



5 Courses

Introduction to Google  
Workspace Administration

Managing Google  
Workspace

Google Workspace Security

Google Workspace Mail  
Management

Planning for a Google  
Workspace Deployment

Google Cloud

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**IGOR KAPITANOV**

has successfully completed the online, non-credit Specialization

# Google Workspace Administration

The Google Workspace Administration Specialization has been developed to help administrators master the foundations of managing and establishing Google Workspace best practices for their organization. The courses cover account setup and provisioning and management of users, groups and resources. Management of core services such as Gmail, Calendar, and Drive & Docs are also considered. The Google Workspace Security course introduces the learner to Google's security best practices to protect users, applications and data. The specialization also introduces mail management in Google Workspace. Learners configure email compliance and learn how to protect their users from spam, spoofing, phishing and malware attacks. Finally, learners are introduced to Google's deployment methodology.

The online specialization named in this certificate may draw on material from courses taught on-campus, but the included courses are not equivalent to on-campus courses. Participation in this online specialization does not constitute enrollment at this university. This certificate does not confer a University grade, course credit or degree, and it does not verify the identity of the learner.

*Google Cloud Training*

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