Cloud  | 17 Nov 2024 | 11 Oct 2026  |
|          | ava.thomas@fabrikam.example      | Ava Thomas      | Member | Allowed | Finance          | Accountant               | Zara Edwards | Microsoft 365 Business Premium | Cloud  | 22 Nov 2025 | 7 Oct 2026   |
|          |                                  |                 |        |         |                  |                          |              |                                |        |             |              |

| Flag | 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        |
|      | callum.turner@fabrikam.example | Callum Turner    | Member | Allowed | HR         | HR adviser             | Noah Wood    | Microsoft 365 Business Premium | Cloud  | 15 Dec 2022 | 14 Oct 2026  |
|      | chloe.jackson@fabrikam.example | Chloe Jackson    | Member | Allowed | Operations | Operations coordinator | Aisha Brown  | Microsoft 365 Business Premium | Cloud  | 27 Sep 2021 | 11 Oct 2026  |
|      | ella.evans@fabrikam.example    | Ella Evans       | Member | Allowed | Finance    | Accountant             | Zara Edwards | Microsoft 365 Business Premium | Cloud  | 3 Nov 2021  | 11 Oct 2026  |
|      | ella.hughes@fabrikam.example   | Ella Hughes      | Member | Allowed | Marketing  | Marketing executive    | Aaron Smith  | Microsoft 365 Business Premium | Cloud  | 3 Aug 2025  | 13 Oct 2026  |
|      | breakglass@fabrikam.example    | Emergency access | Member | Allowed | –          | –                      | –            | –                              | Cloud  | 4 Mar 2024  | 2 Oct 2026   |
|      | ethan.jones@fabrikam.example   | Ethan Jones      | Member | Allowed | Sales      | Account manager        | Jack Lee     | Microsoft 365 Business Premium | Cloud  | 5 Apr 2023  | 1 Oct 2026   |
|      | freya.evans@fabrikam.example   | Freya Evans      | Member | Allowed | Sales      | Account manager        | Jack Lee     | Microsoft 365 Business Premium | Cloud  | 26 Jan 2024 | 2 Oct 2026   |
|      |                                |                  |        |         |            |                        |              |                                |        |             |              |

| Flag | Account                          | Name            | Type   | Sign-in | Department | Job title              | Manager         | Licences                       | Source | Created     | Last sign-in |
|------|----------------------------------|-----------------|--------|---------|------------|------------------------|-----------------|--------------------------------|--------|-------------|--------------|
|      | george.baker@fabrikam.example    | George Baker    | Member | Allowed | Reception  | Receptionist           | Thomas Robinson | Microsoft 365 Business Premium | Cloud  | 16 May 2024 | 11 Oct 2026  |
|      | george.walker@fabrikam.example   | George Walker   | Member | Allowed | Sales      | Account manager        | Jack Lee        | Microsoft 365 Business Basic   | Cloud  | 9 Sep 2025  | 12 Oct 2026  |
|      | george.williams@fabrikam.example | George Williams | Member | Allowed | Finance    | Accountant             | Zara Edwards    | Microsoft 365 Business Premium | Cloud  | 30 Jan 2025 | 12 Oct 2026  |
|      | henry.roberts@fabrikam.example   | Henry Roberts   | Member | Allowed | Operations | Operations coordinator | Aisha Brown     | Microsoft 365 Business Premium | Cloud  | 20 Jul 2022 | 7 Oct 2026   |
|      | isla.scott@fabrikam.example      | Isla Scott      | Member | Allowed | Marketing  | Marketing executive    | Aaron Smith     | Microsoft 365 Business Premium | Cloud  | 11 Oct 2024 | 14 Oct 2026  |
|      | jack.lee@fabrikam.example        | Jack Lee        | Member | Allowed | Sales      | Head of Sales          | Anna Kowalski   | Microsoft 365 Business Premium | Cloud  | 2 Jul 2026  | 5 Jun 2026   |
|      | jack.roberts@fabrikam.example    | Jack Roberts    | Member | Allowed | HR         | HR adviser             | Noah Wood       | Microsoft 365 Business Basic   | Cloud  | 22 Feb 2022 | 13 Oct 2026  |
|      | jack.ward@fabrikam.example       | Jack Ward       | Member | Allowed | HR         | HR adviser             | Noah Wood       | Microsoft 365 Business Premium | Cloud  | 7 Oct 2023  | 13 Oct 2026  |
|      |                                  |                 |        |         |            |                        |                 |                                |        |             |              |

