

1. Review your spend and Free Tier usage

- Access the billing dashboard
After you have logged in to your account, from the account menu choose My Billing Dashboard.
- Review your billing dashboard
Once you reach the Billing & Cost Management Dashboard page, you can view a summary of your month-to-date costs in the Spend Summary section, as well as a service-based breakdown in the Month-to-Date Spend by Service section.
- Access all your Free Tier usage
To dive deeper into your Free Tier-eligible usage, choose the View all button in the top right corner of the Top Free Tier Service by Usage widget.
- Analyze all your Free Tier usage
On the All Free Tier services by usage page, all of your usage for all services in the Free Tier are listed. In addition to your month-to-date actual usage, how much service usage you are forecasted to have by the end of the month is detailed in the Month-end forecasted usage column.
- Modify your AWS Free Tier Usage Limit email alerts
By default, most accounts are automatically opted in to receiving AWS Free Tier Usage Limit email alerts when their service usage exceeds 85% of a given Free Tier usage limit.

To change who gets these email alerts, choose Preferences from the left navigation bar.

To opt other people in to receiving Free Tier Usage Alerts, in the Email Address field add their email address and choose Save preferences.

2. Set up a cost budget

In this step you will set up a cost budget in the AWS Billing Console using AWS Budgets. As part of your cost budget, you will set up three notifications: one for if your costs reach 50% of your budget, one for if your costs are forecasted to exceed your budget, and one if your costs do exceed your budget.

- Create budget
From the navigation menu on the left, select Budgets then choose Create budget. On the Create budget page, choose Cost as the Budget Type.
- Choose Budget Option
On the Set budget details page, edit the Name field to read MyMonthlyBudget. For Period and Start date keep the default values. Specify your Budgeted Amount.

In the Budget parameters section, you can use these features to create budgets that track costs associated with a particular set of AWS services, linked accounts, tags, or other usage dimensions. For this tutorial, keep these values as the default.

- Set budget details

On the Set budget details page, edit the Name field to read MyMonthlyBudget. For Period and Start date keep the default values. Specify your Budgeted Amount.

In the Budget parameters section, you can use these features to create budgets that track costs associated with a particular set of AWS services, linked accounts, tags, or other usage dimensions. For this tutorial, keep these values as the default.

- Configure alert for when actual cost exceeds 80% of budget threshold
Scroll down to the Notifications (optional) section. In this section, you can have AWS Budgets contact you and others via email when budget conditions are met.

Configure the notification to fire when actual costs are greater than 80% of budgeted amount as pictured in the screen shot to the right. Add your email address and the email address of anyone who should receive this notification in the Email contacts field. Then select Add new notification.

- Configure alert for when forecasted cost exceeds your budget
Configure this notification to fire when forecasted costs are greater than 100% of the budgeted amount as pictured in the screenshot to the right. Add your email address and the email address of anyone who should receive this notification in the Email contacts field. Then select the Add new notification.

- Configure alert for when actual costs exceeds your budget
Configure this notification to notify you when actual costs are greater than 100% of budgeted amount. Add your email address and the email address of anyone who should receive this notification in the Email contacts field. Then select the Create button to create the budget and notifications.

- Review your new budget
After the budget has been created, you see a list AWS Budgets you have created. It is a best practice to create a total monthly cost budget for each AWS account that you use.

You can create up to 62 budget days per month using the AWS Budgets service within the Free Tier limit. After that, you simply pay as you go to create additional budgets.

- Inspect your new budget
- To dive deeper into your budget details, click on your new budget. From there, you can view your budget details, access a budget performance summary, and inspect your historical budget performance.