

## How to Create Labels and Billing Report

Please add a summary/introduction here.

## Create Label (initial)

At the beginning of creating a resource, you are able to create label(s) that are associated with the resource you are deploying. Expand the **“Labels (optional)”** tab, then click **“add label”**.

Create a bucket

Name your bucket

Pick a globally unique, permanent name. [Naming guidelines](#)

example-billing-label-bucket

Tip: Don't include any sensitive information

✓ LABELS (OPTIONAL)

CONTINUE

Choose where to store your data

Location: us (multiple regions in United States)  
Location type: Multi-region

Choose a default storage class for your data

Default storage class: Standard

Choose how to control access to objects

Public access prevention: Off  
Access control: Uniform

Choose how to protect object data

Protection tools: None  
Data encryption: Google-managed key

Good to know

Location pricing

Storage rates vary depending on the storage class of your data and location of your bucket. [Pricing details](#)

Current configuration: Multi-region / Standard

| Item                                   | Cost                 |
|--|----------------------|
| us (multiple regions in United States) | \$0.026 per GB-month |

ESTIMATE YOUR MONTHLY COST

Enter the key(s) and value(s) associated with the resource then continue to finish provisioning the resource.

## Edit labels

Labels are key:value pairs that allow you to group related buckets together or with other Cloud Platform resources. [Learn more](#)

|                        |                          |
|------------------------|--------------------------|
| Key 1<br>creator       | Value 1<br>danipan       |
| Key 2<br>module        | Value 2<br>billing       |
| Key 3<br>resource_type | Value 3<br>cloud-storage |
| Key 4<br>team          | Value 4<br>nosi-dev      |

[+ ADD LABEL](#)

Add label(s) relating to your project and save.

### Info panel


DOCUMENTATION **LABELS**

#### kay-test-idle-shutdown

Labels help organize your resources (e.g., cost\_center:sales or env:prod)

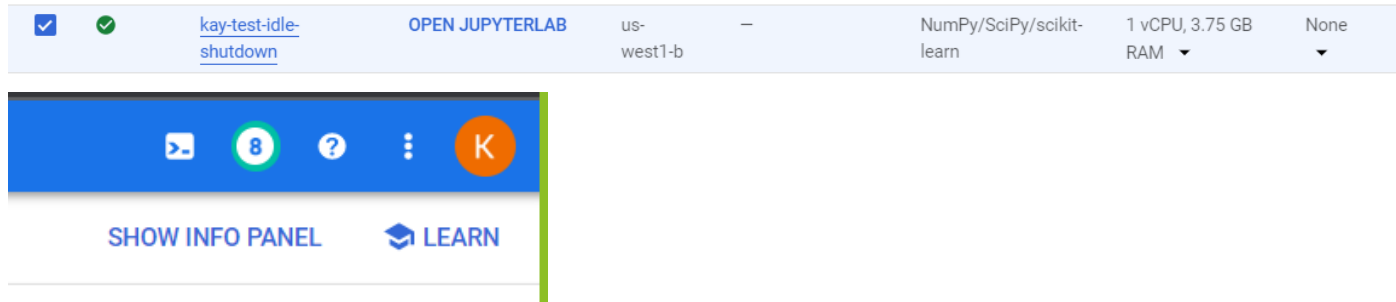
|                             |                         |
|-----------------------------|-------------------------|
| Key 1<br>goog-caip-notebook | Value 1                 |
| Key 2<br>environment        | Value 2<br>nosi-dev     |
| Key 3<br>creator            | Value 3<br>kunleadewuyi |
| Key 4 *<br>module           | Value 4<br>billing      |

[+ ADD LABEL](#)



## Create Label (existing resource)

Select the resource you intent to label and find the “**show info panel**” and expand the info panel.



Click on “**labels**” to add new labels and save your edit.

