

Exam Vce Associate-Google-Workspace-Administrator Free - Hot Associate-Google-Workspace-Administrator Questions



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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"> • 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.
Topic 3	<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 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"> • 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.

Google Associate Google Workspace Administrator Sample Questions (Q94-Q99):

NEW QUESTION # 94

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

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 # 95

Your company has just started using Search Ads 360. You need to limit access to Additional Google services for your entire organization by using the Admin console. Only the marketing team and a specific group of users from the web design team should have access. What should you do?

- A. Enable Search Ads 360 at the top level of your organizational structure.
- **B. Enable Search Ads 360 for the marketing organizational unit (OU). Create a new group in the Admin console that includes the web design team users who need access. Enable Search Ads 360 for that group.**
- C. Enable Search Ads 360 for both the marketing and web design team organizational units (OUs). Create a group to explicitly deny access to Search Ads 360. Assign the group to the web design users who should not have access.
- D. Enable Search Ads 360 for the marketing organizational unit (OU). Create a sub-OU under the marketing OU. and move the web design team users who need access into this sub-OU.
- E. Enable Search Ads 360 for the marketing organizational unit (OU). Create a new group in the Admin console that includes the web design team users who need access. Enable Search Ads 360 for that group.

Answer: B

Explanation:

This approach leverages both organizational units and groups for access control. By enabling Search Ads 360 for the marketing OU, you grant access to all users within that department. Then, by creating a separate group containing the specific web design users who require access and enabling Search Ads 360 for that group, you provide them with the necessary permissions without granting access to the entire web design OU. This method allows for targeted access based on both departmental affiliation and specific user needs, aligning with the principle of least privilege.

Associate Google Workspace Administrator topics guides or documents reference: The Google Workspace Admin Help documentation on "Turn services on or off for users" explains how to control access to Google services at both the organizational unit and group levels. It highlights the flexibility of using a combination of OUs and groups to achieve granular access control. Enabling a service for an OU applies it to all members of that OU, while enabling it for a group applies it only to the members of that specific group, regardless of their OU.

A . Enable Search Ads 360 for both the marketing and web design team organizational units (OUs). Create a group to explicitly deny access to Search Ads 360. Assign the group to the web design users who should not have access.

While you can deny service access using groups, it's generally more straightforward and less prone to errors to explicitly grant access only to those who need it. Enabling the service for the entire web design OU and then trying to revoke access for some users within it adds unnecessary complexity and potential for misconfiguration. Deny rules can also sometimes interact in unexpected ways with allow rules.

Associate Google Workspace Administrator topics guides or documents reference: While the Admin console allows for denying service access through groups, the documentation often emphasizes granting access to specific OUs or groups that require it as a more manageable and transparent approach.

B . Enable Search Ads 360 at the top level of your organizational structure.

Enabling Search Ads 360 at the top level would grant access to the service to every user in your organization. This directly contradicts the requirement to limit access to only the marketing team and a specific group within the web design team. This option provides the least control and violates the principle of least privilege.

Associate Google Workspace Administrator topics guides or documents reference: Google's best practices for service control emphasize granting access only to those who need it, typically by applying settings at the OU or group level, not organization-wide

unless the service is intended for everyone.

C . Enable Search Ads 360 for the marketing organizational unit (OU). Create a sub-OU under the marketing OU. and move the web design team users who need access into this sub-OU.

Creating a sub-OU under the marketing OU for users from the web design team who need access is a less logical organizational structure. It mixes users from different departments within the same branch of the OU hierarchy, which can complicate future policy management and reporting. It's generally better to keep users within their respective departmental OUs and use groups for cross-departmental service access.

Associate Google Workspace Administrator topics guides or documents reference: Google's guidance on OU structure recommends organizing users based on their functional role or department within the organization for logical policy management and reporting. Creating sub-OUs based on service access needs rather than organizational structure is not a typical recommendation. Therefore, the most appropriate and manageable solution is to enable Search Ads 360 for the marketing OU and create a separate group containing the specific web design users who need access, then enable the service for that group as well.

Explanation:

To limit access to Search Ads 360 to only the marketing team and a specific group of users from the web design team, the most effective and Google-recommended approach is to enable the service for the marketing organizational unit (OU) and then create a separate group containing the specific web design users who need access, enabling the service for that group as well. This allows for granular control and avoids granting access to the entire web design OU.

Here's why option D is the correct solution and why the others are less ideal:

NEW QUESTION # 96

The helpdesk at your organization reports that many users in multiple locations are not able to access Gmail, but can access other Workspace services. You need to troubleshoot the issue.

What should you do first?

- A. Check the network connectivity for the affected users.
- **B. Check the Google Workspace Status Dashboard to see if there is a disruption in Gmail service availability.**
- C. Check the Google Workspace release calendar to make sure there's not a Gmail upgrade scheduled.
- D. Open a ticket with Google Support and identify the affected users.

Answer: B

Explanation:

If many users across multiple locations cannot access Gmail but can access other Google Workspace services, this suggests a possible service-wide outage. The first and most efficient action is to check the Google Workspace Status Dashboard to confirm whether Gmail is experiencing a known disruption before performing deeper troubleshooting.

NEW QUESTION # 97

Today your company signed up for Google Workspace Business Starter with an existing domain name. You want to add team members and manage their access to email and other services.

However, you are unable to create new user accounts or change user settings. You need to fix this problem. What should you do?

- A. Upgrade to a Google Workspace Enterprise edition.
- **B. Check domain ownership in the DNS settings.**
- C. Run the Transfer tool to bring unmanaged users to your Workspace account.
- D. Wait 24 hours after signing up for the features to become active.

Answer: B

Explanation:

To manage users and settings in Google Workspace, you must verify domain ownership. If the domain is not verified, you won't be able to create new user accounts or modify user settings.

Checking the DNS settings and completing the domain verification process will resolve the issue and allow you to manage users and services in Google Workspace.

NEW QUESTION # 98

Your company operates several primary care clinics where employees routinely work with protected health information (PHI). You are in the process of transitioning the organization to Google Workspace from a legacy communication and collaboration system.

After you sign the Business Associate Agreement (BAA), you need to ensure that data is handled in compliance with regulations when using Google Workspace. What should you do?

- A. Implement a third-party backup service that is also compliant with Google Workspace core services.
- B. Instruct the staff to not store any PHI in Google Workspace core services, including Google Drive, Docs, Sheets, and Keep.
- C. Disable integrations with third-party apps and turn off non-core Google services.
- **D. Create a label for Google Drive content to help employees identify sensitive data.**

Answer: D

Explanation:

To ensure compliance with regulations when handling protected health information (PHI) in Google Workspace, creating labels for sensitive data, such as PHI, helps employees identify and manage this information properly. Labels can be used to mark files that contain sensitive data, providing an additional layer of organization and protection. This approach aligns with regulatory requirements by ensuring that employees can easily distinguish PHI from other data and apply the necessary policies and security measures.

NEW QUESTION # 99

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