



GOOGLE-WORKSPACE- ADMINISTRATOR^{Q&As}

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QUESTION 1

The executive team for your company has an extended retention policy of two years in place so that they have access to email for a longer period of time. Your COO has found this useful in the past but when they went to find an email from

last year to prove details of a contract in dispute, they were unable to find it. It is no longer in the Trash. They have requested that you recover it.

What should you do?

- A. Using Vault, perform a search for the email and export the content to a standard format to provide for investigation.
- B. Using the Message ID, contact Google Google Workspace support to recover the email, then import with Google Workspace Migration for Microsoft Outlook.
- C. Using the Vault Audit log, perform a search for the email, export the results. then import with Google Workspace Migration for Microsoft Outlook.

Correct Answer: A

<https://support.google.com/vault/answer/6161352?hl=en>

QUESTION 2

The credentials of several individuals within your organization have recently been stolen. Using the Google Workspace login logs, you have determined that in several cases, the stolen credentials have been used in countries other than the ones your organization works in. What else can you do to increase your organization's defense-in-depth strategy?

- A. Implement an IP block on the malicious user's IPs under Security Settings in the Admin Console.
- B. Use Context-Aware Access to deny access to Google services from geo locations other than the ones your organization operates in.
- C. Enforce higher complexity passwords by rolling it out to the affected users.
- D. Use Mobile device management geo-fencing to prevent malicious actors from using these stolen credentials.

Correct Answer: B

[https://support.google.com/a/answer/9262032?hl=en#zippy=%2Cdefine-access-levelsbasicmode:~:text=This%20example%20shows%20an%20access%20level%20called%20%E2%80%9Ccorp_access.%E2%80%9D%20If%20%E2%80%9Ccorp_access%E2%80%9D%20is%20applied%20to%20Gmail%2C%20users%20can%](https://support.google.com/a/answer/9262032?hl=en#zippy=%2Cdefine-access-levelsbasicmode:~:text=This%20example%20shows%20an%20access%20level%20called%20%E2%80%9Ccorp_access.%E2%80%9D%20If%20%E2%80%9Ccorp_access%E2%80%9D%20is%20applied%20to%20Gmail%2C%20users%20can%20access%20Gmail%20only%20from%20an%20encrypted%20and%20company%20Downed%20device%2C%20and%20only%20from%20the%20US%20or%20Canada.)

[20access%20Gmail%20only%20from
m%20an%20encrypted%20and%20company%20Downed%20device%2C%20and%20only
%20from%20the%20US%20or%20Canada.](https://support.google.com/a/answer/9262032?hl=en#zippy=%2Cdefine-access-levelsbasicmode:~:text=This%20example%20shows%20an%20access%20level%20called%20%E2%80%9Ccorp_access.%E2%80%9D%20If%20%E2%80%9Ccorp_access%E2%80%9D%20is%20applied%20to%20Gmail%2C%20users%20can%20access%20Gmail%20only%20from%20an%20encrypted%20and%20company%20Downed%20device%2C%20and%20only%20from%20the%20US%20or%20Canada.)

QUESTION 3



After a recent transition to Google Workspace, helpdesk has received a high volume of password reset requests and cannot respond in a timely manner. Your manager has asked you to determine how to resolve these requests without relying on additional staff.

What should you do?

- A. Create a custom Apps Script to reset passwords.
- B. Use a third-party tool for password recovery.
- C. Enable non-admin password recovery.
- D. Create a Google form to submit reset requests.

Correct Answer: C

Reference: <https://support.google.com/a/answer/33382?hl=en>

QUESTION 4

The CFO just informed you that one of their team members wire-transferred money to the wrong account because they received an email that appeared to be from the CFO. The CFO has provided a list of all users that may be responsible for sending wire transfers. The CFO also provided a list of banks the company sends wire transfers to. There are no external users that should be requesting wire transfers. The CFO is working with the bank to resolve the issue and needs your help to ensure that this does not happen again.

What two actions should you take? (Choose two.)

- A. Configure objectionable content to reject messages with the words "wire transfer."
- B. Verify that DMARC, DKIM, and SPF records are configured correctly for your domain.
- C. Create a rule requiring secure transport for all messages regarding wire transfers.
- D. Add the sender of the wire transfer email to the blocked senders list.
- E. Enable all admin settings in Gmail's safety > spoofing and authentication.

Correct Answer: BD

QUESTION 5

Your organization does not allow users to share externally. The security team has recently approved an exemption for specific members of the marketing team and sales to share documents with external customers, prospects, and partners. How best would you achieve this?

- A. Create a configuration group with the approved users as members, and use it to create a target audience.
- B. Enable external sharing for the marketing and sales organizational units.
- C. Enable external sharing only to allowlisted domains provided by marketing and sales teams.
- D. Create a configuration group with the approved users as members, and enable external sharing for this group.



Correct Answer: D

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