



GOOGLE-WORKSPACE- ADMINISTRATOR^{Q&As}

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QUESTION 1

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?

- A. 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.
- B. 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.
- C. 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.
- D. 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.

Correct Answer: B

<https://support.google.com/a/answer/6178640?hl=en>

QUESTION 2

Your company is using Google Workspace Business Standard. The company has five meeting rooms that are all registered as resources in Google Workspace and used on a daily basis by the employees when organizing meetings. The office layout was changed last weekend, and one of the meeting rooms is now a dedicated room for management. The CEO is complaining that anyone can book the room and requested this room to be used only by the management team and their executive assistants (EAs). No one else must be allowed to book it via Google Calendar. What should you do?

- A. As a super administrator, modify the room calendar sharing settings, and limit it to the management and EAs group.
- B. Delete the room from Google Workspace resources, and suggest using a spreadsheet shared with the management and EAs only for the room schedule.
- C. As a super administrator, create a group calendar named "Management Room," and share it only with the management and the EAs.
- D. Move the room resource to the management and EAs group so that only they can use it.

Correct Answer: A

QUESTION 3

You are the administrator for a 30,000-user organization. You have multiple Workspace licensing options available to



end users in your domain, according to their work responsibilities. A user may be transitioned to a different license type multiple times in a given year. Your organization has a high turnover rate for employees. What is the most efficient way to manage your organization's licensing?

- A. Use the Directory API to create a custom batch script that modifies the users license on a daily basis
- B. Create a license assignment rule in the Google Admin console to set user licensing based on directory attributes.
- C. Use Google Cloud Directory Sync to modify user licensing with each sync, according to information available in the organization's LDAP
- D. Update user licensing in the user portion of the Admin console on an as-needed basis.

Correct Answer: B

QUESTION 4

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?

- A. Assign the 'Services Admin' role to an administrator with 'Super Admin' privileges.
- B. Create a 'Custom Role' and add all the Google Vault privileges for a new administrator.
- C. Validate that the new administrator has access to Google Vault.
- D. Create a 'Custom Role' and add the ability to manage Google Vault matters, holds, searches, and exports.

Correct Answer: D

QUESTION 5

Your organization has decided to enforce 2-Step Verification for a subset of users. Some of these users are now locked out of their accounts because they did not set up 2-Step Verification by the enforcement date. What corrective action should you take to allow the users to sign in again?

- A. Disable 2-Step Verification per organizational unit so the affected users can sign in.
- B. Move the affected users into the exception group temporarily so they can set up 2-Step Verification, and then remove them from the exception group after successful sign-in is confirmed.
- C. Disable 2-Step Verification organization-wide so all users can successfully sign in.
- D. Move the affected users into the exception group permanently so they do not have to use 2-Step Verification going forward.

Correct Answer: B



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