Info panel

DOCUMENTATION

LABELS

kay-test-idle-shutdown

Labels help organize your resources (e.g., cost\_center:sales or env:prod)

Key 1

goog-caip-notebook

Value 1

Key 2

environment

Value 2

nosi-dev

Key 3

creator

Value 3


kunleadewuyi

Key 4 \*

module

Value 4

billing



+ ADD LABEL

SAVE

DISCARD CHANGES

## Create Billing Report

Navigate to the “Reports” tab


Click on the menu and navigate to the billing section. Select the billing account you want to view. Then go to “**Reports**” tab.


The image shows a software interface with a 'Billing' section. A dropdown menu is open for 'Billing account', displaying 'All billing accounts', 'NIH.NIGMS.DRCB.LearningModules', and 'MANAGE BILLING ACCOUNTS'. Below this, the 'Billing' section is visible with a 'Billing account' dropdown set to 'NIH.NIGMS.DRCB.LearningModules'. The 'Reports' option is highlighted with a red box. Other options include 'Overview', 'Cost table', and 'Cost breakdown'.

### Customize the filters

In the **“Filters”** section, ensure you are selecting the desired project. Set the report to be **“group by services”**.

**Projects**

 Filter Type to filter



 1 of 18 selected

☒ nih-nigms-nosi-dev  
keen-clarity-352623


**Group by**

Expand the “**Labels**” dropdown menu, enter the key(s)/value(s) you want to filter. The report will be generated based on the filter(s).


*Note: You can select multiple values for the same key. Multiple labels can be used.*


**Labels**  

Select the key and values of the labels you want to filter.

**Label 1** 


No values selected

 **ADD LABEL**

**Label 1** 

creator

1 value

 **ADD LABEL**

Labels ?



Select the key and values of the labels you want to filter.

Label 1



Key 1

created



Value 1

4 values



Label 2



Key 2

results



Value 2

1 value



+ ADD LABEL

July 1 – 25, 2022 (total cost) ?

\$6.83

Includes -\$0.62 in credits

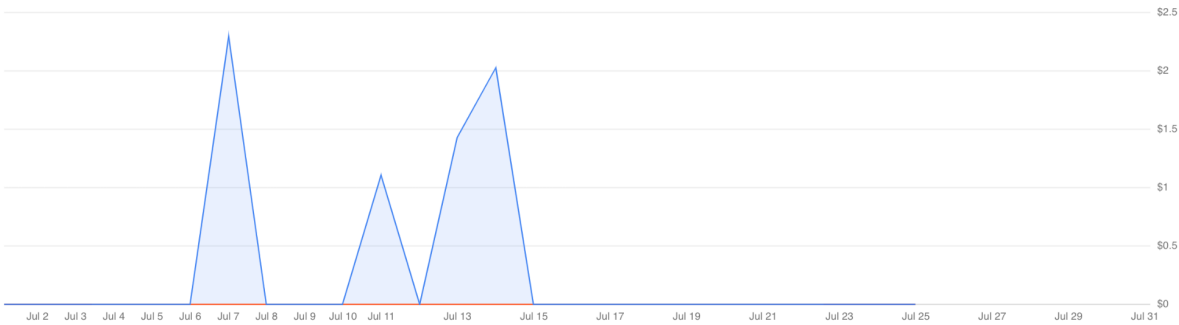
↑ -

\$6.83 over June 6 – 30, 2022

July 2022 (forecasted total cost) ?

