



Priz.ai

How To Download A Detailed Billing Report

GCP

INTRODUCTION

Understanding cloud costs is essential for managing budgets and optimizing resources. GCP (Google Cloud Platform) provides tools that make it easy to access a detailed billing report, allowing you to track your spending and analyze where your cloud budget is going. This guide explains how to download a billing report in a straightforward, step-by-step manner.

STEP 1:

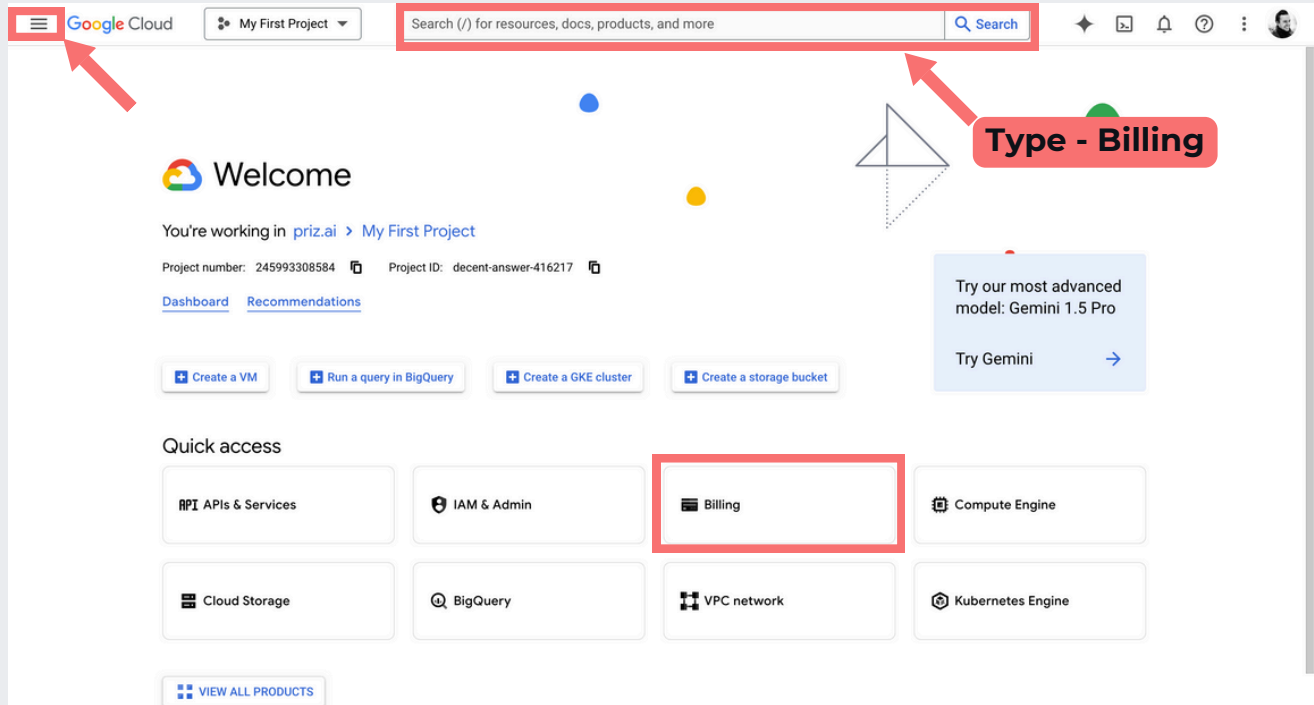
ACCESS THE GCP MANAGEMENT CONSOLE

1. Open a Web Browser: Start by opening any web browser, such as Chrome, Firefox, or Safari.
2. Navigate to the GCP Console: Go to <https://aws.amazon.com/console>.
3. Log In: Use your GCP credentials to log into the GCP Management Console. You'll need the correct permissions to view billing information.

Visual Discription Below



STEP 1: VISUAL



STEP 2:

GO TO THE BILLING PAGE

1. From the left-hand navigation menu, click on the Menu icon (≡) in the top-left corner.
2. Select Billing from the menu. If you have multiple billing accounts, make sure to select the one you want to download the report from.

Visual Discription Below



STEP 2: VISUAL

The screenshot shows the Google Cloud Billing account overview page. The top navigation bar includes the Google Cloud logo, a search bar, and utility icons. The left sidebar contains a navigation menu with categories like Cost management, Cost optimization, and Release Notes. The main content area is titled 'Billing account overview' and shows a summary of costs for November 1-15, 2024. The summary displays 'Cost \$0.00', 'Credits used \$0.00', and 'Total cost \$0.00'. Below this, there is a section for 'Forecasted total cost' which is currently unavailable. To the right, there is a 'FinOps Hub with carbon tracking' section showing a 'Save up to \$0.00' and a 'FinOps score' of 3.2 / 5.0. At the bottom right, there is a 'Create a budget alert' section with a form to set a monthly budget.

Google Cloud

Search (/) for resources, docs, products, and more

Search

Billing

Overview

My Billing Account

Overview

Cost management

Reports

Cost table

Cost breakdown

Budgets & alerts

Billing export

Anomalies **PREVIEW**

Cost optimization

FinOps hub

Committed use discounts...

CUD analysis

Pricing

Release Notes

Overview

Payment overview

Your total cost (November 1 – 15, 2024)

Last 7 days Current month

Cost Credits used Total cost

\$0.00 — \$0.00 = \$0.00

View details

Forecasted total cost

Available once there is enough usage

FinOps Hub with carbon tracking **New**

Optimize cloud spend and reduce carbon impact.

View details

Save up to

\$0.00

0% of last month's total cost

FinOps score

3.2 / 5.0

FinOps maturity: Medium

View details on FinOps hub

Create a budget alert

Set a monthly budget for your billing account. You'll get email notifications as your costs approach and exceed the budget amount.