| Flag | Account                       | Name         | Type   | Sign-in | Department | Job title           | Manager         | Licences                       | Source | Created     | Last sign-in |
|------|-------------------------------|--------------|--------|---------|------------|---------------------|-----------------|--------------------------------|--------|-------------|--------------|
|      | leo.harrison@fabrikam.example | Leo Harrison | Member | Allowed | HR         | HR adviser          | Noah Wood       | Microsoft 365 Business Premium | Cloud  | 29 Jul 2024 | 10 Oct 2026  |
|      | lily.khan@fabrikam.example    | Lily Khan    | Member | Allowed | Marketing  | Marketing executive | Aaron Smith     | Microsoft 365 Business Basic   | Cloud  | 27 Feb 2023 | 13 Oct 2026  |
|      | lily.watson@fabrikam.example  | Lily Watson  | Member | Allowed | Finance    | Accountant          | Zara Edwards    | Microsoft 365 Business Basic   | Cloud  | 26 Aug 2022 | 13 Oct 2026  |
|      | lily.white@fabrikam.example   | Lily White   | Member | Allowed | Sales      | Account manager     | Jack Lee        | Microsoft 365 Business Premium | Cloud  | 13 Jun 2022 | 13 Oct 2026  |
|      | megan.green@fabrikam.example  | Megan Green  | Member | Allowed | Finance    | Accountant          | Zara Edwards    | Microsoft 365 Business Premium | Cloud  | 18 Jun 2023 | 14 Oct 2026  |
|      | megan.king@fabrikam.example   | Megan King   | Member | Allowed | Finance    | Accountant          | Zara Edwards    | Microsoft 365 Business Premium | Cloud  | 9 Apr 2024  | 13 Oct 2026  |
|      | noah.harris@fabrikam.example  | Noah Harris  | Member | Allowed | Reception  | Receptionist        | Thomas Robinson | Microsoft 365 Business Premium | Cloud  | 25 Jul 2023 | 1 Oct 2026   |
|      | noah.wood@fabrikam.example    | Noah Wood    | Member | Allowed | HR         | Head of HR          | Anna Kowalski   | Microsoft 365 Business Basic   | Cloud  | 13 Mar 2026 | 9 Feb 2026   |
|      |                               |              |        |         |            |                     |                 |                                |        |             |              |

| Flag | Account                        | Name          | Type   | Sign-in | Department       | Job title                | Manager     | Licences                       | Source | Created     | Last sign-in |
|------|--------------------------------|---------------|--------|---------|------------------|--------------------------|-------------|--------------------------------|--------|-------------|--------------|
|      | olivia.taylor@fabrikam.example | Olivia Taylor | Member | Allowed | Marketing        | Marketing executive      | Aaron Smith | Microsoft 365 Business Premium | Cloud  | 7 May 2022  | 7 Oct 2026   |
|      | oscar.smith@fabrikam.example   | Oscar Smith   | Member | Allowed | Sales            | Account manager          | Jack Lee    | Microsoft 365 Business Basic   | Cloud  | 21 Aug 2021 | 14 Oct 2026  |
|      | owen.khan@fabrikam.example     | Owen Khan     | Member | Allowed | Projects         | Project manager          | Ruby Clark  | Microsoft 365 Business Basic   | Cloud  | 31 Aug 2023 | 12 Oct 2026  |
|      | owen.patel@fabrikam.example    | Owen Patel    | Member | Allowed | Projects         | Project manager          | Ruby Clark  | Microsoft 365 Business Premium | Cloud  | 16 Jan 2022 | 10 Oct 2026  |
|      | owen.robinson@fabrikam.example | Owen Robinson | Member | Allowed | Marketing        | Marketing executive      | Aaron Smith | Microsoft 365 Business Premium | Cloud  | 15 Jul 2021 | 13 Oct 2026  |
|      | owen.scott@fabrikam.example    | Owen Scott    | Member | Allowed | Operations       | Operations coordinator   | Aisha Brown | Microsoft 365 Business Premium | Cloud  | 24 Dec 2024 | 13 Oct 2026  |
|      | owen.smith@fabrikam.example    | Owen Smith    | Member | Allowed | HR               | HR adviser               | Noah Wood   | Microsoft 365 Business Premium | Cloud  | 21 May 2025 | 14 Oct 2026  |
|      | owen.turner@fabrikam.example   | Owen Turner   | Member | Allowed | Customer Service | Customer service adviser | Rhys Walker | Microsoft 365 Business Premium | Cloud  | 31 Mar 2022 | 13 Oct 2026  |
|      |                                |               |        |         |                  |                          |             |                                |        |             |              |

