

Associate-Google-Workspace-Administrator Test Guide

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If you're still studying hard to pass the Google Associate-Google-Workspace-Administrator exam, Itcertking help you to achieve your dream. We provide you with the best Google Associate-Google-Workspace-Administrator exam materials. It passed the test of practice, and with the best quality. It is better than Google Associate-Google-Workspace-Administrator tutorials and any other related materials. It can help you to pass the Google Associate-Google-Workspace-Administrator exam, and help you to become a strong IT expert.

Google Associate-Google-Workspace-Administrator Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none">Supporting Business Initiatives: This section of the exam measures the skills of Enterprise Data Managers and covers the use of Google Workspace tools to support legal, reporting, and data management initiatives. It assesses the ability to configure Google Vault for retention rules, legal holds, and audits, ensuring compliance with legal and organizational data policies. The section also involves generating and interpreting user adoption and usage reports, analyzing alerts, monitoring service outages, and using BigQuery to derive actionable insights from activity logs. Furthermore, candidates are evaluated on their proficiency in supporting data import and export tasks, including onboarding and offboarding processes, migrating Gmail data, and exporting Google Workspace content to other platforms.
Topic 2	<ul style="list-style-type: none">Managing Objects: This section of the exam measures the skills of Google Workspace Administrators and covers the management of user accounts, shared drives, calendars, and groups within an organization. It assesses the ability to handle account lifecycles through provisioning and deprovisioning processes, transferring ownership, managing roles, and applying security measures when access needs to be revoked. Candidates must understand how to configure Google Cloud Directory Sync (GCDS) for synchronizing user data, perform audits, and interpret logs. Additionally, it tests knowledge of managing Google Drive permissions, lifecycle management of shared drives, and implementing security best practices. The section also focuses on configuring and troubleshooting Google Calendar and Groups for Business, ensuring proper access control, resource management, and the automation of group-related tasks using APIs and Apps Script.
Topic 3	<ul style="list-style-type: none">Troubleshooting: This section of the exam measures the skills of Technical Support Specialists and focuses on identifying, diagnosing, and resolving issues within Google Workspace services. It tests the ability to troubleshoot mail delivery problems, interpret message headers, analyze audit logs, and determine root causes of communication failures. Candidates are expected to collect relevant logs and documentation for support escalation and identify known issues. The section also evaluates knowledge in detecting and mitigating basic email attacks such as phishing, spam, or spoofing, using Gmail security settings and compliance tools. Additionally, it assesses troubleshooting skills for Google Workspace access, performance, and authentication issues across different devices and applications, including Google Meet and Jamboard, while maintaining service continuity and network reliability.
Topic 4	<ul style="list-style-type: none">Configuring Services: This section of the exam evaluates the expertise of IT Systems Engineers and emphasizes configuring Google Workspace services according to corporate policies. It involves assigning permissions, setting up organizational units (OUs), managing application and security settings, and delegating Identity and Access Management (IAM) roles. The section also covers creating data compliance rules, applying Drive labels for data organization, and setting up feature releases such as Rapid or Scheduled Release. Candidates must demonstrate knowledge of security configurations for Google Cloud Marketplace applications and implement content compliance and security integration protocols. Furthermore, it includes configuring Gmail settings such as routing, spam control, email delegation, and archiving to ensure communication security and policy alignment across the organization.
Topic 5	<ul style="list-style-type: none">Data Access and Authentication: This section of the exam evaluates the capabilities of Security Administrators and focuses on configuring policies that secure organizational data across devices and applications. It includes setting up Chrome and Windows device management, implementing context-aware access, and enabling endpoint verification. The section assesses the ability to configure Gmail Data Loss Prevention (DLP) and Access Control Lists (ACLs) to prevent data leaks and enforce governance policies. Candidates must demonstrate an understanding of configuring secure collaboration settings on Drive, managing client-side encryption, and restricting external sharing. It also covers managing third-party applications by controlling permissions, approving Marketplace add-ons, and deploying apps securely within organizational units. Lastly, this section measures the ability to configure user authentication methods, such as two-step verification, SSO integration, and session controls, ensuring alignment with corporate security standards and compliance requirements.

Google Associate Google Workspace Administrator Sample Questions (Q99-Q104):

NEW QUESTION # 99

You are migrating your organization's email to Google Workspace. Your organization uses the terramearth.com email domain. You need to configure Google Workspace to receive emails sent to terramearth.com. What should you do?

- A. Configure an email address in Google Workspace to capture emails sent to unverified domains, including terramearth.com
- B. Establish a Transport Layer Security (TLS) connection between your company's existing mail servers and Google's mail servers
- C. Create a domain alias for terramearth.com in Google Workspace. Configure email forwarding to redirect emails to the new Google Workspace accounts.
- D. Add terramearth.com as a primary, secondary, or alias domain in Google Workspace. Update the Mail Exchange (MX) records with your domain registrar to direct mail flow to Google's mail servers.

Answer: D

Explanation:

To receive emails for your domain (terramearth.com) in Google Workspace, you need to add the domain to Google Workspace as either a primary, secondary, or alias domain, depending on your organization's requirements. After adding the domain, you must update the Mail Exchange (MX) records at your domain registrar to point to Google's mail servers. This step is essential to ensure that emails are correctly routed to Google Workspace.

NEW QUESTION # 100

You've noticed an increase in phishing emails that contain links to malicious files hosted on external Google Drives. These files often mimic legitimate documents and trick users into granting access to their accounts. You need to prevent users from accessing these malicious external Drive files, but allow them to access legitimate external files. What should you do? (Choose two.)

