



# Exchange Assessment

## Risk Report



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Prepared for:  
Your Customer / Prospect  
Prepared by:  
Your Company Name



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## Discovery Tasks

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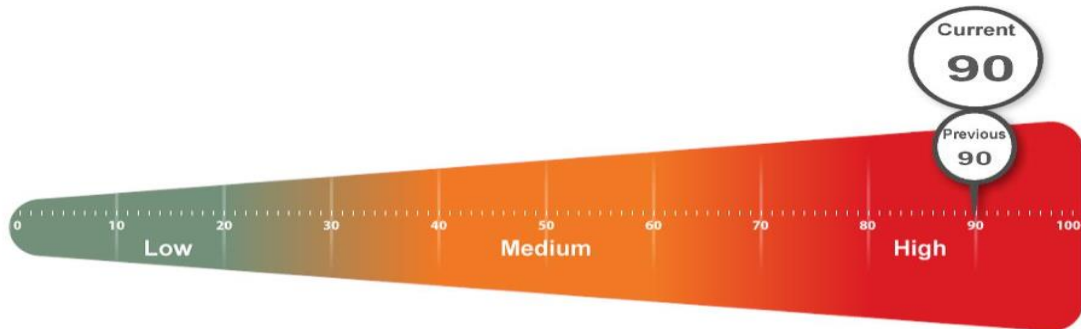
The following discovery tasks were performed:

Task	Description
✓ Exchange Properties	Document Exchange Server properties
✓ Mailbox Properties	Document all mailbox properties
✓ User Properties	Document all user properties
✓ Mailbox Permissions	Discover mailbox permissions by mailbox and by Active Directory user
✓ Retention Policies	Document all mailbox retention policies and associated mailboxes
✓ Distribution Lists	Record distribution lists along with their members and associated groups
✓ Public Folders	Record public folders along with their members and associated groups
✓ Mobile Device Users	Discover and document mobile device users and devices
✓ Analyze Mailbox Sizes and Quotas	Compare mailbox usage to allocated quotas.

## Risk Score

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The Risk Score is a value from 1 to 100, where 100 represents significant risk and potential issues. The score is risk associated with the highest risk issue.

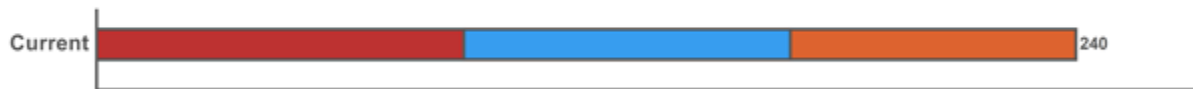


Several critical issues were identified. Identified issues should be investigated and addressed according to the Management Plan.

## Issues Summary

This section contains summary of issues detected during the Exchange Assessment. It is based on general best practices and may indicate existing issues or points of interest.