| Flag | Account                         | Name               | Type   | Sign-in | Department       | Job title                | Manager         | Licences                       | Source | Created     | Last sign-in |
|------|---------------------------------|--------------------|--------|---------|------------------|--------------------------|-----------------|--------------------------------|--------|-------------|--------------|
|      | priya.williams@fabrikam.example | Priya Williams     | Member | Allowed | Customer Service | Customer service adviser | Rhys Walker     | Microsoft 365 Business Basic   | Cloud  | 4 Sep 2024  | 12 Oct 2026  |
|      | rhys.hall@fabrikam.example      | Rhys Hall          | Member | Allowed | Reception        | Receptionist             | Thomas Robinson | Microsoft 365 Business Basic   | Cloud  | 8 Mar 2025  | 13 Oct 2026  |
|      | rhys.scott@fabrikam.example     | Rhys Scott         | Member | Allowed | Customer Service | Customer service adviser | Rhys Walker     | Microsoft 365 Business Premium | Cloud  | 21 Jan 2023 | 14 Oct 2026  |
|      | rhys.walker@fabrikam.example    | Rhys Walker        | Member | Allowed | Customer Service | Head of Customer Service | Anna Kowalski   | Microsoft 365 Business Premium | Cloud  | 19 Apr 2026 | 7 Jun 2026   |
|      | ruby.clark@fabrikam.example     | Ruby Clark         | Member | Allowed | Projects         | Head of Projects         | Anna Kowalski   | Microsoft 365 Business Premium | Cloud  | 4 Feb 2026  | 11 Oct 2026  |
|      | ruby.davies@fabrikam.example    | Ruby Davies        | Member | Allowed | Projects         | Project manager          | Ruby Clark      | Microsoft 365 Business Premium | Cloud  | 8 Nov 2022  | 14 Oct 2026  |
|      | ruby.wood@fabrikam.example      | Ruby Wood          | Member | Allowed | Reception        | Receptionist             | Thomas Robinson | Microsoft 365 Business Premium | Cloud  | 2 Oct 2022  | 13 Oct 2026  |
|      | g#EXT#@fabrikam.example         | Sam Carter (guest) | Guest  | Allowed | –                | –                        | –               | –                              | Cloud  | –           | Never        |
|      |                                 |                    |        |         |                  |                          |                 |                                |        |             |              |

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|------|----------------------------------|-----------------|--------|---------|------------------|--------------------------|-----------------|--------------------------------|--------|-------------|--------------|
|      | thomas.allen@fabrikam.example    | Thomas Allen    | Member | Allowed | Operations       | Operations coordinator   | Aisha Brown     | Microsoft 365 Business Premium | Cloud  | 16 Oct 2025 | 7 Oct 2026   |
|      | thomas.johnson@fabrikam.example  | Thomas Johnson  | Member | Allowed | Reception        | Receptionist             | Thomas Robinson | Microsoft 365 Business Premium | Cloud  | 10 Dec 2021 | 11 Oct 2026  |
|      | thomas.robinson@fabrikam.example | Thomas Robinson | Member | Allowed | Reception        | Head of Reception        | Anna Kowalski   | Microsoft 365 Business Premium | Cloud  | 29 Dec 2025 | 14 Oct 2026  |
|      | william.lewis@fabrikam.example   | William Lewis   | Member | Allowed | Customer Service | Customer service adviser | Rhys Walker     | Microsoft 365 Business Premium | Cloud  | 27 Jun 2025 | 10 Oct 2026  |
|      | william.wood@fabrikam.example    | William Wood    | Member | Allowed | Projects         | Project manager          | Ruby Clark      | Microsoft 365 Business Premium | Cloud  | 22 Jun 2024 | 11 Oct 2026  |
|      | zara.edwards@fabrikam.example    | Zara Edwards    | Member | Allowed | Finance          | Head of Finance          | Anna Kowalski   | Microsoft 365 Business Basic   | Cloud  | 14 Sep 2026 | 10 Jul 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 | Reports                                                                                               |
|----------|----------------------------------|-----------------|---------|------------------|----------------|-------------------------------------------------------------------------------------------------------|
| ● Medium | ben.okafor@fabrikam.example      | Ben Okafor      | Blocked | –                | 1              | Anna Kowalski                                                                                         |
|          | aaron.smith@fabrikam.example     | Aaron Smith     | Allowed | Marketing        | 6              | Arthur Williams, Ella Hughes, Isla Scott, Lily Khan, Olivia Taylor, Owen Robinson                     |
|          | aisha.brown@fabrikam.example     | Aisha Brown     | Allowed | Operations       | 6              | Amelia Khan, Arthur Lee, Chloe Jackson, Henry Roberts, Owen Scott, Thomas Allen                       |
|          | anna.kowalski@fabrikam.example   | Anna Kowalski   | Allowed | Sales            | 8              | Aaron Smith, Aisha Brown, Jack Lee, Noah Wood, Rhys Walker, Ruby Clark, Thomas Robinson, Zara Edwards |
|          | jack.lee@fabrikam.example        | Jack Lee        | Allowed | Sales            | 6              | Ava Moore, Ethan Jones, Freya Evans, George Walker, Lily White, Oscar Smith                           |
|          | noah.wood@fabrikam.example       | Noah Wood       | Allowed | HR               | 5              | Callum Turner, Jack Roberts, Jack Ward, Leo Harrison, Owen Smith                                      |
|          | rhys.walker@fabrikam.example     | Rhys Walker     | Allowed | Customer Service | 5              | Ava Jackson, Owen Turner, Priya Williams, Rhys Scott, William Lewis                                   |
|          | ruby.clark@fabrikam.example      | Ruby Clark      | Allowed | Projects         | 5              | Amelia Jackson, Owen Khan, Owen Patel, Ruby Davies, William Wood                                      |
|          | thomas.robinson@fabrikam.example | Thomas Robinson | Allowed | Reception        | 5              | George Baker, Noah Harris, Rhys Hall, Ruby Wood, Thomas Johnson                                       |
|          | zara.edwards@fabrikam.example    | Zara Edwards    | 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          |
| 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 14 Oct 2026, 04:00 UTC.