# ADTA 5900/5550/5560: Important Notes
## Handling Multiple GCP Accounts & Enabling A Billing Account

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## 1. Overview

It is normal that a user can have multiple Google Gmail accounts. In another scenario, a student has already had a GCP account that he/she used for the classwork in another class.

If the student has multiple Gmail accounts, or he/she has created a GCP account used for another class, the student must be sure that he/she has successfully created a new GCP account that can be used for the classwork.

## 2. Multiple Google Accounts

If a user has multiple google accounts, not necessary that all of them are Gmail accounts (e.g., one for Gmail, another for YouTube music, …), when he/she logs in one of them, Google "remember" that account and uses it as the default account.
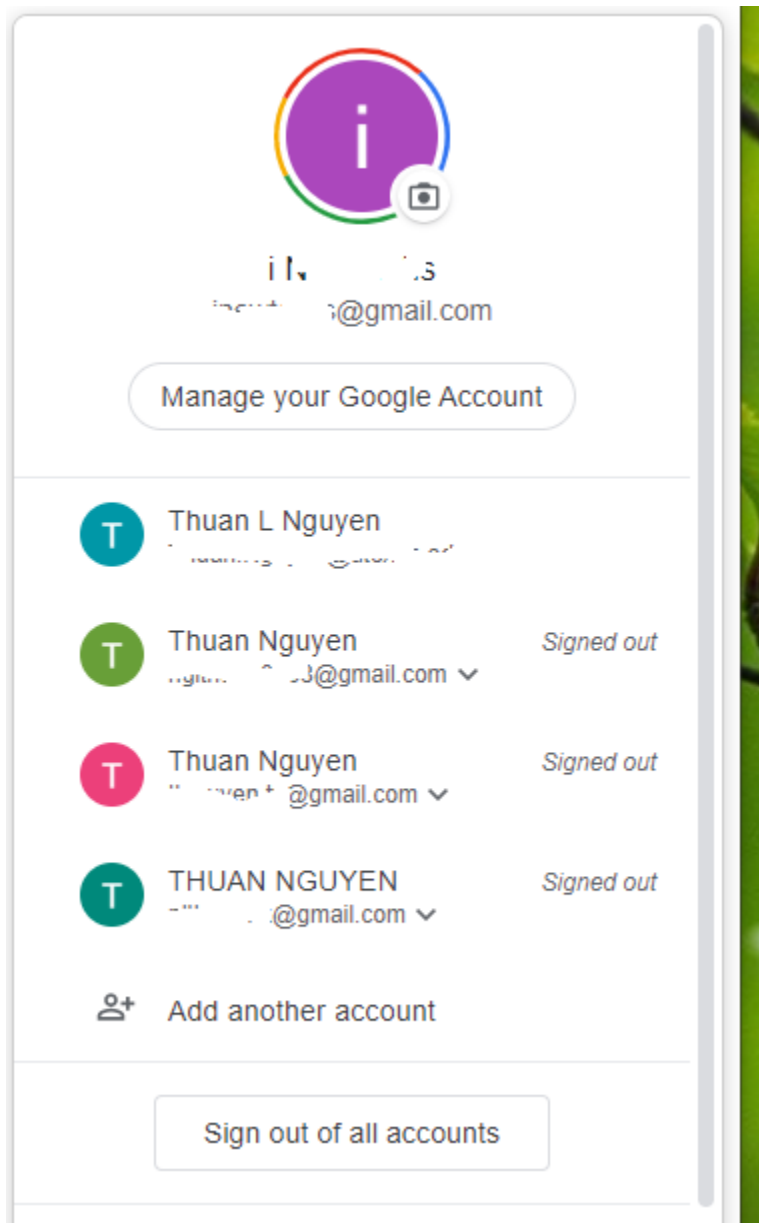
When the user creates a new Gmail and want to use it for a new GCP account while still logging in one of his/her Google accounts, GCP automatically uses the currently-logged-in account as the default one and associate all new requested or created services to this default account.

For example, a student has already created a GCP account and used it for the classwork of a class in the previous semester. Now he/she created a new GCP account (by creating a new Gmail account) while still logging in the current Gmail account. Then, the student created a new project. This new project would be likely associated with the current GCP account, not the newly-created one.

