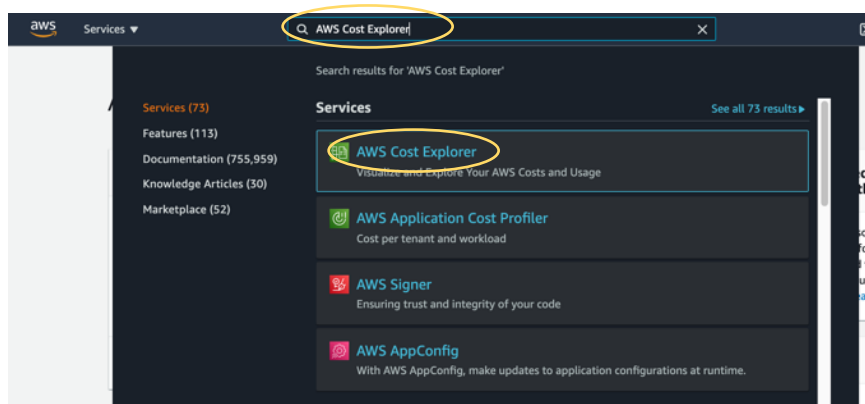


AWS Cost Management Instructions

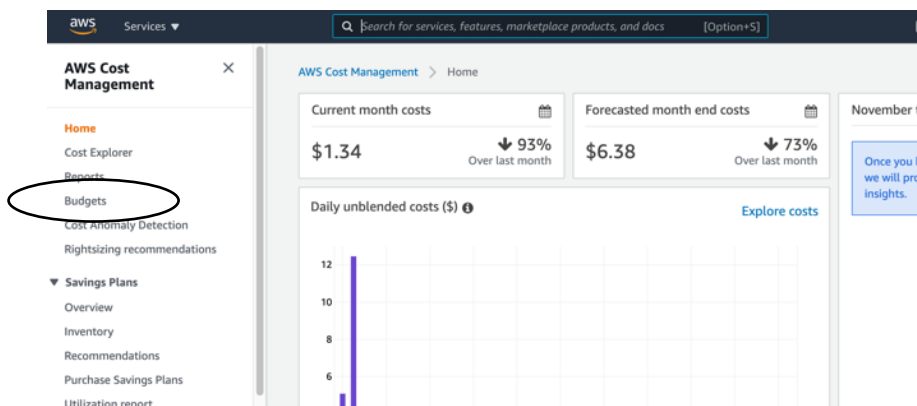
Follow this procedure to create an AWS usage budget that will alert you via email if your consumption of compute and storage services (including EMR) exceeds some monthly maximum cost that you can set. This is one way to protect yourself from being surprised by a high monthly bill if you forget to terminate use of some AWS resources.

To create a usage budget with alerts on high use

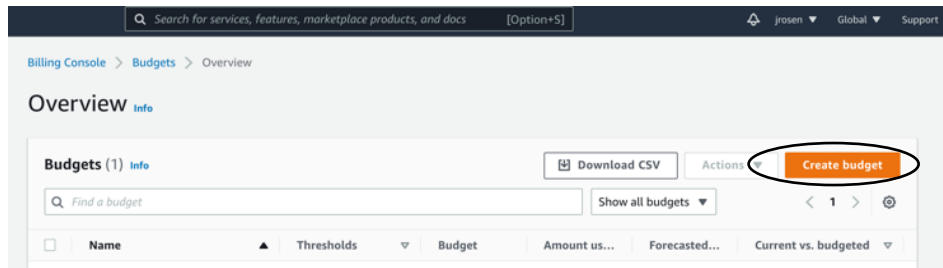
1. Sign in to the AWS Management Console and enter “AWS Cost Explorer” into the search box at the top of the page and then select **AWS Cost Explorer** from the Services list



