

AMELIA KHAN

Fabrikam Dental Group



PREPARED BY
Harbour IT

DATE
12 Oct 2026

DATA COLLECTED
12 Oct 2026, 17:16 UTC

MICROSOFT 365 TENANT
fabrikam.onmicrosoft.com

Everything collected about amelia.khan@fabrikam.example.

Needs attention
3
Worst: medium

Sign-in
Allowed
Last sign-in today

MFA
Required, not set up

Admin roles
None

Licences
1 licence
£18.10 a month

Devices
1 device

Needs attention 3 2 to review

Flag	What	Area
● Medium	Required, not set up: Will be asked to set up MFA at next sign-in. Until then, anyone with the password can set it up in their place.	MFA and sign-in protection
● Medium	Signed in from FR, which this tenant rarely signs in from. Check the person was there.	Recent sign-ins
● Low	No usage location is set, so licences can only come from groups (which use the organisation's country). Set one before assigning a licence directly.	Licences

Account 7

Detail	Value
Name	Amelia Khan
Sign-in name	amelia.khan@fabrikam.example
Account type	Member
Sign-in	Allowed
Source	Cloud-only
Created	10 May 2023 (1251 days ago)
Password expires	Follows the organisation's policy

Licences 1

Detail	Value
Usage location	Not set

Licences 1

Licence	Cost / month
Microsoft 365 Business Premium	£18.10

Microsoft 365 use 6

Detail	Value
Email	Used (last 12 Oct 2026)
Teams	Used (last 12 Oct 2026)
OneDrive	Used (last 9 Oct 2026)
SharePoint	Not in the last 30 days
Office apps	Used (last 12 Oct 2026)
Office apps used on	Windows, Mobile

MFA and sign-in protection 8

Detail	Value
MFA set up	No
Methods	None
Phishing-resistant method	No
Strongest method	None
Can sign in without a password	No
MFA required by	CA002 — All users: Require MFA
Conditional Access policies that apply	CA002 — All users: Require MFA, CA005 — Block sign-ins from disallowed countries, CA006 — Require MFA for Azure management, CA008 — All users: 8h sign-in frequency, CA009 — Require MFA for device registration, CA010 — Insider risk: Step-up MFA, CA011 — High sign-in risk: Block
Legacy sign-in blocked	No

Admin roles 1

Note
Holds no admin roles.

Administrative units 1

Note
In no administrative unit, and administers none.

Teams and groups 2

Name	Type	Role	Note
Finance	Microsoft 365 group	Member	–
Marketing	Microsoft 365 group	Member	–

Mailbox 8

Detail	Value
Address	amelia.khan@fabrikam.example
Type	User
Size	12.2 GB of 49.5 GB (25%)
Archive	Off
Litigation hold	Off
Forwarding	None
Older protocols allowed	None
More	Everything about this mailbox

Inbox rules 1

Rule	Enabled	What it does	Why it stands out
Newsletters	Yes	sender has newsletter: move to Newsletters	–

Mailboxes this person can open or send from 1

Mailbox	Type	Access
accounts@fabrikam.example	Shared	Full access, Send as

Devices 1

Device	Operating system	Compliance	Encrypted	Last check-in	Problems
DESK-KHAN33	Windows 11 25H2 (10.0.26200.6899)	Compliant	Yes	Today	–

OneDrive 4

Detail	Value
Storage used	32.6 GB of 1.00 TB
Files	50
Files active in the last 30 days	5
Last activity	8 Oct 2026

Apps this person allowed 1

Note
Hasn't consented to any app on their own behalf.

Recent sign-ins 6

Detail	Value
Successful	11 (3 with MFA, 8 with only a password)
Failed	None
MFA and other prompts	2
Countries	GB, FR (unusual for this tenant)
Apps	Office 365 SharePoint Online, Office 365 Exchange Online, Microsoft Teams, Microsoft Office
Devices	Windows10

Where this account signed in 2 1 to review

Flag	Country	Successful	Failed	Cities	IP addresses	Last success (UTC)
	GB	10	0	London	203.0.113.43	11 Oct 2026, 13:29
● Medium	FR	1	0	London	203.0.113.43	11 Oct 2026, 16:35

Sign-in history 3

Detail	Value
History from	14 Jun 2026
Last sign-in	11 Oct 2026 (yesterday)
Countries	FR, GB, IE, US

Sign-ins by month 5

Month	Days	Successful	Failed	With MFA	Password only	Countries
Oct 2026	8	16	0	7	9	FR, GB
Sep 2026	20	38	5	16	22	GB, IE
Aug 2026	25	46	2	16	30	GB, US
Jul 2026	19	45	1	17	28	FR, GB, IE, US
Jun 2026	12	27	0	11	16	FR, GB

Sign-ins and admin changes 5

Detail	Value
Last interactive sign-in	12 Oct 2026 (today)
Last background sign-in	None recorded
Last successful sign-in	None recorded
Legacy sign-ins (30 days)	None
Admin changes (last 120 days)	None by or to this account

Timeline 3 2 to review

Flag	When	Area	What happened
● Medium	11 Oct 2026, 16:35 UTC	Sign-in	Signed in from FR, unusual for this tenant (203.0.113.43)
	On or before 7 Sep 2026	Mailbox	Inbox rule "Newsletters" first seen
● Medium	14 Jul 2026, 18:00 UTC	Sign-in	First sign-in from US

Open findings 1 1 to review

Flag	Check	Detail	First seen
● Medium	Every active user has MFA registered	No MFA method registered	7 Sep 2026

History 0

No changes recorded yet.

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.