

2026 Associate-Google-Workspace-Administrator–100% Free Reliable Test Notes | Associate-Google-Workspace-Administrator Exam Reference



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Google Associate Google Workspace Administrator Sample Questions (Q82-Q87):

NEW QUESTION # 82

Your company's legal department has issued a litigation hold that requires you to preserve all data related to a specific project. You need to ensure that all data for this project, including emails, documents, and chats, are preserved indefinitely and cannot be deleted

by users. What should you do?

- A. Create a hold in Google Vault that includes all users and data sources associated with the project.
- B. Set up a retention rule in Google Vault that retains all data from Gmail and Drive indefinitely.
- C. Assign an Archived User license to all users involved in the project.
- D. Export all project related data from Google Workspace and store the data in a separate, secure location.

Answer: A

Explanation:

To preserve all data related to the project, including emails, documents, and chats, and to prevent it from being deleted by users, you should create a hold in Google Vault. A hold ensures that data is preserved indefinitely, regardless of user actions, and applies to the users and data sources (such as Gmail, Drive, and Chats) associated with the project. This is the most efficient and compliant way to meet the litigation hold requirements.

NEW QUESTION # 83

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

Answer: D

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 # 84

Your company handles sensitive client data and needs to maintain a high level of security to comply with strict industry regulations. You need to allow your company's security team to investigate potential security breaches by using the security investigation tool in the Google Admin console.

What should you do?

- A. Create an activity rule that triggers email notifications to the security team whenever a high-risk security event occurs.
- B. Assign the User Management Admin role to the security team.
- C. Assign the super admin role to the security team.
- D. Create an administrator role with Security Center access. Assign the role to the security team.

Answer: D

Explanation:

To allow the security team to investigate potential security breaches using the security investigation tool, you should create a custom administrator role with Security Center access.

This role will provide the security team with the necessary permissions to access and use the security investigation tool without granting them unnecessary permissions, such as those associated with User Management or Super Admin roles. This approach ensures both security and compliance with industry regulations.

NEW QUESTION # 85

You are configuring data governance policies for your organization's Google Drive. You need to ensure that employees in the Research and Development department can share files with external users, while employees in the Finance department are blocked from sharing any files externally. What should you do?

- A. Apply an organization-wide data loss prevention (DLP) rule that scans for sensitive information and prevents external

sharing of those files. Apply that rule to the Finance organizational unit (OU).

- B. Create a separate Google Workspace domain for the Finance organizational unit (OU) and disable external sharing for that domain.
- C. Create a Drive trust rule that allows external sharing for the Research and Development organizational unit (OU) and another rule that blocks external sharing for the Finance OU.
- D. Enable Vault for the Finance organizational unit (OU) to ensure that all files shared externally are retained and auditable.

Answer: C

Explanation:

To enforce different external sharing policies for different departments within the same Google Workspace domain, you should use Google Drive sharing policies configured at the organizational unit (OU) level. Drive trust rules are the mechanism within Google Workspace to control how users can share files inside and outside the organization.

Here's why option A is correct and why the others are not the most appropriate solutions:

A . Create a Drive trust rule that allows external sharing for the Research and Development organizational unit (OU) and another rule that blocks external sharing for the Finance OU.

Google Workspace allows administrators to set specific Drive sharing settings for different organizational units. By creating a Drive trust rule (or more accurately, configuring the external sharing options within Drive and Docs settings for each OU), you can enable external sharing for the Research and Development OU while simultaneously restricting or completely blocking external sharing for the Finance OU. This granular control at the OU level directly addresses the requirement of having different policies for the two departments.

Associate Google Workspace Administrator topics guides or documents reference: The official Google Workspace Admin Help documentation on "Control how users can share Drive files externally" (or similar titles) explains how to manage external sharing options at the organizational unit level. This includes: Setting sharing options by organizational unit: The documentation details how to navigate to Apps > Google Workspace > Drive and Docs > Sharing settings in the Admin console and then select a specific organizational unit to customize its sharing permissions.

Controlling sharing outside your organization: This section explains the various settings available, including allowing sharing with anyone, only with specific domains, or completely preventing external sharing.

While the term "Drive trust rule" might be used in more advanced contexts related to trusted domains, the core functionality of controlling external sharing based on OUs is the key here. The settings within the Drive and Docs sharing configuration for each OU achieve the desired outcome.

B . Enable Vault for the Finance organizational unit (OU) to ensure that all files shared externally are retained and auditable.

Google Vault is used for eDiscovery, legal holds, and retention of data. While it can retain and audit externally shared files (if sharing is allowed), it does not prevent external sharing. Enabling Vault for the Finance OU would not block them from sharing files externally; it would only ensure that if they do, those shared files are preserved and can be audited. This does not meet the requirement of blocking external sharing for the Finance department.

Associate Google Workspace Administrator topics guides or documents reference: The Google Workspace Admin Help documentation on Google Vault clearly outlines its purpose and functionalities, which are focused on data retention, legal holds, and search/export for compliance and legal reasons, not on preventing sharing.

C . Apply an organization-wide data loss prevention (DLP) rule that scans for sensitive information and prevents external sharing of those files. Apply that rule to the Finance organizational unit (OU).

While DLP rules can prevent the external sharing of files containing sensitive information, they are triggered by the content of the files, not by a blanket restriction on all external sharing for a specific OU. The requirement is to block all external sharing for the Finance department, regardless of the content. Applying a DLP rule only to the Finance OU might be complex to manage for a complete block and is not the most direct way to achieve the stated goal. OU-based sharing settings are more straightforward for this purpose.

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 based on content to prevent sensitive data leaks. While DLP can control sharing, it's not the primary mechanism for completely blocking all external sharing for an entire OU.

D . Create a separate Google Workspace domain for the Finance organizational unit (OU) and disable external sharing for that domain.

Creating a separate Google Workspace domain for the Finance department is an overly complex and administratively burdensome solution. It would involve managing two separate domains, user accounts, billing, and potentially complicate internal collaboration between departments. Using organizational units within the same domain provides a much more efficient and manageable way to apply different policies.

Associate Google Workspace Administrator topics guides or documents reference: Google Workspace's organizational unit structure is specifically designed to allow administrators to apply different settings and policies to groups of users within a single domain, avoiding the need for separate domains for policy enforcement.

Therefore, the most direct and appropriate solution is to configure the Google Drive sharing settings at the organizational unit level, allowing external sharing for the Research and Development OU and blocking it for the Finance OU.

NEW QUESTION # 86

Your organization acquired a small agency. You need to create user accounts for these new employees. The new users must be able to use their new organization's email address and their email address with the sub-agency domain name. What should you do?

- A. Set up the acquired agency as a user alias domain from the Manage domains page.
- B. Redirect the acquired domain to Google's MX records and add the account as a "send as" address.
- C. Set up the acquired agency as a secondary domain from the Manage domains page.
- D. Set up the acquired agency as a secondary domain and swap it to the primary domain.

Answer: A

Explanation:

Setting up the acquired agency as a user alias domain allows users to have their new organization's email address while still being able to send and receive emails using their previous email address with the sub-agency domain. This approach efficiently ensures they can use both email addresses without requiring additional configuration for separate accounts.

NEW QUESTION # 87

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