

Contoso Legal LLP



PREPARED BY	DATE	DATA COLLECTED	MICROSOFT 365 TENANT
Harbour IT	12 Oct 2026	11 Oct 2026, 20:32 UTC	contoso.onmicrosoft.com

Who has set up MFA, who is required to use it, and where the two don't match.

Filtered view. Protected accounts: 1 of 16 rows, Admin roles is Groups Administrator (limited scope), 1 column hidden. The headline figures cover every row.

Fully protected 16 of 18 89% of enabled members	No MFA at all 0 Not set up and not required	Set up, not required 0 A password alone gets in	Required, not set up 2 Anyone with the password can set it up	Admins with a gap 0 Fix these first
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How MFA is required 5 1 to review

Setting up MFA and being required to use it are separate. Both are needed.

Flag	Setting	Value
	Security Defaults	Off
	Conditional Access policies requiring MFA	Require MFA for all users
● Low	Report-only MFA policies (not enforced)	MFA for admins (report only)
● High	Legacy sign-in blocked by	Nothing
	Per-user MFA	Not read: Conditional Access is the way to require MFA on this tenant

Accounts with a gap 2 2 to review

Enabled members who either haven't set up MFA or aren't required to use it. Admins first.

By gap

Required, not set up

2

Flag	Account	Admin roles	Gap	MFA set up	Required by	Excluded from	What it means
● Medium	joseph.morris@contoso.example	–	Required, not set up	No	Require MFA for all users	–	Will be asked to set up MFA at next sign-in. Until then, anyone with the password can set it up in their place.
● Medium	lily.harrison@contoso.example	–	Required, not set up	No	Require MFA for all users	–	Will be asked to set up MFA at next sign-in. Until then, anyone with the password can set it up in their place.

Protected accounts 1

By method

Authenticator app

1

Admin roles	Methods	Required by
Global Administrator, Groups Administrator (limited scope)	Authenticator app	Require MFA for all users

Guests 1

Guests set up MFA in their own organisation, so only whether this tenant requires it is shown.

Guest	Required by	Excluded from
g#EXT#@contoso.example	Require MFA for all users	–

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 11 Oct 2026, 20:32 UTC.