

Exam Google Associate-Google-Workspace-Administrator Materials, Valid Test Associate-Google-Workspace-Administrator Braindumps



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

Topic	Details
Topic 1	<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 2	<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 3	<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 4	<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 5	<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.

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Google Associate Google Workspace Administrator Sample Questions (Q86-Q91):

NEW QUESTION # 86

You are configuring Chrome browser security policies for your organization. These policies must restrict certain Chrome apps and extensions.

You need to ensure that these policies are applied on the devices regardless of which user logs into the device. What should you do?

- A. Configure the Chrome user setting to require users to sign in to use Chrome apps and extensions.
- B. Require 2SV for user logins.
- C. **Configure the allowed list of apps in the Devices page in the apps and extensions settings.**

- D. Configure the Policy Precedence to override the domain-wide policy applied for apps and extensions.

Answer: C

Explanation:

To ensure that Chrome apps and extension policies are applied regardless of which user logs into the device, you should configure the allowed list of apps in the Devices section of the apps and extensions settings. This policy applies at the device level, ensuring that the restrictions are enforced for any user who logs into that device, providing consistent security across the organization.

NEW QUESTION # 87

Your company provides shared Chromebook workstations for employees to access sensitive company data. You must configure the devices to ensure no sensitive data is stored locally and that browsing data is cleared after each use. What should you do?

- A. Force ephemeral mode in Chrome. Allow offline access for all Workspace apps with strict expiration times.
- **B. Force ephemeral mode in Chrome. Disable offline access for sensitive Workspace apps like Docs, Sheets, and Drive.**
- C. Enable the Manage Guest Session functionality, and set the maximum user session length.
- D. Disable offline access for all Workspace apps. Enable incognito mode for Chrome browsing sessions.

Answer: B

Explanation:

Enabling ephemeral mode in Chrome ensures that all browsing data is cleared after each session, and nothing is stored locally on the Chromebook. Disabling offline access for sensitive Workspace apps, such as Docs, Sheets, and Drive, ensures that users cannot download or store sensitive data locally. This combination provides a secure environment, preventing the retention of any sensitive data on the device after use.

NEW QUESTION # 88

Your company has a globally distributed remote work team. You want to ensure all team members adhere to the company's data security policies and only access authorized systems based on their location and role. What should you do?

- A. Implement two-factor authentication for all remote team members.
- B. Create and enforce data loss prevention (DLP) rules to control data sharing.
- C. Set up and mandate the use of a company-wide VPN for all remote access.
- **D. Configure access control policies with conditional access.**

Answer: D

Explanation:

To ensure that a globally distributed remote work team adheres to data security policies and only accesses authorized systems based on their location and role, you should configure access control policies with conditional access. Conditional access allows you to define rules that grant or block access to resources based on various factors, including the user's location, the device they are using, their role, and the application they are trying to access.

Here's why option D is the most comprehensive solution for the stated requirements and why the others address only parts of the problem:

D. Configure access control policies with conditional access.

Conditional access is a security framework that evaluates multiple signals before granting access to resources. By implementing conditional access policies, you can control access based on location: Restrict access to certain systems or data based on the geographic location of the user.

Control access based on role: Ensure that only users with specific roles have access to certain applications or data.

Enforce device compliance: Require users to access resources only from company-managed or compliant devices.

Implement multi-factor authentication (MFA): Require additional verification steps based on the context of the access attempt.

Conditional access provides a granular and dynamic way to enforce security policies based on the specific context of each access request, aligning with the goal of allowing access only to authorized systems based on location and role while maintaining data security.

Associate Google Workspace Administrator topics guides or documents reference: The Google Workspace Admin Help documentation on "Context-Aware Access" (which is Google's implementation of conditional access) explains how to set up policies based on user attributes (like group membership/role), device security status, and network location. This documentation details how to create access levels and assign them to applications based on specific conditions, ensuring that access is granted only when the requirements are met.

A . Create and enforce data loss prevention (DLP) rules to control data sharing.

DLP rules are crucial for preventing sensitive data from being shared inappropriately. However, they primarily focus on controlling what users can do with data after they have gained access. DLP does not, by itself, control who can access which systems based on their location and role. It's a complementary security layer but not the primary solution for access control based on these factors.

