

OLIVIA WARD

Contoso Legal LLP



PREPARED BY
Harbour IT

DATE
12 Oct 2026

DATA COLLECTED
12 Oct 2026, 06:36 UTC

MICROSOFT 365 TENANT
contoso.onmicrosoft.com

Everything collected about the mailbox olivia.ward@contoso.example.

Needs attention

0

Nothing to do

Size

12.5 GB

25% of 49.5 GB

Others with access

Nobody else

Can open or send from it

Forwarding and rules

No forwarding

Protocols

1 older protocol allowed

Phones and tablets

1 device

Sync this mailbox

Needs attention 0

Nothing needs attention.

Mailbox 6

Detail	Value
Address	olivia.ward@contoso.example
Type	User mailbox
Alias	olivia.ward
Account	Olivia Ward
Sign-in	Allowed
Licensed	Yes

Size and growth 4

Detail	Value
Size	12.5 GB of 49.5 GB (25%)
Items	30,076
Recoverable deleted items	641.6 MB
Stops sending at	49.5 GB

Size by month 2

The last collection of each month.

Month	Size	Change
2026-10	12.5 GB	+1.5 GB
2026-09	11.0 GB	–

Forwarding and inbox rules 1

Detail	Value
Forwarding set by an admin	None

Who can open or send from it 1

Note
No one else has full access, send as or send on behalf.

Protocols and settings 5

Detail	Value
Older protocols allowed	POP
Mailbox auditing	On
Hidden from the address book	No
Archive	Off
Litigation hold	Off

Automatic reply 1

Note
No automatic reply is on or scheduled.

Devices 1

Device	Platform	App	Access	First sync	Last sync
iPhone 14	iOS	Mail app (ActiveSync)	Allowed	4 Nov 2025	12 Oct 2026

Email activity 1

Detail	Value
Last email activity	11 Oct 2026 (yesterday)

History 0

No changes recorded yet.

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