

Pass Guaranteed Quiz Latest Google - Associate-Google-Workspace-Administrator - Valid Associate Google Workspace Administrator Test Question



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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"> • 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"> • 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 4	<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 5	<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.

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Google Associate Google Workspace Administrator Sample Questions (Q101-Q106):

NEW QUESTION # 101

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

Answer: A

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 # 102

Your organization is implementing a new customer support process that uses Gmail. You need to create a cost-effective solution that allows external customers to send support request emails to the customer support team. The requests must be evenly distributed among the customer support agents. What should you do?

- A. Use delegated access for a specific email address that represents the customer support group, and add the customer support team as delegates for that email address.
- B. Create a Google Group, add the support agents to the group, and set the posting permissions to "Public."
- C. Set up an inbox for the customer support team. Provide the login credentials to the customer support team.
- **D. Create a Google Group, enable collaborative inbox settings, set posting permissions to "Anyone on the web", and add the customer support agents as group members.**

Answer: D

Explanation:

A Google Group with collaborative inbox settings allows you to evenly distribute support request emails among the team. By setting the posting permissions to "Anyone on the web," external customers can send emails directly to the group, and the emails will be distributed to the support agents as tasks. This is a cost-effective solution that also provides an organized way to manage and track customer support requests.

NEW QUESTION # 103

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

Answer: C

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 # 104

Your organization has hired temporary employees to work on a sensitive internal project. You need to ensure that the sensitive project data in Google Drive is limited to only internal domain sharing. You do not want to be overly restrictive. What should you

do?

- A. Create a Drive DLP rule, and use the sensitive internal Project name as the detector.
- B. Turn off the Drive sharing setting from the Team dashboard.
- **C. Configure the Drive sharing options for the domain to internal only.**
- D. Restrict the Drive sharing options for the domain to allowlisted domains.

Answer: C

Explanation:

By configuring the Drive sharing options for your domain to "internal only," you ensure that sensitive project data is restricted to your organization's internal users. This prevents any external sharing while allowing your team members to collaborate freely within the organization. It strikes the right balance between maintaining security and avoiding unnecessary restrictions on collaboration.

NEW QUESTION # 105

Your organization wants to ensure that all employees who use Chrome browsers for work adhere to specific security and configuration settings. You need to manage and control the Chrome browsers used within the company while using the least expensive solution. What should you do?

- A. Use a third-party software deployment solution to manage the Chrome browser.
- B. Disable all extensions on employee Chrome browsers to prevent any potential security risks.
- **C. Enroll the Chrome browsers in your organization's domain and apply Chrome browser policies.**
- D. Remotely wipe all employee devices to ensure that they are using the latest Chrome browser version.

Answer: C

Explanation:

Google Workspace (specifically Chrome Enterprise Core, which is often included or available for free with Google Workspace editions) provides built-in capabilities to manage Chrome browsers across an organization. By enrolling Chrome browsers in your domain, you can apply policies centrally from the Google Admin console, controlling security settings, extensions, updates, and more. This is a first-party, cloud-based solution that doesn't require additional software or licensing costs beyond your existing Google Workspace subscription, making it the "least expensive solution."

NEW QUESTION # 106

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