To avoid all mishaps that may be occurred when a student creates a new GCP account, he/she should do the steps in the following sections.

## 3. Log Out from ALL Google Accounts

Before creating a new Gmail account for a new GCP account, the students should log out from ALL Google accounts, including Gmail, YouTube, …, and so on.

**Click** on "**Sign out of all accounts**"

**Close** all web browser windows that are currently running.

## 4. Create a New Gmail Account for the New GCP Account

After logging out from ALL Google accounts and closing all web browser windows, the student can open a new web browser window and start creating a new Gmail account that will be used for the new GCP account.

The student should not log in any other Google account until he/she finished all the steps of creating the new GCP account and setting up the new remote deep learning.
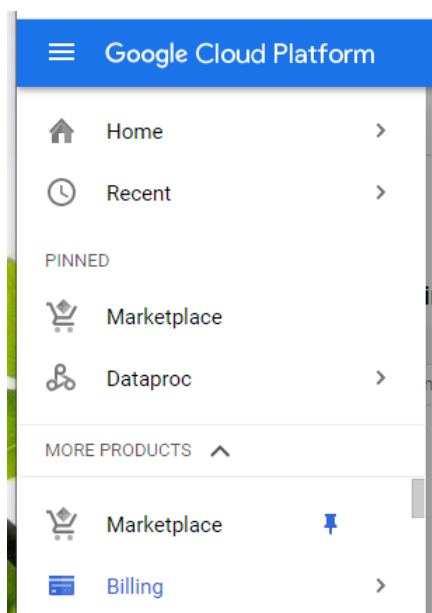
## 5. Enable a Billing Account for a New GCP Project

GCP requires that an active project must be associated with an active billing account that can be set up with a credit card or with $300.00 free credit.

In some cases, for some reasons, a newly created project is not associated with any billing account. If this happened, the user would get an error warning like this:

*"Billing account for project ... X ... is not found. Billing must be enabled for activation of service(s)"*

In this case, the student needs to do the following steps to enable a billing account for the project:

--) Log in GCP account and access Google Cloud Console
--) Check to be sure that the console is active with the correct project
--) Click on the three-horizontal-bars icon to open a drop-down menu

--) Look for and click the "Billing" entry

Billing

# You have multiple billing accounts

Billing account "Billing Account for Education" is linked to this project

**GO TO LINKED BILLING ACCOUNT**      **MANAGE BILLING ACCOUNTS**

--) Click "GO TO LINKED BILLING ACCOUNT
--) Look for "Billing account" and Manage tabs on the top right corner

**Billing account**  Manage
Billing Account for Education, 0194DA-CB5C0F-
EE10F1

**Organization**
No organization

--) Click Manage

## Projects linked to this billing account

| Project name | Project ID | Actions ❓ |
|---|---|---|
| dl-tf-keras-ann | dl-tf-keras-ann | ⋮ |

--) Click Three-Dots to open a menu

## Projects linked to this billing account

| Project name | Project ID | Actions ❓ |
|---|---|---|
| dl-tf-keras-ann | dl-tf-keras-ann | ⋮ |

Disable billing

Change billing

--) Click "Change billing" to open a menu that lists all billing accounts

## Set the billing account for project "dl-tf-keras-ann"

This project pays for both Google Cloud Platform and Maps Platform. Select a billing account that supports both Google Cloud Platform and Maps Platform. Learn more

Billing account *  ▼  ❓

Any charges for this project will be billed to the account you select here.

CANCEL    SET ACCOUNT

--) Click to select the billing account that the user wants to associate with this project, either $300.00-free credit billing account or a credit-card account.

## Set the billing account for project "dl-tf-keras-ann"

This project pays for both Google Cloud Platform and Maps Platform. Select a billing account that supports both Google Cloud Platform and Maps Platform. Learn more

Billing account *

≡ Filter Type to filter

Billing Account for Education

Billing Account for Education

Billing Account for Education

Billing Account for Education

Billing Account for Education

Billing Account for Education

My Billing Account 1

My Billing Account 2

Now, a billing account has been enabled for the project.

The user can start using the project as normal.