INFO

Contoso Legal LLP

Harbour IT

PREPARED BY	DATE	DATA COLLECTED	MICROSOFT 365 TENANT
Harbour IT	28 Nov 2026	28 Nov 2026, 04:00 UTC	contoso.onmicrosoft.com

Everything collected about info@contoso.example.

Needs attention
2
Worst: medium

Sign-in
Blocked
Never signed in

MFA
Unknown

Admin roles
None

Licences
None

Devices
None

Needs attention 2 1 to review

Flag	What	Area
Medium	Signed in 1 time with legacy authentication (Authenticated SMTP) in the last 30 days. These sign-ins skip MFA.	Sign-ins and admin changes
Low	Signed in 2 times with only a password in the last 7 days, never with MFA.	Recent sign-ins

Account 8

Detail	Value
Name	Info

Detail	Value
Sign-in name	info@contoso.example
Account type	Member
Sign-in	Blocked
Source	Cloud-only
Created	4 Mar 2024 (999 days ago)
Password last changed	3 Apr 2024 (969 days ago)
Password expires	Follows the organisation's policy

Before you close this account 2

Flag	Area	What's left	What to do
	Mailbox	Shared mailbox info@contoso.example, 6.4 GB	Already a shared mailbox.
● Low	Mailbox access	4 people can open or send from this mailbox: annabel.fraser@contoso.example, jack.white@contoso.example, noah.clark@contoso.example, william.allen@contoso.example	Keep access for whoever takes over the mail and remove it for everyone else.

Licences 1

Note
Holds no licences.

Microsoft 365 use 1

Note
Not in Microsoft's usage reports for the last 30 days.

MFA and sign-in protection 4

Detail	Value
MFA set up	Unknown
MFA required by	CA002 — All users: Require MFA
Conditional Access policies that apply	CA002 — All users: Require MFA, CA003 — Block legacy authentication, CA004 — All users: Require compliant or hybrid-joined device, 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	Yes

Admin roles 1

Note
Holds no admin roles.

Administrative units 1

Note
In no administrative unit, and administers none.

Teams and groups 1

Note
Not an owner or member of any team or group Office Sentry reads.

Mailbox 8

Detail	Value
Address	info@contoso.example
Type	Shared
Size	6.4 GB of 49.5 GB (13%)
Archive	Off
Litigation hold	Off
Forwarding	None
Older protocols allowed	POP, IMAP
More	Everything about this mailbox

Inbox rules 1

Rule	Enabled	What it does	Why it stands out
To manager	Yes	All messages: redirect to office.manager@contoso.example	–

Who else can open or send from it 7

Person	Access	Account
annabel.fraser@contoso.example	Full access	Active
annabel.fraser@contoso.example	Send as	Active
annabel.fraser@contoso.example	Send on behalf	Active
jack.white@contoso.example	Full access	Active
jack.white@contoso.example	Send as	Active

Person	Access	Account
noah.clark@contoso.example	Full access	Active
william.allen@contoso.example	Full access	Active

Devices 1

Note
No devices enrolled in Intune for this person.

OneDrive 1

Note
No OneDrive found for this account.

Apps this person allowed 1

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

Recent sign-ins 7

Detail	Value
Successful	3 (2 with only a password)
Failed	1 (1 wrong password, from 1 address)
Last failure	23 Nov 2026 (4 days ago): Wrong user name or password
Countries	GB, BR
Apps	Office 365 Exchange Online

Detail	Value
Devices	Windows10
Addresses that failed	203.0.113.66

Where this account signed in 2

Country	Successful	Failed	Cities	IP addresses	Last success (UTC)
GB	3	0	London	192.0.2.10, 203.0.113.5	27 Nov 2026, 12:00
BR	0	1	Sao Paulo	203.0.113.66	–

Why sign-ins failed 1

Error code	What it means	Sign-ins
50126	Wrong user name or password	1

Identity Protection risk 4

Detail	Value
Risk level	None
Risk state	Remediated
Detail	The person reset their password securely
Last updated	29 Oct 2026 (30 days ago)

Sign-in history 3

Detail	Value
History from	31 Jul 2026

Detail	Value
Last sign-in	27 Nov 2026 (yesterday)
Countries	BR, GB

Sign-ins by month 1

Flag	Month	Days	Successful	Failed	With MFA	Password only	Countries
Low	Nov 2026	3	3	1	0	2	BR, GB

Sign-ins and admin changes 4

Detail	Value
Last interactive sign-in	Never
Last background sign-in	Never
Last successful sign-in	Never
Admin changes (last 120 days)	None by or to this account

Legacy sign-ins in the last 30 days 1 1 to review

Flag	Client	Succeeded	Failed	Last attempt	Countries
Medium	Authenticated SMTP	1	0	25 Nov 2026 (3 days ago)	GB

Timeline 4 2 to review

Flag	When	Area	What happened
Medium	25 Nov 2026, 10:00 UTC	Sign-in	Legacy sign-in with Authenticated SMTP: 1 succeeded, 0 failed

Flag	When	Area	What happened
Medium	25 Nov 2026, 10:00 UTC	Sign-in	First sign-in from GB
	23 Nov 2026, 23:02 UTC	Sign-in	Last of 1 failed sign-in: Wrong user name or password
	On or before 24 Oct 2026	Mailbox	Inbox rule "To manager" first seen

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 28 Nov 2026, 04:00 UTC.