

# Associate-Google-Workspace-Administrator Latest Exam Vce & Sample Associate-Google-Workspace-Administrator Questions Answers



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

Topic	Details
Topic 1	<ul style="list-style-type: none"> <li>• <b>Troubleshooting:</b> 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.</li> </ul>
Topic 2	<ul style="list-style-type: none"> <li>• <b>Configuring Services:</b> 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.</li> </ul>

Topic 3	<ul style="list-style-type: none"> <li>• <b>Data Access and Authentication:</b> 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.</li> </ul>
Topic 4	<ul style="list-style-type: none"> <li>• <b>Supporting Business Initiatives:</b> 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.</li> </ul>
Topic 5	<ul style="list-style-type: none"> <li>• <b>Managing Objects:</b> 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.</li> </ul>

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### Google Associate Google Workspace Administrator Sample Questions (Q46-Q51):

#### NEW QUESTION # 46

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. Enforce stricter password policies.

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

**Answer: C,D**

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 # 47

Your organization is increasingly concerned about its environmental impact. You want to assess the environmental impact of using Google Workspace services. Which report should you use?

- A. Accounts report
- B. Carbon footprint report
- C. Apps Monthly Uptime report
- D. Google Environmental Report

**Answer: B**

Explanation:

To assess the environmental impact of using Google Workspace services, you should refer to the Google Environmental Report.

Google publishes comprehensive reports detailing its environmental efforts, including the energy efficiency of its data centers, its use of renewable energy, and its overall carbon footprint, which includes the impact of services like Google Workspace.

#### NEW QUESTION # 48

Your company wants to enable single sign-on (SSO) for its employees to access a newly acquired cloud-based marketing platform. The marketing platform vendor has confirmed SAML

2.0 compatibility and provided the necessary metadata. You need to streamline user access and centralize authentication through Google Workspace.

What should you do?

- A. Request an API key from the marketing platform vendor for SAML integration.
- B. Create a new SAML application in the Google Admin console.
- C. Instruct employees to log in to the marketing platform using the Sign In with Google functionality.
- D. Enable two-factor authentication for all users to enhance security before implementing SSO.

**Answer: B**

Explanation:

To enable single sign-on (SSO) through Google Workspace, you need to create a new SAML application in the Google Admin console. This allows users to authenticate centrally through Google Workspace when accessing the marketing platform, leveraging SAML 2.0 compatibility.

You can then upload the metadata provided by the marketing platform vendor to complete the integration. This approach ensures streamlined access and centralized authentication for your employees.

#### NEW QUESTION # 49

Your organization collects credit card information in customer files. You need to implement a policy for your organization's Google Drive data that prevents the accidental sharing of files that contain credit card numbers with external users. You also need to record any sharing incidents for reporting.

What should you do?

- A. Implement a third-party data loss prevention solution to integrate with Drive and provide advanced content detection

capabilities.

- **B. Create a data loss prevention (DLP) rule that uses the predefined credit card number detector, sets the action to "block external sharing", and enables the "Log event" option.**
- C. Configure a data retention policy to automatically delete files containing credit card numbers after a specified period.
- D. Enable Gmail content compliance, and create a rule to block email attachments containing credit card numbers from being sent to external recipients.

**Answer: B**

Explanation:

A data loss prevention (DLP) rule with the predefined credit card number detector will help you identify and prevent the accidental sharing of files that contain sensitive credit card information.

Setting the action to "block external sharing" ensures that such files cannot be shared externally.

Enabling the "Log event" option will record any incidents of external sharing for auditing and reporting purposes, fulfilling both the security and reporting requirements.

### NEW QUESTION # 50

An employee at your organization may be sharing confidential documents with unauthorized external parties. You must quickly determine if any sensitive information has been leaked. What should you do?

- A. Review the employee's user log events within the security investigation tool.
- **B. Review the employee's Drive log events in the security investigation tool.**
- C. Create a custom report of the user's external sharing by using the security dashboard.
- D. Audit Drive access by using the Admin SDK Reports API.

**Answer: B**

Explanation:

To quickly determine if an employee has shared confidential documents externally, you should utilize the security investigation tool in the Google Admin console and specifically review the Drive log events associated with that employee's account. This tool provides a centralized place to audit user activity related to Google Drive, including sharing actions.

### NEW QUESTION # 51

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