Associate Google Workspace Administrator topics guides or documents reference: The Google Workspace Admin Help documentation on Data Loss Prevention (DLP) explains how to create rules to prevent the sharing of sensitive information. It focuses on the content of the data and user actions related to sharing, not on controlling initial access based on location and role.

B . Set up and mandate the use of a company-wide VPN for all remote access.

A VPN (Virtual Private Network) can secure the connection between remote users and the company network by encrypting traffic and potentially routing it through company-controlled servers. While it can enhance security and provide a consistent network origin, it does not inherently control access based on the user's role or their geographic location (unless the VPN infrastructure is configured to enforce such restrictions, which would be part of a broader access control strategy). Mandating a VPN is a good security practice but doesn't fully address the need for role-based and location-aware access control.

Associate Google Workspace Administrator topics guides or documents reference: Documentation on VPNs and remote access might be mentioned in the context of securing connections, but it's not the primary mechanism for implementing granular access control based on user attributes and location within Google Workspace's administrative framework.

C . Implement two-factor authentication for all remote team members.

Two-factor authentication (2FA) adds an extra layer of security by requiring users to provide two forms of identification 1 before gaining access. This significantly reduces the risk of unauthorized access 2 due to compromised passwords. While 2FA is a critical security measure for remote teams, it doesn't, by itself, control which systems users can access based on their location and role. It verifies the user's identity but not the context of their access attempt in terms of location or role-based authorization.

Associate Google Workspace Administrator topics guides or documents reference: The Google Workspace Admin Help strongly recommends enabling 2-Step Verification (Google's implementation of 2FA) for enhanced security. However, it is primarily focused on user authentication, not on contextual access control based on location and role.

Therefore, the most comprehensive solution to ensure adherence to data security policies and control access based on location and role for a globally distributed remote work team is to configure access control policies with conditional access. This framework allows for the creation of context-aware rules that take into account various factors to determine whether to grant or block access to resources.

NEW QUESTION # 89

Your organization has enabled Google Groups for Business to let employees create and manage their own email distribution lists and web forums. You need to ensure that users cannot join external Google Groups with their Google Workspace accounts without interrupting internal group usage. What should you do?

- A. Use the Directory API to change the settings of user-created groups to disable features that allow external users to access, view, or post on groups.
- B. Set the setting for Google Groups for Business called Default for permission to view conversations to All organization users.
- C. In Additional Google Services, turn Google Groups OFF at the root organizational unit.
- **D. Set the setting for Google Groups for Business called Accessing groups from outside this organization to Private.**

Answer: D

Explanation:

By setting the Accessing groups from outside this organization to Private, you prevent users from joining external Google Groups while still allowing internal users to use Google Groups within the organization. This setting ensures that only members of your organization can join and interact with internal groups, effectively stopping external access without affecting internal group usage.

NEW QUESTION # 90

Several employees at your company received messages with links to malicious websites. The messages appear to have been sent by your company's human resources department. You need to identify which users received the emails and prevent a recurrence of similar incidents in the future. What should you do?

- A. Search the sender's email address by using Email Log Search. Identify the users that received the messages. Instruct them to mark them as spam in Gmail, delete the messages, and empty the trash.
- B. Collect a list of users who received the messages. Search the recipients' email addresses in Google Vault. Export and download the malicious emails in PST file format. Add the sender's email address to a quarantine list setting in Gmail to quarantine any future emails from the sender.

- C. Search for the sender's email address by using the security investigation tool. Delete the messages. Turn on the safety options for spoofing and authentication protection in Gmail settings.
- D. Search for the sender's email address by using the security investigation tool. Mark the messages as phishing. Add the sender's email address to the Blocked senders list in the Spam, Phishing and Malware setting in Gmail to automatically reject future messages.

Answer: D

Explanation:

The security investigation tool in Google Workspace allows you to identify the impacted users and messages. By marking the messages as phishing, you acknowledge their malicious nature, helping to protect the users. Adding the sender's email address to the Blocked senders list ensures that future messages from this sender will be automatically blocked, preventing recurrence of similar incidents.

NEW QUESTION # 91

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