

# OPEN AI

## Creating your API key

- 1) Go to the OpenAI website
- 2) Create an Account
- 3) Go the Dashboard
- 4) On the menu on the left, go to API keys
- 5) Click on the button of the right “+Create new Secret Key”
- 6) Click on create secret key!

You have created your key!

- 7) **SAVE** the new key. Click on copy and keep your key safe. You won't be able to see its value anymore in the future, you will only be able to see its name.

*You have to protect your API key from now on!  
Read more about API keys and best practices in here.*

## Adding Credits

ChatGPT is not free of charge, so you will need to add credits into your account.

- 1) Go to settings
- 2) On the organization menu on your left, click on “billing”
- 3) Click on “add payment method”
- 4) Add a small amount of credits into your account (you can always add more).

*Tip: do not set auto recharge to automatically recharge your account. If you do so, in the event that your API key gets exposed, you could be paying for someone's usage of OpenAI.*