**Google Cloud Console (UI)**

1. **Go to IAM & Admin → Service Accounts**  
   https://console.cloud.google.com/iam-admin/serviceaccounts
2. **Select your GCP project** (top menu bar).
3. **Find or create a Service Account:**
   * To use an existing account: Locate the one you want.
   * To create a new one:
     + Click **"Create Service Account"**
     + Enter a name and ID
     + Click **"Create and Continue"**
     + Assign roles (optional), click **"Done"**
4. **Create a Key:**
   * Click the **three dots (⋮)** next to the desired Service Account.
   * Click **"Manage keys"**
   * Under the **"Keys"** section, click **"Add Key"** → **"Create new key"**
   * Select **JSON** format
   * Click **"Create"**
5. **Download the JSON file**
   * A .json file will be downloaded automatically.
   * **Keep it safe** — it contains private credentials.