

Fabrikam Dental Group



PREPARED BY	DATE	DATA COLLECTED	MICROSOFT 365 TENANT
Harbour IT	13 Oct 2026	12 Oct 2026, 17:16 UTC	fabrikam.onmicrosoft.com

Mailboxes answering mail with an out-of-office reply, who outside hears it, and replies that have been on so long they look forgotten.

Filtered view. Mailboxes with an automatic reply: 3 of 4 rows, State is On. The headline figures cover every row.

Replying now 3 Mailboxes sending an automatic reply	Replying outside the organisation 3 To everyone or to contacts	On for over 30 days 1 Active accounts, possibly forgotten	Scheduled to start 1 Replies set for later
--	---	--	---

Mailboxes with an automatic reply 3 1 to review

3 mailboxes are answering mail with an automatic reply now, 3 of them to people outside the organisation too. Checked 4 mailboxes. Replies on for over 30 days on an active account are flagged: they're often left on after someone is back. Turn one off in Outlook (Settings > Mail > Automatic replies) or, as an admin, in the Exchange admin centre (Recipients > Mailboxes > the mailbox > Others > Automatic replies).

Flag	Mailbox	Type	State	From	Until	Replies outside the organisation	First seen on	Account	Reply to colleagues	Reply to outside senders
● Medium	rhys.walker@fabrikam.example	User	On	–	–	Everyone	7 Sep 2026	Active	I'm on leave until 2 September. For anything urgent please email the office.	I'm on leave until 2 September. For anything urgent please email the office.
	ben.okafor@fabrikam.example	User	On	–	–	Everyone	12 Oct 2026	Sign-in blocked	Ben Okafor has left the company. Please contact anna.kowalski@fabrikam.example instead.	Ben Okafor has left the company. Please contact anna.kowalski@fabrikam.example instead.
	george.walker@fabrikam.example	User	On	–	–	Contacts only	12 Oct 2026	Active	I'm at a conference this week and will reply on Monday.	I'm at a conference this week and will reply on Monday.

First seen on is the earliest of Office Sentry's collections, in an unbroken run, that found the reply on; it can't go back further than the snapshots kept.

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, 17:16 UTC.