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Google Workspace

Preparing for your
Professional Google
Workspace Administrator
Certification



Register

July 19th | 8AM PT

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Google Cloud Certified - Professional Google Workspace Administrator Sample Questions (Q60-Q65):

NEW QUESTION # 60

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. Assign an Archived User license to all users involved in the project.
- C. Set up a retention rule in Google Vault that retains all data from Gmail and Drive indefinitely.
- 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 # 61

A user in your organization reported that their internal event recipient is not receiving the Calendar event invites. You need to identify the source of this problem. What should you do?

- A. Check if Calendar service is turned off for the event creator.
- B. Check whether the Calendar event has more than 50 guests.
- C. Check whether the business hours are set up in the event recipient's Calendar settings.
- D. Check whether the event recipient has turned off their email notifications for new events in their Calendar settings.

Answer: D

Explanation:

When an internal user reports not receiving Google Calendar event invites, the most likely immediate cause to investigate on the recipient's end is their notification settings within Google Calendar. Users can customize their notification preferences, and it's possible they have turned off email notifications for new events.

Here's why option D is the most relevant first step and why the other options are less likely to be the primary cause of this specific issue:

D). Check whether the event recipient has turned off their email notifications for new events in their Calendar settings.

Google Calendar allows users to configure various notification settings, including whether they receive email notifications for new events, changes to events, reminders, etc. If the recipient has disabled email notifications for new events, they would not receive the invites in their inbox, even though the event might be correctly added to their Calendar.

Associate Google Workspace Administrator topics guides or documents reference: The official Google Calendar Help documentation for users, such as "Change notification settings," explains how users can customize their event notifications. This includes options to turn off email notifications for new events. While administrators don't directly manage individual user's notification settings, understanding these user-level controls is crucial for troubleshooting. An administrator might guide the user to check these settings.

A). Check whether the business hours are set up in the event recipient's Calendar settings.

Business hours in Google Calendar primarily affect meeting scheduling suggestions and how a user's availability is displayed to others. They do not directly prevent a user from receiving event invitations.

Whether or not a recipient has configured their business hours will not stop the email notification for a new event from being sent (unless perhaps in very specific and unusual edge cases related to resource scheduling, which isn't indicated here).

Associate Google Workspace Administrator topics guides or documents reference: The Google Calendar Help documentation on "Set your working hours and location" explains the purpose of business hours, which is related to availability and scheduling, not the receipt of invitations.

B). Check if Calendar service is turned off for the event creator.

If the Calendar service is turned off for the event creator, they would not be able to create or send any Calendar events in the first place. Since the user created and sent the invite (as mentioned by the recipient not receiving it), the Calendar service must be active for the creator.

Associate Google Workspace Administrator topics guides or documents reference: The Google Workspace Admin Help documentation on "Turn Google Calendar on or off for users" explains how administrators can control access to the Calendar service. If the service is off for a user, they would not have Calendar functionality.

C). Check whether the Calendar event has more than 50 guests.

While there might be limitations on the number of guests that can be added to a single Calendar event, exceeding this limit typically results in an error message for the event creator during the invitation process, not a failure of the recipient to receive the invite. Even if there were such a limit affecting receipt (which is not a common documented issue for internal users within reasonable limits), it wouldn't be the first thing to check.

Associate Google Workspace Administrator topics guides or documents reference: Google Calendar Help documentation might mention limits on the number of guests, but these limits usually pertain to the ability

to add guests, send updates, or view responses, not a complete failure of delivery to some recipients within the organization.

Therefore, the most logical first step in troubleshooting why an internal recipient isn't receiving Calendar event invites is to have the recipient check their own Calendar notification settings to ensure that email notifications for new events are enabled.

NEW QUESTION # 62

Your organization recently implemented context-aware access policies for Google Drive to allow users to access Drive only from corporate managed desktops. Unfortunately, some users can still access Drive from non-corporate managed machines. What preliminary checks should you perform to find out why the Context-Aware Access policy is not working as intended? (Choose two.)

- A. Check whether Endpoint Verification is installed on users' desktops.
- B. Confirm that the user has a Google Workspace Enterprise Plus license.
- C. Check whether device policy application is installed on users' devices.
- D. Confirm that the user has at least a Google Workspace Business license.
- E. Delete and recreate a new Context-Aware Access device policy.

Answer: A,B

Explanation:

<https://support.google.com/a/answer/9275380#licenses=~:text=Context%2DAware%20Access-Control%20access%20to%20apps%20based%20on%20user%20%26%20device%20context,context%2C%20such%20as%20whether%20their%20device%20complies%20with%20your%20IT%20policy,-Context%2DAware%20Access>
<https://support.google.com/a/answer/9275380?hl=en&f=1>
<https://support.google.com/a/answer/9007320?hl=en&f=1>

NEW QUESTION # 63

A company wants to distribute iOS devices to only the employees in the Sales OU. They want to be able to do the following on these devices:

Control password policies.

Make corporate apps available to the users.

Remotely wipe the device if it's lost or compromised

What two steps are required before configuring the device policies? (Choose two.)

- A. Set up Device Approvals.
- B. Set up an Apple Push Certificate.
- C. Deploy Apple Certificate to every device.
- D. Turn on Advanced Mobile Management for the domain.
- E. Turn on Advanced Mobile Management for Sales OU

Answer: B,E

Explanation:

Admin Console: Log into the Google Admin console at admin.google.com.

Enable Advanced Mobile Management for Sales OU:

Navigate to Devices > Mobile & endpoints > Settings.

Select the Sales OU and turn on Advanced Mobile Management.

Set Up an Apple Push Certificate:

Go to Devices > Mobile & endpoints > Apple certificates.

Follow the instructions to obtain and upload an Apple Push Certificate.

Device Policies:

After setting up the Apple Push Certificate, configure the desired device policies such as password policies, app distribution, and remote wipe capabilities.

Reference

Google Workspace Admin: Set up advanced mobile management

Google Workspace Admin: Set up an Apple Push Certificate

NEW QUESTION # 64

Your company distributes an internal newsletter that contains sensitive information to all employees by email. You've noticed unauthorized forwarding of this newsletter to external addresses, potentially leading to data leaks. To prevent this, you need to implement a solution that automatically detects and blocks such forwarding while allowing legitimate internal sharing. What should you do?

- A. Create a content compliance rule to modify the newsletter subject line, adding a warning against external forwarding.
- B. Create a Gmail content compliance rule that targets the internal newsletter, identifying instances of external forwarding. Configure the rule to reject the message when such forwarding is detected
- C. Add a banner to the newsletter that warns users that external sharing is prohibited.
- D. Develop an Apps Script project by using the Gmail API to scan sent emails for the newsletter content and external recipients. Automatically revoke access for violating users.

Answer: B

Explanation:

A Gmail content compliance rule allows you to specifically target the internal newsletter and automatically detect when it is forwarded to external addresses. By rejecting such messages, you can prevent unauthorized sharing of sensitive information while still permitting internal sharing. This solution is effective for enforcing data security policies without manual intervention.

NEW QUESTION # 65

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Blocking: Placing People and Cameras, These provide some insight into Google-Workspace-Administrator availability but traditionally require manual user management and offer little control over what information is actually published.

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