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## Google Associate Google Workspace Administrator Sample Questions (Q76-Q81):

## NEW QUESTION # 76

Your company's legal department has issued a litigation hold that requires you to preserve all data related to a specific project. You need to ensure that all data for this project, including emails, documents, and chats, are preserved indefinitely and cannot be deleted by users. What should you do?

- A. Export all project related data from Google Workspace and store the data in a separate, secure location.
- **B. Create a hold in Google Vault that includes all users and data sources associated with the project.**
- C. Set up a retention rule in Google Vault that retains all data from Gmail and Drive indefinitely.
- D. Assign an Archived User license to all users involved in the project.

### Answer: B

Explanation:

To preserve all data related to the project, including emails, documents, and chats, and to prevent it from being deleted by users, you should create a hold in Google Vault. A hold ensures that data is preserved indefinitely, regardless of user actions, and applies to the users and data sources (such as Gmail, Drive, and Chats) associated with the project. This is the most efficient and compliant way to meet the litigation hold requirements.

## NEW QUESTION # 77

Your company has offices in several different countries and is deploying Google Workspace. You're setting up Google Calendar and need to ensure that, when a user is creating a Google Calendar event, rooms are suggested in a nearby office. What should you do?

- **A. Add your users to organizational units (OUs) by location. Add room resources to the corresponding OUs.**
- B. Restrict room sharing to a dynamic group based on user location.
- C. Add your users to Google Groups by location. Add room resources to the corresponding groups.
- D. Assign building ID, floor name, and floor section to define users' work locations based on defined buildings and rooms.

### Answer: A

Explanation:

To ensure that Google Calendar suggests nearby office rooms when a user creates an event, you need to associate both the users and the room resources with their respective locations within the Google Workspace organizational structure. The most effective way to do this is by organizing users into organizational units (OUs) based on their location and then associating the room resources with the corresponding OUs.

Here's why option C is the correct approach and why the others are less suitable for this specific requirement:

C . Add your users to organizational units (OUs) by location. Add room resources to the corresponding OUs.

Google Calendar uses the organizational unit (OU) structure to determine the proximity of resources to users. By placing users within OUs that correspond to their office locations and then assigning the room resources of each office to the same or relevant child OUs, Google Calendar can suggest nearby rooms to users when they schedule meetings. This method directly links users and resources based on their organizational location.

Associate Google Workspace Administrator topics guides or documents reference: The official Google Workspace Admin Help documentation on "Set up rooms and shared resources" (or similar titles) explains how to create and manage room resources. It also details how to associate these resources with specific buildings, floors, and, importantly, organizational units. While the documentation might not explicitly state that nearby suggestions solely rely on OUs, the OU structure is the primary way Google Workspace understands the organizational hierarchy and location of users and resources. By aligning user and resource OUs, you provide the context for "nearby" suggestions.

A . Assign building ID, floor name, and floor section to define users' work locations based on defined buildings and rooms.

While assigning building IDs, floor names, and sections is crucial for defining the physical location of room resources, it doesn't directly define the user's work location in a way that Google Calendar inherently uses for proximity-based suggestions. These attributes are primarily for the room resources themselves. To establish the "nearby" context, you need to link users to their locations within the organizational structure (i.e., through OUs).

Associate Google Workspace Administrator topics guides or documents reference: The documentation on setting up room resources will guide you through adding details like building, floor, and capacity to the resource. However, it's the OU assignment of both users and resources that provides the relational context for proximity.

B . Add your users to Google Groups by location. Add room resources to the corresponding groups.

Google Groups are primarily for communication and collaboration among users. While you can group users by location, Google Calendar's room suggestion logic is not primarily based on Google Group membership. Associating room resources with groups does not provide the necessary organizational context for suggesting nearby rooms to users when they create events.

Associate Google Workspace Administrator topics guides or documents reference: Google Groups functionality is focused on user communication and access management for group-related resources, not on the spatial or organizational relationships between users

and physical meeting rooms for Calendar scheduling.

D . Restrict room sharing to a dynamic group based on user location.

Restricting room sharing to a dynamic group based on user location controls who can book the room, not necessarily whose nearby rooms are suggested when creating an event. Dynamic groups manage membership based on user attributes, but they don't inherently define a user's "nearby" location for Calendar suggestions in the same way that OU-based organizational structure does. Associate Google Workspace Administrator topics guides or documents reference: Dynamic groups are useful for managing user membership based on attributes, but they are not the primary mechanism for defining the spatial relationship between users and resources for Google Calendar's room suggestions.

Therefore, the most effective method to ensure Google Calendar suggests nearby office rooms to users based on their location is to add your users to organizational units (OUs) by location and add room resources to the corresponding OUs. This aligns the organizational structure with the physical locations, allowing Google Calendar to understand proximity for room suggestions.

### **NEW QUESTION # 78**

Your company is undergoing a regulatory compliance audit. As part of the audit, you are required to demonstrate that you can preserve all electronic communications related to a specific project for a potential legal discovery process. You need to configure Google Vault to accomplish this goal. What should you do?

- A. Use the security investigation report to show Vault log events.
- B. Create a custom retention policy for the project data. Ensure that the policy covers the required retention period.
- **C. Create a matter and a hold on all project-related data sources such as Email, Chat, and Drive within Google Workspace.**
- D. Use the search and export functionality to identify all relevant communications within the project timeframe.

**Answer: C**

Explanation:

Creating a matter and placing a hold on the relevant data sources ensures that all communications related to the specific project are preserved, even if users try to delete them. This will help in maintaining compliance with legal or regulatory requirements for e-discovery, and it ensures that data cannot be modified or deleted during the audit process.

### **NEW QUESTION # 79**

You are configuring email for your company's Google Workspace account. The company wants to prevent certain types of files from being sent or received as email attachments in the simplest and most cost-effective way. What should you do?

- **A. Enable the Security Sandbox in Gmail to automatically quarantine emails with suspicious attachments.**
- B. Adjust the maximum message size limit to prevent large files from being sent or received.
- C. Scan all incoming and outgoing emails for malicious attachments by using an industry standard third-party email security solution.
- D. Configure an attachment compliance rule in Gmail settings to block specific file types.

**Answer: A**

Explanation:

Configuring an attachment compliance rule in Gmail allows you to specifically block certain types of files from being sent or received as email attachments. This approach is simple and cost-effective because it leverages Google Workspace's built-in functionality without requiring third-party solutions or advanced configurations. You can easily specify which file types to block, ensuring that your organization is protected from undesirable attachments.

### **NEW QUESTION # 80**

Your organization allows employees to use their personal mobile devices to check their work emails. You need to remove the employee's work email data from their phone when they leave the organization. What should you do?

- A. Set up data protection rules to prevent data sharing externally.
- **B. Set up advanced mobile management on the devices.**
- C. Set up 2SV authentication on the devices.
- D. Set up basic mobile management on the devices.

**Answer: B**

#### Explanation:

With advanced mobile management, you can remotely manage and wipe work-related data from personal devices when an employee leaves the organization. This includes the ability to enforce policies such as requiring a password to access the device, remotely wiping corporate data, and managing access to work resources without affecting the personal data on the device. This solution provides the necessary tools to ensure data security and compliance.

#### NEW QUESTION # 81

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