

Microsoft 365 Tenant Health — PRO Report with AI Analysis

Monthly Security & License Report | Managed by Your Company Name

Customer: Your Customer Name

Report Data as of: 23/07/2026

Reporting Period: Last 30 Days

This report provides an executive overview of the security posture, license inventory, storage usage, and security alerts for the Microsoft 365 tenant of **Your Customer Name**. It is generated by your Microsoft partner **Your Company Name** to give you insights, understanding and awareness about your Microsoft 365 tenant.

39%

SECURE SCORE

48

TOTAL LICENSES

0

UNASSIGNED
LICENSES

36

SECURITY ALERTS
(30D)



Security Posture

Microsoft security recommendations

SECURE SCORE

39%

HIGH RISK

Overall security health
percentage for the organization

POINTS ACHIEVED

108 / 273

Raw points earned against total
available Microsoft security
recommendations.

ASSIGNED LICENSES

48

Total count of Microsoft 365
licenses currently assigned to
active users in the organization.

based on Microsoft security recommendations.



Secure Score Trend

Past 90 days

Tracking your organization's security posture over the past 90 days.

CURRENT	30 DAYS AGO	60 DAYS AGO	90 DAYS AGO
39%	39%	39%	39%
108 / 273	107 / 273	107 / 273	107 / 273

Recommendations

 **Enable Multi-Factor Authentication (MFA)** for all admin and user accounts to significantly improve your Secure Score.

 **Review email security policies** — ensure anti-phishing and safe links policies are configured across all mailboxes.

 **Address open security alerts** — review and resolve the active security alerts listed in this report.

 **Optimize license usage** — review the license inventory below and identify unused or underutilized licenses for cost optimization.

 **Schedule a security review** — contact **Your Company Name** to schedule a detailed Secure Score improvement workshop.



Storage Usage Summary

Mailbox & OneDrive

Overview of active mailbox and OneDrive storage accounts in your organization.



MAILBOX USERS

48

Active mailboxes in the organization with email activity in the past 30 days.



ONEDRIVE USERS

53

Active OneDrive accounts in the organization with storage activity in the past 30 days.

0

users exceeding 70% mailbox quota

3

users exceeding 70% OneDrive quota



License Inventory Breakdown

A detailed view of the specific Microsoft 365 license types currently assigned to users in your organization.

LICENSE TYPE	ASSIGNED QUANTITY
Microsoft 365 Business Premium	8
Microsoft 365 Business Standard	6
Microsoft 365 Business Basic	34



LICENSE OPTIMIZATION

0 Unassigned Licenses

TOTAL PURCHASED

48

ASSIGNED

48

UNASSIGNED

0

Status: All purchased licenses are currently assigned. No license optimization action is required.



Security Alerts (Past 30 Days)

Summary of detected threats, policy violations, and automated security mitigations from the past 30 days.

ALERT TITLE	SEVERITY	DATE
Creation of forwarding/redirect rule	informational	21-Jul-2026
Creation of forwarding/redirect rule	informational	21-Jul-2026
Creation of forwarding/redirect rule	informational	16-Jul-2026
Email reported by user as junk	low	09-Jul-2026
Email reported by user as junk	low	09-Jul-2026

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AI-Powered Security Analysis

Personalised analysis & recommendations powered by Xpress Manage365 Intelligence

Executive Summary

The tenant, Your Customer Name, has shown a slight improvement in its Secure Score, increasing by 1 point over the past month. However, the overall score remains low at 39%, indicating significant room for improvement in security posture. The number of security alerts has increased to 36 in the last 30 days, suggesting potential vulnerabilities that need immediate attention.

Security Commentary

With a Secure Score of 107.82 out of a possible 273, Your Customer Name is currently operating at a 39% security maturity level. This indicates that many security features and best practices are not being utilized. The consistent score over the past three months suggests stagnation in security enhancements. The presence of 36 security alerts in the last month highlights the need for proactive measures to mitigate risks.

AI Recommendations

- Implement multi-factor authentication (MFA) for all users to enhance account security.
- Regularly review and update security policies and user access permissions.
- Conduct security awareness training for employees to recognize phishing attempts and other threats.
- Utilize Microsoft Defender for Office 365 to enhance email security and reduce phishing risks.
- Increase the use of conditional access policies to control access based on user behavior and location.

Action Plan

- Review and implement recommendations to improve the Secure Score over the next month.
- Schedule a security training session for all employees within the next 30 days.
- Assess and optimize OneDrive storage usage to prevent potential issues with users exceeding quotas.
- Conduct a thorough review of security alerts and take necessary actions to address identified vulnerabilities.

- Establish a regular cadence for monitoring Secure Score and security alerts to track progress.

Leadership Summary

The current security posture of Your Customer Name requires immediate attention. With a Secure Score of only 39% and a rising number of security alerts, it is crucial to prioritize security enhancements. Implementing the recommended actions will not only improve the overall security maturity but also protect the organization from potential threats.

Report generated by your Microsoft Partner
Your Company Name



Your Company Name

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