### Overall Weighted Issue Score



**Weighted Score:** Risk Score x Number of Incidents = Total points: Total percent (%)

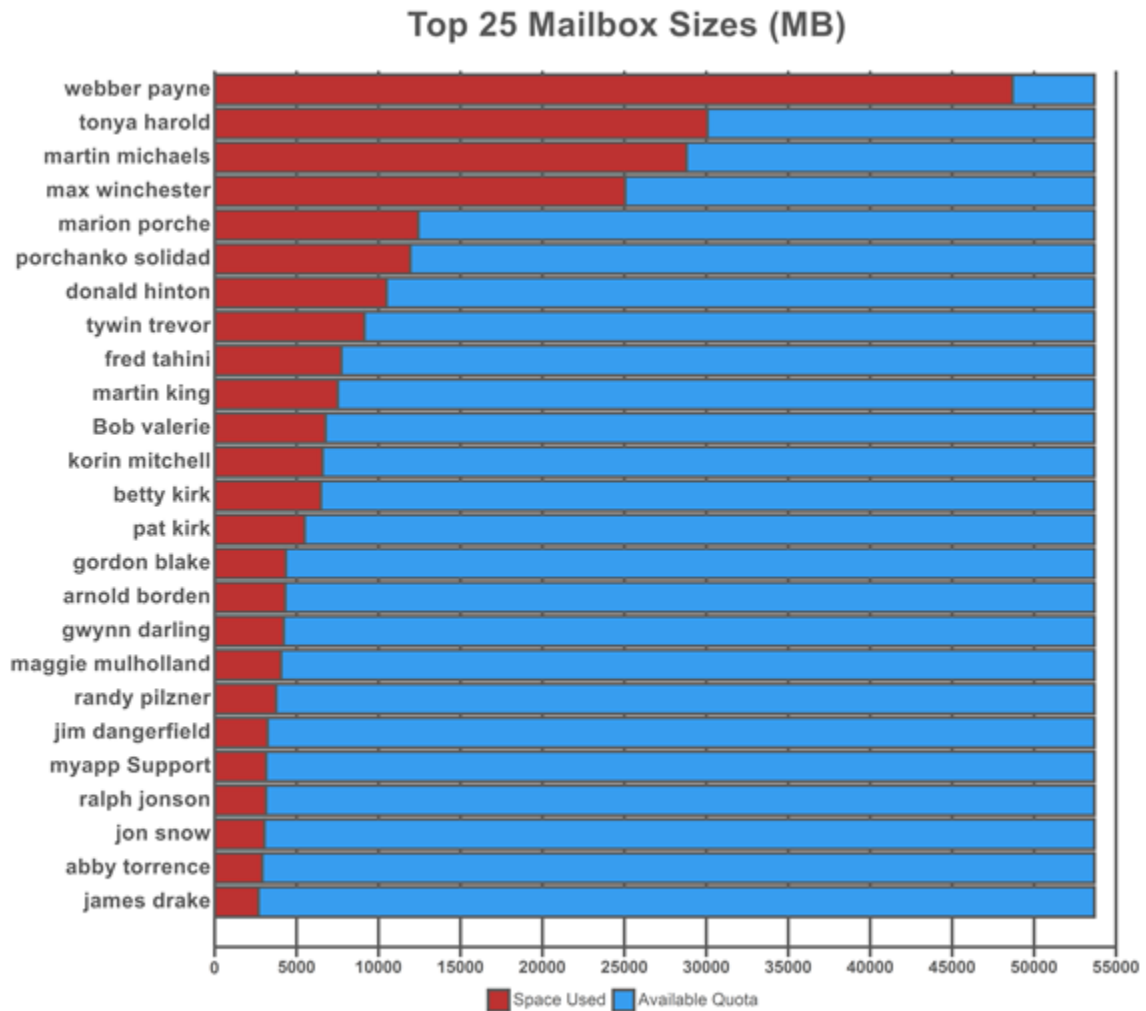
<b>Mailbox Size versus Quota (&gt;90%) (90 pts each)</b>	
90	<p><b>Current Score:</b> 90 pts x 1 = 90: 37.5%</p> <p><b>Issue:</b> Some mailboxes were found to be using over 90% of their quota. Once a mailbox quota is hit, the particular user will no longer be able to receive email.</p> <p><b>Recommendation:</b> We propose immediately enlarging the mailbox quota or archiving mailbox contents to reduce space utilization for all mailboxes over 90%.</p>
<b>Empty Distribution Lists (20 pts each)</b>	
80	<p><b>Current Score:</b> 20 pts x 4 = 80: 33.33%</p> <p><b>Issue:</b> 4 lists do not contain any members or groups. Empty groups may be merely legacy lists which can be removed or lists which should be populated. Empty distribution lists will not deliver messages to individual mailboxes and may be lost or missed. This is often a sign of misconfiguration.</p> <p><b>Recommendation:</b> We suggest examining each empty list and either removing the list or populating properly.</p>
<b>Mailbox Size versus Quota (&gt;50%) (35 pts each)</b>	
70	<p><b>Current Score:</b> 35 pts x 2 = 70: 29.17%</p> <p><b>Issue:</b> Some mailboxes were found to be using over 50% of their quota. Once a mailbox quota is hit, the particular user will no longer be able to receive email.</p> <p><b>Recommendation:</b> We propose immediately enlarging the mailbox quota or archiving mailbox contents to reduce space utilization for all mailboxes over 50%.</p>