- A. Conduct regular security awareness training to educate users.
- B. Create a Drive trust rule that blocks all external domains except for a pre-approved list of trusted partners.
- C. Deploy advanced malware detection software on all user devices to scan and block malicious files.
- D. Enforce stricter password policies.

Answer: A,B

Explanation:

E Implement two-factor authentication for all users

Explanation:

Conduct regular security awareness training to educate users: Educating users about phishing threats and safe online practices can help them recognize and avoid phishing attempts, reducing the chances of them falling for such scams.

Create a Drive trust rule that blocks all external domains except for a pre-approved list of trusted partners: By setting up a Drive trust rule to limit access to files from external domains, you can block links to malicious files hosted on untrusted external Google Drives while still allowing access to legitimate external files from trusted sources.

NEW QUESTION # 101

The human resources department notified you of a legal investigation that was started for an employee in the finance department. You need to ensure that this employee's Google Drive data is preserved for at least one year and does not get deleted by the user or by other means. The Google Vault default retention rules for Drive are set for five years. What should you do?

- A. Change the Vault default retention rule to one year instead of five.
- B. Confirm that the Vault default retention rule is set for five years.
- C. Place the employee into a separate organizational unit (OU). Create a custom one-year retention rule for this OU.
- D. Create a hold in Vault for the employee's Drive.

Answer: D

Explanation:

When there's a legal investigation, the priority is to ensure that relevant data is preserved and not deleted, regardless of retention policies or user actions. A "hold" (also known as a litigation hold or legal hold) in Google Vault is specifically designed for this purpose. It overrides all retention rules (both default and custom) and prevents any data covered by the hold from being purged, even if a user attempts to delete it.

Here's why the other options are not the correct or best solution:

A . Change the Vault default retention rule to one year instead of five. Changing the default retention rule would affect all Drive data in your organization, not just this specific employee's. It's a broad change and not suitable for a targeted legal hold. Moreover, it wouldn't guarantee preservation against user deletions.

B . Place the employee into a separate organizational unit (OU). Create a custom one-year retention rule for this OU. While creating custom retention rules for OUs is possible, it's not the primary mechanism for a legal hold. Retention rules define when data can be deleted, but a hold prevents deletion irrespective of the retention period. If the employee deletes the data, a retention rule won't stop it from moving to trash (and eventually being purged) unless a hold is in place. Furthermore, a one-year retention rule isn't the goal; the goal is to preserve for "at least one year" (meaning indefinitely until the hold is released). The default five-year rule is already longer than one year, but doesn't override user deletion.

D . Confirm that the Vault default retention rule is set for five years. The question states that the default retention rule for Drive is already set for five years. While this is good for general data retention, it does not prevent a user from deleting their own files from Drive, nor does it specifically address the need for a legal hold where data must be absolutely preserved. A default retention rule does not override user deletion or ensure data preservation for legal purposes.

Reference from Google Workspace Administrator:

Holds in Google Vault: This is the core concept. Holds prevent data from being purged from Google systems, regardless of retention rules or user actions, until the hold is released. They are specifically used for legal discovery or investigation purposes.

Reference:

Retention rules in Google Vault: While relevant to data management, retention rules define when data can be deleted if no hold applies. They do not prevent users from deleting data or ensure preservation for legal holds.

NEW QUESTION # 102

The names and capacities of several conference rooms have been updated. You need to use the most efficient way to update these details.

What should you do?

- A. Delete the existing resources and recreate the resources with the updated information.
- B. **Export the resource list to a CSV file, make the changes, and re-import the updated file.**
- C. Edit each resource in the Google Admin console.
- D. Add the modified rooms as new resources. Tell employees not to use old rooms.

Answer: B

Explanation:

Exporting the resource list to a CSV file, making the necessary updates, and then re-importing the file is the most efficient method for updating multiple conference rooms at once. This approach allows you to make bulk updates quickly without needing to edit each resource individually or delete and recreate rooms. It also ensures that the updated information is applied to all affected rooms at once.

NEW QUESTION # 103

Your company's help desk is receiving technical support tickets from employees who report that messages from known external contacts are being sent to the spam label in Gmail. You need to correct the issue and ensure delivery of legitimate emails without introducing additional risk as soon as possible. What should you do?

- A. Turn off more aggressive spam filtering in spam policies that are applied to the users' organizational unit and add the senders' mail system IP addresses to the email allowlist.
- B. **Ask employees to select the messages in Gmail that are being delivered to spam and mark them as Not spam**
- C. Contact the external senders, and tell them to authenticate their sent mail by using domain-based message authentication, reporting, and conformance (DMARC).
- D. Create an address list of approved senders so messages from these users bypass Gmail's spam filters and recipients can decide whether they are spam or not.

Answer: B

Explanation:

Asking employees to mark legitimate emails as "Not spam" helps train Gmail's spam filter to correctly identify these senders as trusted. This is a quick and effective way to correct the issue without introducing any additional risk or changes to the email filtering settings. Over time, Gmail will learn to recognize these senders as legitimate, reducing the likelihood of their messages being misclassified as spam in the future.

NEW QUESTION # 104

About the oncoming Associate-Google-Workspace-Administrator exam, every exam candidates are wishing to utilize all intellectual and technical skills to solve the obstacles ahead of them to go as well as it possibly could. So the pending exam causes a panic among the exam candidates. The help of our Associate-Google-Workspace-Administrator Exam prepare is just in time. In the present posture, our Associate-Google-Workspace-Administrator study materials are your best choice. We provide you with excellent prepare materials for you to pass the exam and get the certification.

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