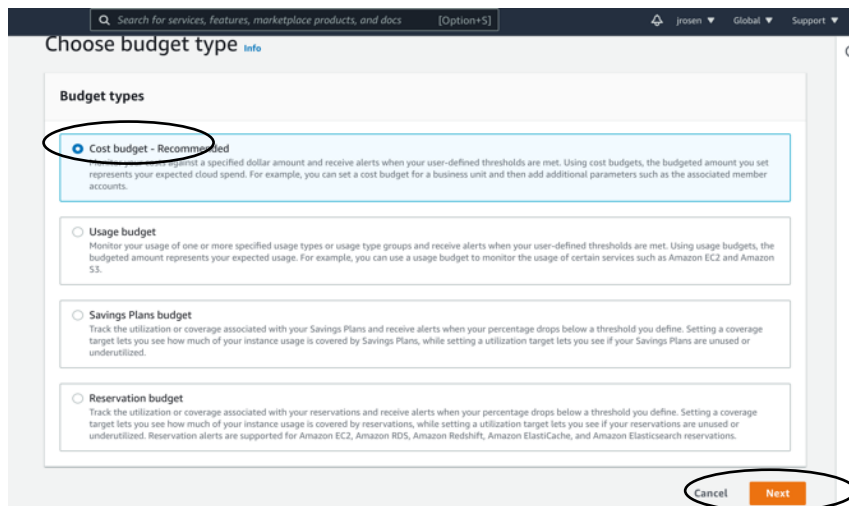
2. In the **AWS Cost Management** navigation pane, choose **Budgets**



3. At the top right of the next page, choose **Create budget**.



4. At the next page, for **Choose budget type**, choose (accept the default) **Cost budget**. Then, choose **Next**.



5. At the next page...

- Under **Set budget amount**, for **Period**, choose **Monthly** (the default) for every month.
- Under **Budget effective date** choose **Recurring budget** (the default).
- Under **Start month** accept the default month or set another one.
- Under **Choose how to budget** accept the default selection of **Fixed** to create a budget that monitors the same amount every month.
- Under **Enter your budget amount** enter the total amount you expect to spend each month, use something like **\$25**.

Set budget amount

Period
Monthly

Budget effective date
☒ **Recurring budget**
 Recurring budgets renew on the first day of every monthly billing period.
☐ **Expiring budget**
 Expiring monthly budgets stop renewing at the end of the selected expiration month.

Start month
 Nov 2021

Choose how to budget
☒ **Fixed**
 Create a budget that tracks against a single monthly budgeted amount.
☐ **Monthly budget planning**
 Specify your budgeted amount for each budget period.

Enter your budgeted amount (\$)
 Last month a total: \$20.00

6. Scroll to the bottom of the page and under **Budget name** enter a name for your budget. Then select **Next**.

Details

Budget name
 Provide a descriptive name for this budget.

Names must be between 1-100 characters.

Cancel Previous **Next**

7. At the bottom of the next page, select **Add an alert threshold**.

budget amount

Your budgeted amount: **\$20.00**
 To change your budgeted amount, go back to step 2.

☒ No alert thresholds created. **Add an alert threshold**

Cancel Previous **Next**

8. When **Alert #1** appears...
 - Under **Threshold** enter the threshold where the alert should be triggered. Enter **80**, for 80% of the budgeted value.
 - Under **Email recipients** enter an email address you check regularly.
 - Then select **Next**.

Alert #1 Remove

Set alert threshold

Threshold
When should this alert be triggered?
80 % of budgeted amount

Trigger
How should this alert be triggered?
Actual

Notification preferences - Optional
Select one or more notification preferences to receive alerts.

Email recipients
Specify the email recipients you want to notify when the threshold has exceeded.
joseph.rosen.1@gmail.com
Maximum number of email recipients is 10.

[Amazon SNS Alerts info](#)
[Amazon Chatbot Alerts](#)

+ Add alert threshold

Cancel Previous Next

9. You should see a summary something like the following. Then select **Next**.

Alert #1 (0 actions attached)

Threshold
80%

Threshold measured against
Actual Costs

Add Action

Email recipients
joseph.rosen.1@gmail.com

Amazon SNS
Not configured

Cancel Previous Next

10. Now select **Create budget** at the bottom right of the page.

Alerts

Alert #1
Threshold
80% of budgeted amount
Threshold measured against
Actual costs

Step 4: Attach actions - optional Edit

Actions
You have no budget actions

Cancel Previous Create budget

11. Now you should see something like this, and you are done!

Overview [Info](#)

Budgets (2) [Info](#) [Download CSV](#) [Actions](#) [Create budget](#)

[Show all budgets](#) < 1 > ⚙

<input type="checkbox"/>	Name	▲	Thresholds ▼	Budget	Amount used	Forecasted a...	Current vs. budgeted ▼	Forecasted vs. bu
<input type="checkbox"/>	Basic		/	\$15.00	\$0.00	\$5.04	0.00%	
<input type="checkbox"/>	test1		OK	\$20.00	-	-	0.00%	-