## Exchange Summary

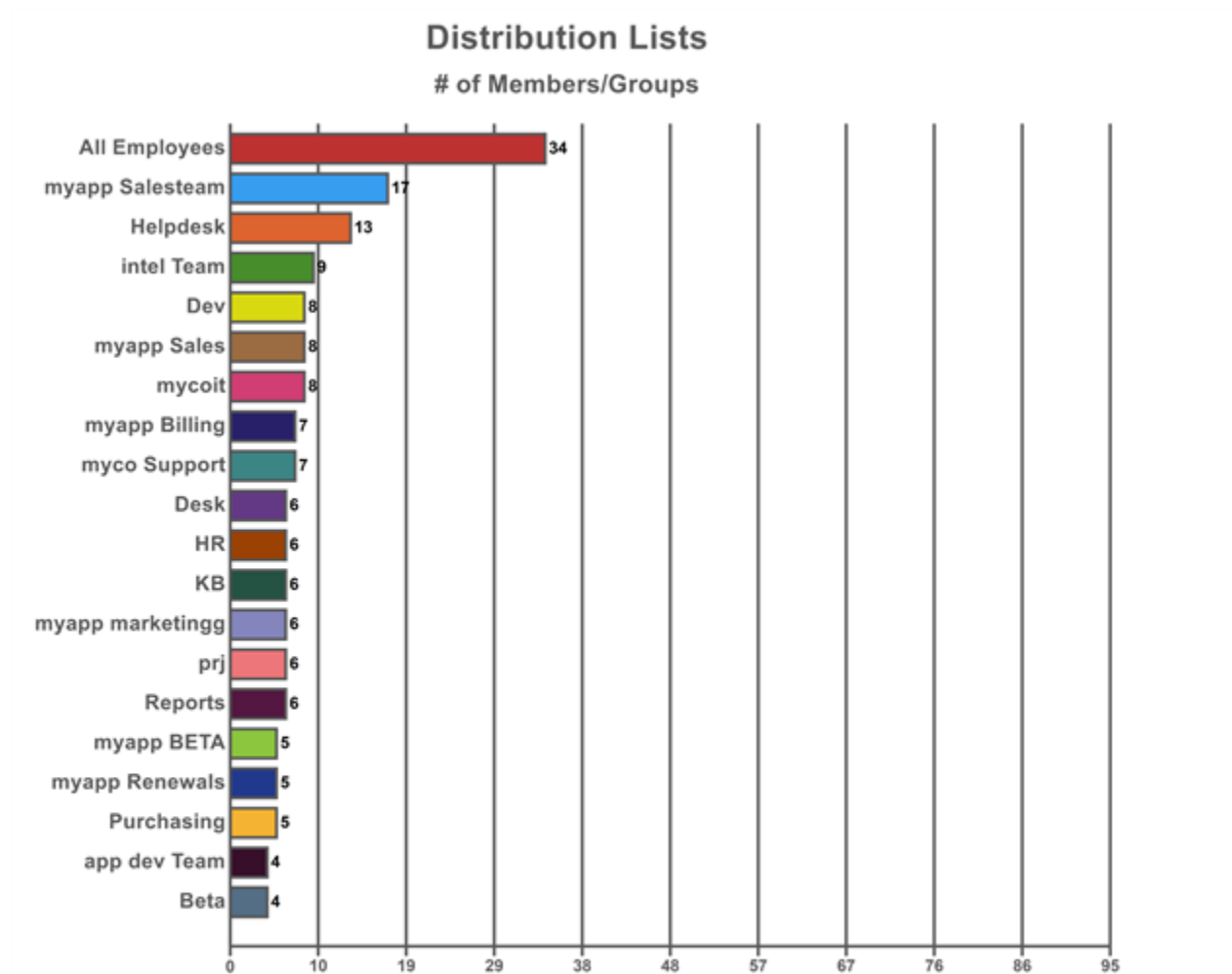
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<b>Exchange</b>	
Edition	Office 365
Version Number	0.20 (15.0.0.0)
<b>Mailboxes</b>	
Total Mailboxes	87
# Enabled	87
# Disabled	0
Total Used Size (MB)	296865
<b>Mailboxes</b>	
# Mailboxes with Quotas	87
# Total Allocated Quota Size (MB)	4568771
# Mailbox without Quotas	0
<b>Distribution Lists</b>	
Total Lists	68
# Lists without Members or Groups	4
<b>Retention Policies</b>	
# Policies	3

