

# Contoso Legal LLP



|             |             |                        |                         |
|-------------|-------------|------------------------|-------------------------|
| PREPARED BY | DATE        | DATA COLLECTED         | MICROSOFT 365 TENANT    |
| Harbour IT  | 12 Oct 2026 | 12 Oct 2026, 04:00 UTC | contoso.onmicrosoft.com |

How much mail each domain sends and receives, how much was delivered, sent to Junk, quarantined or failed, and who gets the most spam and phishing.

Filtered view. Mail per day: 2 of 31 rows, Delivered is 6, 1 column hidden. The headline figures cover every row.

|                                                    |                                         |                                               |                                      |                                                                 |
|----------------------------------------------------|-----------------------------------------|-----------------------------------------------|--------------------------------------|-----------------------------------------------------------------|
| Messages<br><b>192</b><br>Counted since 2 Oct 2026 | Delivered<br><b>89%</b><br>171 messages | Quarantined<br><b>2</b><br>Held in quarantine | Failed<br><b>10</b><br>Not delivered | Phishing recipients<br><b>3</b><br>Targeted in the last 30 days |
|----------------------------------------------------|-----------------------------------------|-----------------------------------------------|--------------------------------------|-----------------------------------------------------------------|

## Mail per domain 1 1 to review

Mail counted for each of the tenant's domains since 2 Oct 2026, one count per message and recipient: received from outside, sent outside, and between colleagues. Junk is mail delivered to the Junk Email folder; quarantined mail waits in the Defender portal's quarantine (Email & collaboration > Review > Quarantine); failed mail wasn't delivered (the sender gets a bounce). A domain where more than 5% of mail fails is flagged: check its MX record and any connectors.

| Flag     | Domain          | Received | Sent | Between colleagues | Delivered | Junk | Quarantined | Failed | Failed share |
|----------|-----------------|----------|------|--------------------|-----------|------|-------------|--------|--------------|
| ● Medium | contoso.example | 110      | 45   | 37                 | 171       | 9    | 2           | 10     | 5%           |

## Top phishing recipients 3

The people Microsoft caught the most phishing for in the last 30 days (its top 20). These are the people attackers target: make sure they have phishing-resistant MFA and know how to report a message.

|  | Rank | Recipient                     | Phishing messages |
|--|------|-------------------------------|-------------------|
|  | 1    | joseph.morris@contoso.example | 4                 |
|  | 2    | megan.smith@contoso.example   | 3                 |
|  | 3    | jacob.johnson@contoso.example | 2                 |

## Top spam recipients 6

The people Microsoft caught the most spam for in the last 30 days (its top 20). Someone near the top every month may have an address that's been widely published or leaked.

|  | Rank | Recipient                     | Spam messages |
|--|------|-------------------------------|---------------|
|  | 1    | joseph.morris@contoso.example | 61            |
|  | 2    | megan.smith@contoso.example   | 30            |
|  | 3    | jacob.johnson@contoso.example | 24            |
|  | 4    | owen.taylor@contoso.example   | 19            |
|  | 5    | rhys.evans@contoso.example    | 12            |
|  | 6    | evie.davis@contoso.example    | 11            |

Mail per day 2

The same counts for each day, newest first.

| Flag  | Date       | Domain          | Direction          | Delivered | Junk | Failed |
|-------|------------|-----------------|--------------------|-----------|------|--------|
| ● Low | 7 Oct 2026 | contoso.example | Sent               | 6         | 0    | 2      |
|       | 4 Oct 2026 | contoso.example | Between colleagues | 6         | 0    | 0      |

Counted up to 12 Oct 2026; the message trace runs about an hour behind.

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, 04:00 UTC.