

Sample Google-Workspace-Administrator Questions Answers - Google-Workspace-Administrator Reliable Exam Questions



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to increase, making this certification an excellent investment in one's career.

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Google Cloud Certified - Professional Google Workspace Administrator Sample Questions (Q35-Q40):

NEW QUESTION # 35

An end user has thousands of files stored in Google Drive. Their files are well organized with Drive labels. You need to advise the end user on how to quickly identify all files that are contracts. What should you do?

- A. Advise the user to search in Drive for files with the keyword 'contracts', and use the 'modified by me' filter.
- B. Advise the user to use the Investigation tool to search for files with the keyword 'contracts' and updated by you.
- C. Advise the user to use the Google Drive API to search for files with the keyword 'contracts'
- **D. Advise the user to search for files that are labeled as 'contracts'.**

Answer: D

Explanation:

Since the files are already organized with labels in Google Drive, the most efficient way for the user to quickly identify all files that are contracts is to search for files with the "contracts" label. This will filter and display only the files labeled as contracts, making it the quickest and most straightforward method for locating the required files.

NEW QUESTION # 36

Your marketing department needs an easy way for users to share items more appropriately. They want to easily link-share Drive files within the marketing department, without sharing them with your entire company. What should you do to fulfil this request? (Choose two.)

- A. Update Drive sharing for the marketing department to restrict to internal.
- **B. In the admin panel Drive settings, create a target audience that has all of marketing as members.**
- C. Create a shared drive that's shared internally organization-wide.
- **D. Create a shared drive for internal marketing use.**
- E. Update the link sharing default to the marketing team when creating a document.

Answer: B,D

Explanation:

To enable the marketing department to easily share items within their team without exposing them to the entire company, the following steps should be taken:

Create a Shared Drive for Marketing:

In the Google Admin console, navigate to Apps > Google Workspace > Drive and Docs.

Create a new shared drive specifically for the marketing department.

Add all relevant marketing team members to this shared drive, ensuring that it is used for internal purposes only.

Set Up a Target Audience:

In the Admin console, go to Apps > Google Workspace > Drive and Docs > Sharing settings.

Create a target audience that includes all members of the marketing department.

This allows for easier link sharing within the department by setting the target audience as the default sharing option.

Steps to Configure:

Shared Drive: Ensure that the shared drive permissions are set to limit access to the marketing team.

Target Audience: Configure the target audience so that marketing team members can easily share files internally without defaulting to

company-wide sharing.

By setting up a dedicated shared drive and configuring a target audience, you ensure that file sharing is streamlined and restricted to the appropriate team members.

Reference:

Set up target audiences

Create and manage shared drives

NEW QUESTION # 37

A user does not follow their sign-in pattern and signs in from an unusual location. As an admin, what should you do in response to this alert for this user during this investigation?

- A. First, suspend the account and then investigate
- B. Add Two Factor Authentication to the Domain
- C. Enhance your security alerts for tracking sign-in patterns
- **D. Investigate the account for unauthorized activity in the Login and Security Audit Log**

Answer: D

NEW QUESTION # 38

Your organization is concerned with the increasing threat of phishing attacks that may impact users.

Leadership has declined to force-enable 2-Step verification. You need to apply a security measure to prevent unauthorized access to user accounts.

What should you do?

- A. Decrease the Maximum User Session Length.
- B. Revoke token authorizations to external applications.
- **C. Enable Employee ID Login Challenge.**
- D. Enable Enforce Strong Password policy.

Answer: C

Explanation:

* Sign in to the Google Admin console.

* From the Admin console Home page, go to "Security" and then "Login challenges."

* Enable the "Employee ID login challenge" setting.

* Configure the challenge by defining the employee IDs that users need to provide during the login process.

Enabling Employee ID login challenges adds an additional layer of security without requiring 2-Step verification. This helps prevent unauthorized access by ensuring that users provide an additional piece of information known only to them.

References:

* Google Workspace Admin Help - Configure login challenges

* From the Admin console Home page, go to "Security."

* Under "Security," select "API controls."

* In the "API controls" section, click on "Manage Third-Party App Access."

* Find the Google Drive API in the list.

* Choose "Disable All Access" for Google Drive to ensure that no third-party apps have OAuth permissions to Google Drive.

This configuration adheres to the policy set by the Chief Information Security Officer by preventing third-party apps from accessing Google Drive via OAuth.

References:

* Google Workspace Admin Help - Manage API client access

NEW QUESTION # 39

Your corporate LDAP contains the email addresses of several hundred non-employee business partners. You want to sync these contacts to Google Workspace so they appear in Gmail's address autocomplete for all users in the domain.

What are two options to meet this requirement? (Choose two.)

- A. Use the Directory API to upload a .csv file containing the contacts.
- B. Configure GCDS to populate a Group with external members.

- C. Configure GCDS to synchronize shared contacts.
- D. Use the People API to upload a .csv file containing the contacts.
- E. Develop a custom application to call the Domain Shared Contacts API.

Answer: C,E

NEW QUESTION # 40

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