## Mailbox Size versus Quota



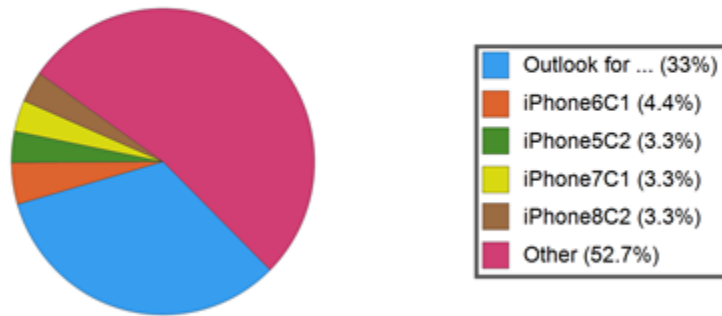
## Distribution Lists





## Mobile Device Users

### Mobile Device Names

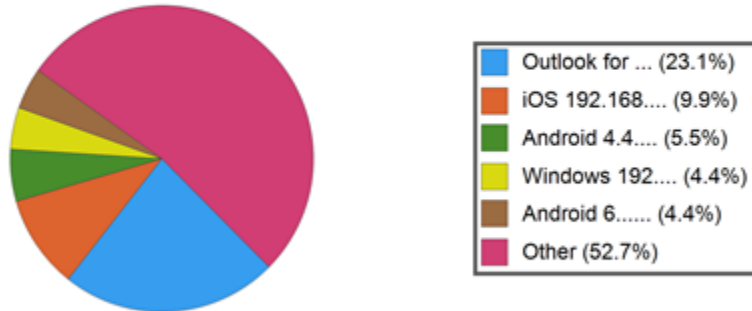


Mobile Device Names	Total	Percent
<b>Top Five</b>		
Outlook for iOS and Android	30	33%
iPhone6C1	4	4.4%
iPhone5C2	3	3.3%
iPhone7C1	3	3.3%
iPhone8C2	3	3.3%
<b>Total - Top Five</b>	<b>43</b>	<b>47.3%</b>
<b>Other</b>		
iPhone7C2	3	3.3%
XPS 8700	2	2.2%
iPhone3C1	2	2.2%
iPhone4C1	2	2.2%
Nexus 7	2	2.2%
SM-N900V	2	2.2%
iPhone8C1	2	2.2%
SAMSUNG-SM-G870A	2	2.2%
SAMSUNG-SGH-I727	2	2.2%
SAMSUNG-SM-G900A	2	2.2%
4334	1	1.1%
LG-H631	1	1.1%
XT1060	1	1.1%



Mobile Device Names	Total	Percent
XPS 2720	1	1.1%
iPad5C4	1	1.1%
Gateway DX4320 To Be Filled By O.E.M.	1	1.1%
SGH-T959	1	1.1%
Nexus 4	1	1.1%
HTCOne	1	1.1%
iPhone (iPhone5,1)	1	1.1%
iPhone (iPhone7,1)	1	1.1%
SM-G925W8	1	1.1%
PC36100	1	1.1%
htcsupersonic	1	1.1%
SCH-I545	1	1.1%
SM-N910V	1	1.1%
SM-G920V	1	1.1%
iPad4C1	1	1.1%
SM-G930P	1	1.1%
SPH-L710	1	1.1%
ThinkPad Tablet	1	1.1%
XT1049	1	1.1%
SM-N920V	1	1.1%
iPhone9C1	1	1.1%
XT1031	1	1.1%
SCH-I605	1	1.1%
RM-845_nam_vzw_100	1	1.1%
Total - Other	<b>48</b>	<b>52.7%</b>
<b>Overall Total</b>	<b>91</b>	<b>100%</b>

### Mobile Device Operating System



Operating System	Total	Percent
<b>Top Five</b>		
Outlook for iOS and Android 1.0	21	23.1%
iOS 192.168.2 14A456	9	9.9%
Android 4.4.2	5	5.5%
Windows 192.168.14393	4	4.4%
Android 6.0.1	4	4.4%
<b>Total - Top Five</b>	<b>43</b>	<b>47.3%</b>
<b>Other</b>		
Android 5.1	4	4.4%
iOS 9.3.5	3	3.3%
Android 5.0	3	3.3%
iOS 9.3.5 13G36	2	2.2%
Android 6.0.1	2	2.2%
iOS 9.3.2 13F69	2	2.2%
iOS 7.0.4 11B554a	2	2.2%
iOS 192.168.1 14A403	2	2.2%
Android 5.1.1	2	2.2%
Android 2.3.6	2	2.2%
Android 6.0	1	1.1%
Android 4.4.4	1	1.1%
iOS 9.1 13B143	1	1.1%
iOS 9.3.1 13E238	1	1.1%
iOS 7.0.6 11B651	1	1.1%



Operating System	Total	Percent
WINDOWS	1	1.1%
Android 4.1.1	1	1.1%
Android 4.2	1	1.1%
Android 4.0.4	1	1.1%
Android 4.2.1	1	1.1%
Android 4.1.2	1	1.1%
iOS 8.0.2 12A405	1	1.1%
iOS 7.1.1	1	1.1%
iOS 8.0.2	1	1.1%
iOS 6.0 10A403	1	1.1%
Android 2.3.5	1	1.1%
Android 2.2	1	1.1%
iOS 9.3.4	1	1.1%
Android 5...1	1	1.1%
iOS 8.3 12F69	1	1.1%
iOS 8.3 12F70	1	1.1%
Android 4.0.3	1	1.1%
iOS 192.168.3 14A551	1	1.1%
Windows Phone 8.10.14203	1	1.1%
Total - Other	48	52.7%
<b>Overall Total</b>	<b>91</b>	<b>100%</b>