Pass Workspace Administrator Google-Workspace-Administrator exam [Feb 07, 2023 Updated 123 Questions [Q15-Q31

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Google Google-Workspace-Administrator Actual Questions and 100% Cover Real Exam Questions

NEW QUESTION 15

In your organization, users have been provisioned with either Google Workspace Enterprise, Google Workspace Business, or no license, depending on their job duties, and the cost of user licenses is paid out of each division’s budget. In order to effectively manage the license disposition, team leaders require the ability to look up the type of license that is currently assigned, along with the last logon date, for their direct reports.

You have been tasked with recommending a solution to the Director of IT, and have gathered the following requirements:

Team leaders must be able to retrieve this data on their own (i.e., self-service).

Team leaders are not permitted to have any level of administrative access to the Google Workspace Admin panel.

Team leaders must only be able to look up data for their direct reports.

The data must always be current to within 1 week.

Costs must be mitigated.

What approach should you recommend?
* Export log data to BigQuery with custom scopes.
* Use a third-party tool.
* Use App Script and filter views within a Google Sheet.
* Create an app using AppMaker and App Script.
https://support.google.com/a/answer/9682494?hl=en

NEW QUESTION 16

Your-company.com recently started using Google Workspace. The CIO is happy with the deployment, but received notifications that some employees have issues with consumer Google accounts (conflict accounts). You want to put a plan in place to address this concern.

What should you do?
* Use the conflict account remove tool to remove the accounts from Google Workspace.
* Rename the accounts to temp@your-company.com, and recreate the accounts.
* Ask users to request a new Google Workspace account from your local admin.
* Use the Transfer tool for unmanaged users to find the conflict accounts.
https://gsuiteupdates.googleblog.com/2017/02/resolve-conflicting-accounts-with-new.html#:~:text=Using%20the%20new%20Transfer%20tool,accounts%20to%20G%20Suite%20accounts. https://support.google.com/a/answer/6178640?hl=en

NEW QUESTION 17

Your Finance team has to share quarterly financial reports in Sheets with an external auditor. The external company is not a Workspace customer and allows employees to access public sites such as Gmail and Facebook. How can you provide the ability to securely share content to collaborators that do not have a Google Workspace or consumer (Gmail) account?
* Allow external sharing with the auditor using the ‘Trusted Domains’ feature.
* Enable the ‘Visitor Sharing’ feature, and demonstrate it to the Finance team.
* Use the ‘Publish’ feature in the Sheets editor to share the contents externally.
* Attach the Sheet file to an email message, and send to the external auditor.
https://support.google.com/drive/answer/9195194?hl=en#:~:text=Share%20with%20visitors,with%20one%20visitor.

NEW QUESTION 18

A retail company has high employee turnover due to the cyclical nature in the consumer space. The increase in leaked confidential content has created the need for a specific administrative role to monitor ongoing employee security investigations. What step should you take to increase the visibility of such investigations?
* Assign the ‘Services Admin’ role to an administrator with ‘Super Admin’ privileges.
* Create a ‘Custom Role’ and add all the Google Vault privileges for a new administrator.
* Validate that the new administrator has access to Google Vault.
* Create a ‘Custom Role’ and add the ability to manage Google Vault matters, holds, searches, and exports.

NEW QUESTION 19

Your company recently migrated to Google Workspace and wants to deploy a commonly used third-party app to all of finance. Your

OU structure in Google Workspace is broken down by department. You need to ensure that the correct users get this app.

What should you do?
* For the Finance OU, enable the third-party app in SAML apps.
* For the Finance OU, enable the third-party app in Marketplace Apps.
* At the root level, disable the third-party app. For the Finance OU, allow users to install any application from the Google Workspace Marketplace.
* At the root level, disable the third-party app. For the Finance OU, allow users to install only whitelisted apps from the Google Workspace Marketplace.

NEW QUESTION 20

Your company frequently hires from five to ten interns for short contract engagements and makes use of the same generically named Google Workspace accounts (e.g., user1@your-company.com, user2@your-company.com, user3@your-company.com). The manager of this program wants all email to these accounts routed to the manager’s mailbox account also.

