

Contoso Legal LLP



PREPARED BY
Harbour IT

DATE
12 Oct 2026

DATA COLLECTED
12 Oct 2026, 04:00 UTC

MICROSOFT 365 TENANT
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: 3 of 16 rows, Methods is Phone. 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

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 3

By method

Phone

3

Account	Admin roles	Methods	Required by
rhys.evans@contoso.example	–	Phone	Require MFA for all users
sophie.taylor@contoso.example	–	Phone	Require MFA for all users
william.allen@contoso.example	–	Phone	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 12 Oct 2026, 04:00 UTC.