\$100

\$

Create

STEP 3:

GO TO THE REPORTS SECTION

1. On the Billing dashboard, click on Reports from the left-hand sidebar.

Visual Discription Below



STEP 3: VISUAL

The screenshot displays the Google Cloud Billing console interface. The left-hand navigation menu is visible, with the 'Reports' option under the 'Cost management' section highlighted by a red rectangular box and a red arrow pointing to it. The main content area shows the 'Billing account overview' for 'My Billing Account'. It features a summary of costs for the period 'November 1 - 15, 2024', with a total cost of \$0.00. The summary includes a table with columns for 'Cost', 'Credits used', and 'Total cost', all showing \$0.00. Below this, there is a section for 'Forecasted total cost' which is currently unavailable. On the right side, there are two informational cards: 'FinOps Hub with carbon tracking' showing a score of 3.2/5.0 and 'Create a budget alert' with a form to set a monthly budget.

Google Cloud

Search (/) for resources, docs, products, and more

Billing

Overview

My Billing Account

Cost management

Reports

Cost table

Cost breakdown

Budgets & alerts

Billing export

Anomalies

Cost optimization

FinOps hub

Committed use discounts...

CUD analysis

Pricing

Release Notes

Your total cost (November 1 - 15, 2024)

Cost: \$0.00

Credits used: \$0.00

Total cost: \$0.00

Forecasted total cost

FinOps Hub with carbon tracking

Save up to \$0.00

FinOps score: 3.2 / 5.0

Create a budget alert

Set a monthly budget for your billing account. You'll get email notifications as your costs approach and exceed the budget amount.

\$100

\$

4

https://console.cloud.google.com/billing/014464-1EE709-6B8F61/reports?authuser=1&hl=en&organizationId=901250329199&project=decent-answer-416217

STEP 4:

CONFIGURE YOUR REPORT

1. Use the filters available to customize the data range and view the details you want (e.g., specifying dates, services, projects, and other filters).
2. Ensure you have selected the time range that encompasses the data you wish to download.

Visual Discription Below



STEP 4: VISUAL

The screenshot shows the Google Cloud Billing Reports interface. The left sidebar contains navigation options like Billing account, Overview, Cost management, Reports, Cost table, Cost breakdown, Budgets & alerts, Billing export, Anomalies, Cost optimization, FinOps hub, Committed use discounts, CUD analysis, Pricing, and Release Notes. The main content area displays cost reports for three periods: Free trial credits (\$300.00 remaining), November 1-15, 2024 (\$0.00 total cost), and November 2024 (forecasted total cost). A central clock icon indicates a delay in cost reporting. Below this is a table with columns for Service, Cost, Discounts, Promotions and others, Subtotal, and % Change. The table currently shows 'No results to display'. At the bottom right of the table area, there is a summary: Subtotal \$0.00, Tax -, Total \$0.00. On the right side, a 'Filters' sidebar is highlighted with a red border. It includes sections for Time range (Usage date selected), Group by (Service), Folders & Organizations (All folders/organizations (1)), Projects (All projects (1)), Services (All services (2)), SKUs (All SKUs (2)), Locations, and Labels. A red arrow points from the 'All projects (1)' filter to the central clock icon.

Google Cloud

Search (/) for resources, docs, products, and more

Search

Billing

Reports

See all reports

Generate query

Print

Share

Learn

Filters

Billing account

My Billing Account

Overview

Cost management

Reports

Cost table

Cost breakdown

Budgets & alerts

Billing export

Anomalies **PREVIEW**

Cost optimization

FinOps hub

Committed use discounts...

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Release Notes

Free trial credits [?]

\$300.00 remaining

out of \$300.00

November 1 – 15, 2024 (total cost) [?]

\$0.00

includes \$0.00 in credits \$0.00 over October 17 – 31, 2024

November 2024 (forecasted total cost) [?]

Not enough historical data to project cost

Show cumulative

Costs take a few hours to show up, and might take longer than 24 hours. [Learn more](#) or [get an alert](#) when usage cost is available.

Download CSV

Download CSV

Service	Cost	Discounts	Promotions and others	Subtotal	% Change [?]
No results to display					
				Subtotal	\$0.00
				Tax [?]	-
				Total [?]	\$0.00

Time range

Usage date Invoice month

Current month

Group by

Service

Folders & Organizations

All folders/organizations (1)

Projects

All projects (1)

Services

All services (2)

SKUs

All SKUs (2)

Locations

Filter by location data like region and zone.

Labels [?]

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

STEP 5:

DOWNLOAD THE REPORT AS A CSV FILE

1. Once the report is generated and visible, click on the "Download CSV" button located near the top of the page.
2. If the "Download CSV" option isn't directly visible, you may find it by clicking on a three-dot (ellipses) menu near the report options.
3. The CSV file will start downloading automatically to your default downloads folder.

Visual Discription Below



STEP 5: VISUAL

Google Cloud Billing Reports

Free trial credits: \$300.00 remaining out of \$300.00

November 1 – 15, 2024 (total cost): \$0.00 (includes \$0.00 in credits \$0.00 over October 17 – 31, 2024)

November 2024 (forecasted total cost): Not enough historical data to project cost

Download CSV (highlighted with a red box and arrow)

Service	Cost	Discounts	Promotions and others	Subtotal	% Change
No results to display					
				Subtotal	\$0.00
				Tax	—
				Total	\$0.00

STEP 6:

CHECK AND OPEN THE DOWNLOADED FILE

1. Locate the downloaded CSV file in your computer's downloads folder.
2. Open the file using a spreadsheet application like Microsoft Excel, Google Sheets, or any other tool that supports CSV format for further analysis.