What should you do?
* Setup address forwarding in each account’s GMail setting menu.
* Set up recipient address mapping in GMail Advanced Settings.
* Configure an Inbound Gateway route.
* Give the manager delegated access to the mailboxes.
https://support.google.com/a/answer/6297084#address

NEW QUESTION 21

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.)
* Use the Directory API to upload a .csv file containing the contacts.
* Configure GCDS to populate a Group with external members.
* Use the People API to upload a .csv file containing the contacts.
* Develop a custom application to call the Domain Shared Contacts API.
* Configure GCDS to synchronize shared contacts.
https://support.google.com/a/answer/9281635?hl=en&ref_topic=20016

NEW QUESTION 22

In the years prior to your organization moving to Google Workspace, it was relatively common practice for users to create consumer Google accounts with their corporate email address (for example, to monitor Analytics, manage AdSense, and collaborate in Docs with other partners who were on Google Workspace.) You were able to address active employees’ use of consumer accounts during the rollout, and you are now concerned about blocking former employees who could potentially still have access to those services even though they don’t have access to their corporate email account.

What should you do?
* Contact Google Enterprise Support to provide a list of all accounts on your domain(s) that access non-Google Workspace Google services and have them blocked.
* Use the Transfer Tool for Unmanaged Accounts to send requests to the former users to transfer their account to your domain as a managed account.
* Provide a list of all active employees to the managers of your company’s Analytics, AdSense, etc. accounts, so they can

clean up the respective access control lists.
* Provision former user accounts with Cloud Identity licenses, generate a new Google password, and place them in an OU with all Google Workspace and Other Google Services disabled.
https://support.google.com/a/answer/6178640?hl=en

NEW QUESTION 23

Your company recently decided to use a cloud-based ticketing system for your customer care needs. You are tasked with rerouting email coming into your customer care address, customercare@your-company.com to the cloud platform’s email address, your-company@cloudprovider.com. As a security measure, you have mail forwarding disabled at the domain level.

What should you do?
* Create a mail contact in the Google Workspace directory that has an email address of your- company@cloudprovider.com
* Create a rule to forward mail in the customercare@your-company.com mailbox to your- company@cloudprovider.com
* Create a recipient map in the Google Workspace Admin console that maps customercare@your-company.com to your-company@cloudprovider.com
* Create a content compliance rule in the Google Workspace Admin console to change route to your- company@cloudprovider.com
Disable automatic forwarding https://support.google.com/a/answer/2491924?hl=en Redirect incoming messages to another email address https://support.google.com/a/answer/4524505?hl=en (Optional) To send the message to the original recipient as well as the new address, under Routing options, check the Also route to original destination box.

NEW QUESTION 24

Your client is a 5,000-employee company with a high turn-over rate that requires them to add and suspend user accounts. When new employees are onboarded, a user object is created in Active Directory. They have determined that manually creating the users in Google Workspace Admin Panel is time-consuming and prone to error. You need to work with the client to identify a method of creating new users that will reduce time and error.

What should you do?
* Install Google Cloud Directory Sync on all Domain Controllers.
* Install Google Workspace Sync for Microsoft Outlook on all employees’ computers.
* Install Google Cloud Directory Sync on a supported server.
* Install Google Apps Manager to automate add-user scripts.
https://support.google.com/a/answer/6123896

NEW QUESTION 25

The CEO of your company has indicated that messages from trusted contacts are being delivered to spam, and it is significantly affecting their work. The messages from these contacts have not always been classified as spam. Additionally, you recently configured SPF, DKIM, and DMARC for your domain. You have been tasked with troubleshooting the issue.

What two actions should you take? (Choose two.)
* Obtain the message header and analyze using Google Workspace Toolbox.
* Review the contents of the messages in Google Vault.
* Set up a Gmail routing rule to whitelist the sender.
* Conduct an Email log search to trace the message route.
* Validate that your domain is not on the Spamhaus blacklist.

NEW QUESTION 26

Your CISO is concerned about third party applications becoming compromised and exposing Google Workspace data you have made available to them. How could you provide granular insight into what data third party applications are accessing?

What should you do?
* Create a report using the OAuth Token Audit Activity logs.
* Create a report using the Calendar Audit Activity logs.
* Create a report using the Drive Audit Activity logs.
* Create a reporting using the API Permissions logs for Installed Apps.
https://support.google.com/a/answer/6124308?hl=en

NEW QUESTION 27

Your organization recently deployed Google Workspace. Your admin team has been very focused on configuring the core services for your environment, which has left you little time to pay attention to other areas. Your security team has just informed you that many users are leveraging unauthorized add-ons, and they are concerned about data exfiltration. The admin team wants you to cut off all add-ons access to Workspace data immediately and block all future add-ons until further notice. However, they approve of users leveraging their Workspace accounts to sign into third-party sites. What should you do?
* Modify your Marketplace Settings to block users from installing any app from the Marketplace.
* Set all API services to “restricted access” and ensure that all connected apps have limited access.
* Remove all client IDs and scopes from the list of domain-wide delegation API clients.
* Block each connected app’s access.
https://support.google.com/a/answer/162106?hl=en#zippy=%2Cview-edit-or-delete-clients-and-scopes:~:text=View%2C%20edit%2
C%20or,immediately%20stop%20working.

