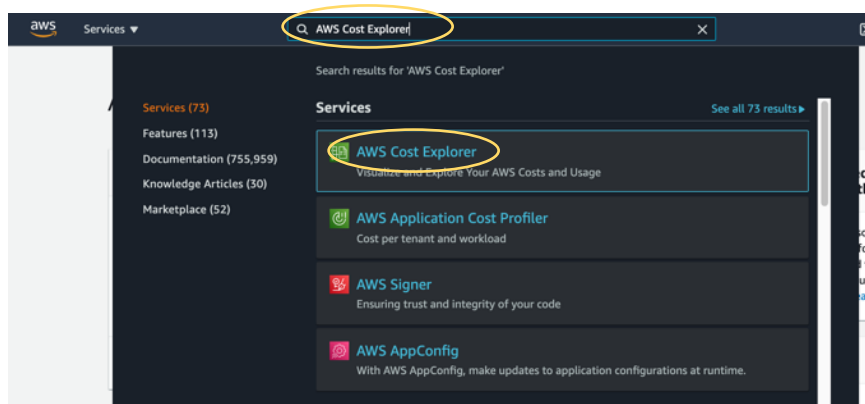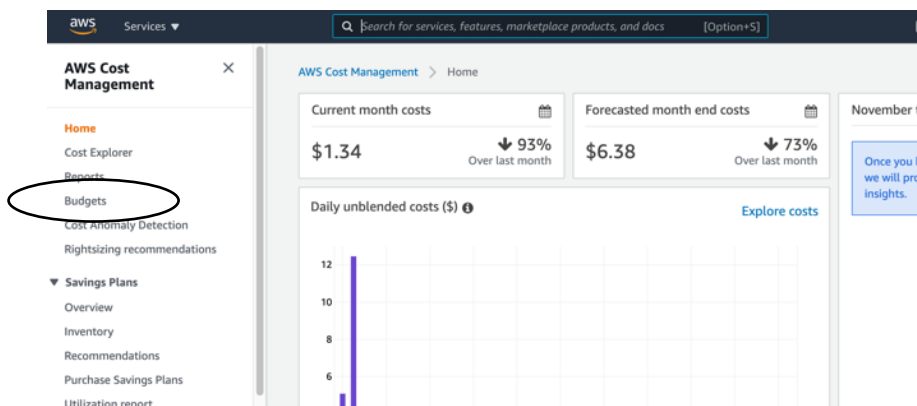# AWS Cost Management Instructions

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.

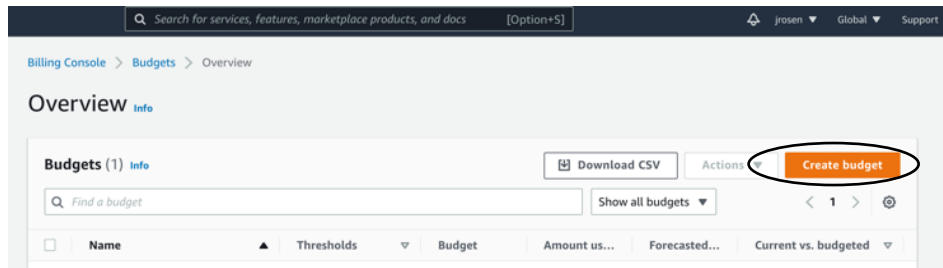**To create a usage budget with alerts on high use**

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
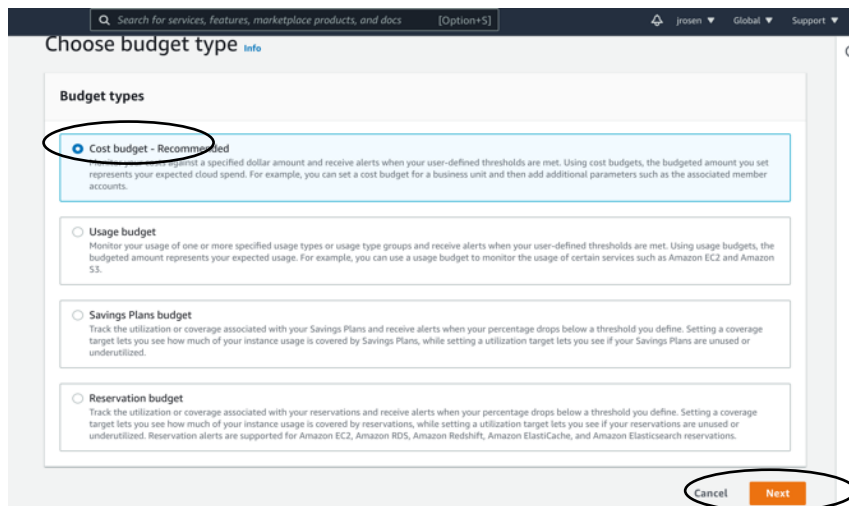

2. In the **AWS Cost Management** navigation pane, choose **Budgets**

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.**

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

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

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**.

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

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

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