Unable to project cost

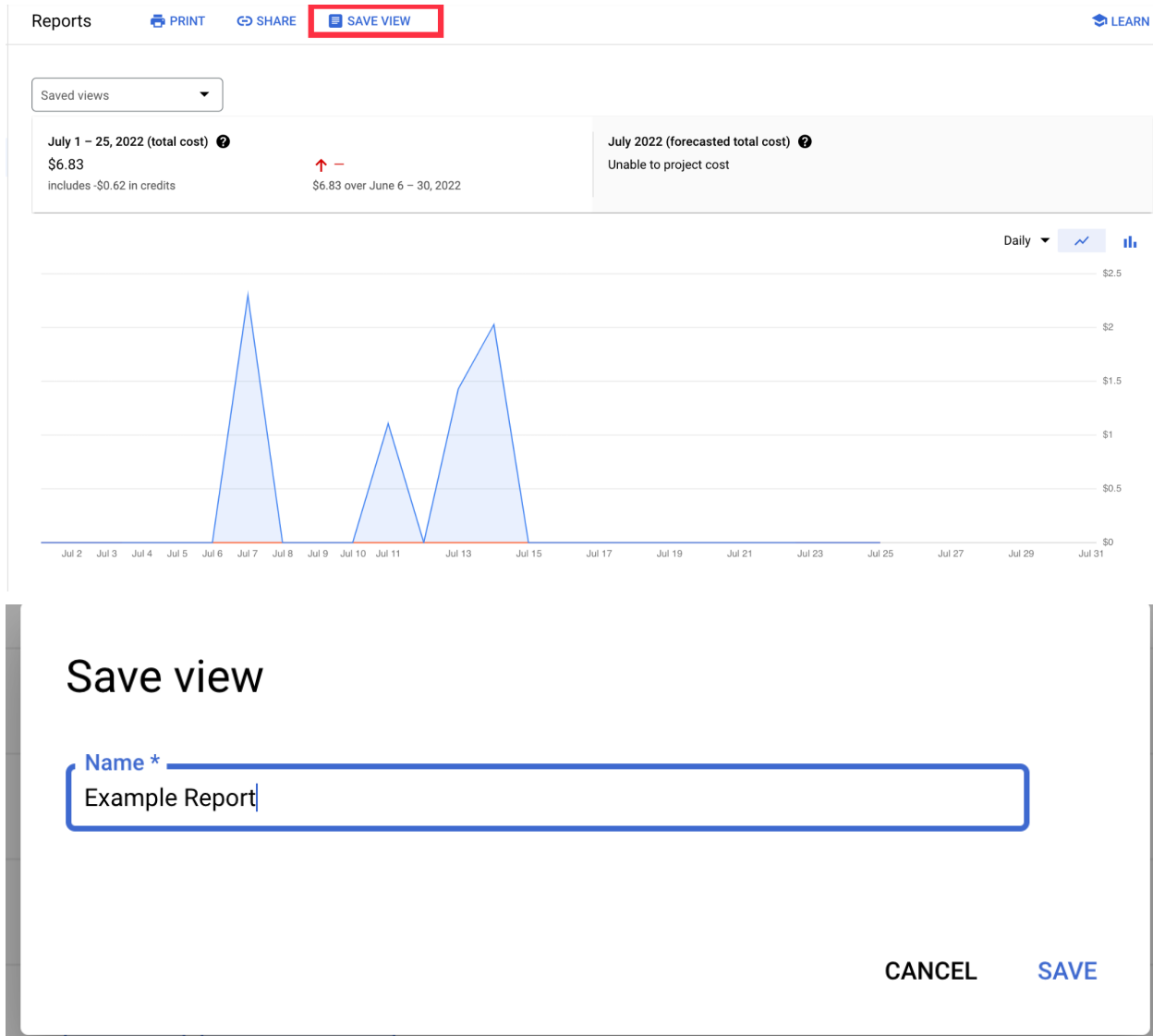
Daily



| Service                       | Cost   | Discounts | Promotions and others | Subtotal |
|-------------------------------|--------|-----------|-----------------------|----------|
| Compute Engine                | \$6.83 | \$0.00    | —                     | \$6.83   |
| Kubernetes Engine             | \$0.62 | -\$0.62   | —                     | \$0.00   |
| Subtotal                      |        |           |                       | \$6.83   |
| Tax <span>?</span>            |        |           |                       | —        |
| Filtered total <span>?</span> |        |           |                       | \$6.83   |

## Save Report View

On the top of the report chart, click the “**save view**” button to save your filter settings for future use.



## Troubleshooting

1. Ensure you have the proper IAM role assigned to you.
2. Ensure you have selected the correct project.
3. Billing reports refresh every 24hrs.