NEW QUESTION 28

All Human Resources employees at your company are members of the “HR Department” Team Drive. The HR Director wants to enact a new policy to restrict access to the “Employee Compensation” subfolder stored on that Team Drive to a small subset of the team.

What should you do?
* Use the Drive API to modify the permissions of the Employee Compensation subfolder.
* Use the Drive API to modify the permissions of the individual files contained within the subfolder.
* Move the contents of the subfolder to a new Team Drive with only the relevant team members.
* Move the subfolder to the HR Director’s MyDrive and share it with the relevant team members.
“Inherited permissions can’t be removed from a file or folder in a shared drive”. ref:
https://developers.google.com/drive/api/v3/manage-sharing

NEW QUESTION 29

Your company wants to provide secure access for its employees. The Chief Information Security Officer disabled peripheral access to devices, but wants to enable 2-Step verification. You need to provide secure access to the applications using Google Workspace.

What should you do?
* Enable additional security verification via email.
* Enable authentication via the Google Authenticator.
* Deploy browser or device certificates via Google Workspace.
* Configure USB Yubikeys for all users.
Enable authentication via the Google Authenticator is the only secure option since USB device aren’t usable. Google Authenticator is the most secure option after physical key.

NEW QUESTION 30

Your employer, a media and entertainment company, wants to provision Google Workspace Enterprise accounts on your domain for several world-famous celebrities. Leadership is concerned with ensuring that these VIPs are afforded a high degree of privacy. Only a small group of senior employees must be able to look up contact information and initiate collaboration with the VIPs using Google Workspace services such as Docs, Chat, and Calendar.

You are responsible for configuring to meet these requirements. What should you do?

* In the Users list, find the VIPs and turn off the User setting “Directory Sharing.”
* Create a Group for the VIPs and their handlers, and set the Group Access Level to Restricted.
* In Directory Settings, disable Contact Sharing.
* Create separate Custom Directories for the VIPs and regular employees.

https://support.google.com/a/answer/7566446?hl=en

NEW QUESTION 31

Your company recently acquired an organization that was not leveraging Google Workspace. Your company is currently using Google Cloud Directory Sync (GCDS) to sync from an LDAP directory into Google Workspace. You want to deploy a second instance of GCDS and apply the same strategy with the newly acquired organization, which also has its users in an LDAP directory. How should you change your GCDS instance to ensure that the setup is successful? (Choose two.)

* Provide your current GCDS instance with admin credentials to the recently acquired organization’s LDAP directory.
* Add an LDAP sync rule to your current GCDS instance in order to synchronize new users.
* Set up exclusion rules to ensure that users synced from the acquired organization’s LDAP are not, suspended.
* Set up an additional instance of GCDS running on another server, and handle the acquired organization’s synchronization.
* Upgrade to the multiple LDAP version of GCDS.

https://support.google.com/a/answer/7177266?hl=en#zippy=%2Ccan-i-sync-gcds-from-multiple-ldap-directories GCDS can only sync from a single LDAP directory. If you have multiple LDAP directories, it is recommended that you consolidate your LDAP server data into a single directory. You need to run 2 separate GCDS instances while creating exclusion rules to prevent suspensions/deletions.

Google Google-Workspace-Administrator Exam Syllabus Topics:

TopicDetailsTopic 1- Designing security integration and addressing objections- Scanning email with Data Loss Prevention (DLP)
Topic 2- Configuring security and data region- Managing content compliance rules- Configuring phishing settingsTopic 3- Collect log files or reports needed to engage with support- Troubleshoot user reports of mail delivery problemsTopic 4- Demonstrate how to set up and configure Gmail. Considerations- Enabling email delegation for an OUTopic 5- Configure and implement data governance policies- Removing connected applications and sitesTopic 6- Describe how to import and export data- Use Vault to assist legal teams. ConsiderationsTopic 7- Configuring Secure Transport compliance- Configuring attachment complianceTopic 8- Configure and manage Google Groups for Business. Considerations- Configure shared drives. ConsiderationsTopic 9- Integrating third-party marketplace apps to specific OUs in Google Workspace- Configuring objectionable contentTopic 10- Configure user authentication- Describe how to manage third-party applicationsTopic 11-

Transferring user data from one user to another- Creating administrative roles- Using Apps Script to automate tasks

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