Tag Management Service

Best Practices

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HUAWEI CLOUD COMPUTING TECHNOLOGIES CO., LTD.

Contents

1 Principles for Naming Tags

Principles

After a company moves to the cloud, as cloud resources keep growing, they usually need to manage hundreds of thousands or millions of resources within one account. It is both difficult and inefficient to manually classify these resources. To meet this challenge head on, a cloud service that can enable automatic cloud management is required.

TMS enables you to classify and group resources with tags. You can tag resources by their attributes, such as by department, region, or project.

Use Standardized Tag Names

Classifying resources by using standardized tag names can facilitate automatic and efficient cloud management.

A standardized tag name should meet the following requirements:

- Use a consistent case, such as lower case or upper case, for all tag keys and values.
- If Chinese characters are used in a tag name, you are advised to limit the characters to six to avoid exceeding the upper limit.

Use Consistent and Concise Tag Names

You are advised to use consistent expression for the same attribute. For example, if "purpose" was used to indicate resource utility, you should avoid using other words, such as "use" or "object", to indicate resource utility.

Keep the tag keys and values clear and concise. Do not use a tag name to indicate more than one meaning.

Plan and predefine tags in advance

You can plan and predefine tags, especially tag keys, in parallel with resource planning. Then you can use the predefined tags to classify your resources.

Avoid containing privacy information

A tag name should avoid containing enterprise privacy information, such as names of confidential enterprise projects, project revenue information, phone numbers, or email addresses.

Examples

The following table lists some tag naming examples. You are advised to use lowercase letters for all tag keys and values.

Category	Key	Value
Organizational structure	headquarters subcompany department team group	Corresponding names
Service architecture	product module service microservice	Corresponding names
Roles	role user	network administrator audit administrator operational administrator development personnel test personnel
Purpose	purpose	Corresponding utility
Project and environment	project task environment	Project-related values
Cost attribution	costcenter businessunit	Department-related costs
Order	order	Order ID

2 Quickly Categorizing and Querying Resources Using Tags

2.1 Scenario

This document is written based on TMS practices. An example is given to show you how to efficiently classify and query a large number of cloud resources.

A company has purchased a batch of public cloud resources, including Elastic Cloud Servers (ECSs) and Elastic Volume Service (EVS) disks. They want to:

- Categorize resources by department and type.
- Quickly locate the frequently used ECSs. The ECSs are of the general-computing type and are deployed in the CN-Hong Kong region. They belong to the O&M department.
- Quickly and accurately tag a batch of ECSs after they are migrated to the cloud.

Although each service console supports resource tagging, you may need to switch service consoles and regions to tag different resources, which is inefficient and cannot meet the company's requirements.

TMS allows you to centrally and efficiently search for resources across services and regions with tags. You can also batch manage tags in a visualized manner.

## 2.2 Adding Tags to ECSs by Department and Type

On the TMS console, you can customize tags to classify resources. Take the 15 ECSs in the CN-Hong Kong region as an example. The tags used in this example are listed in Table 1.

Table 2-1 ECS example tags

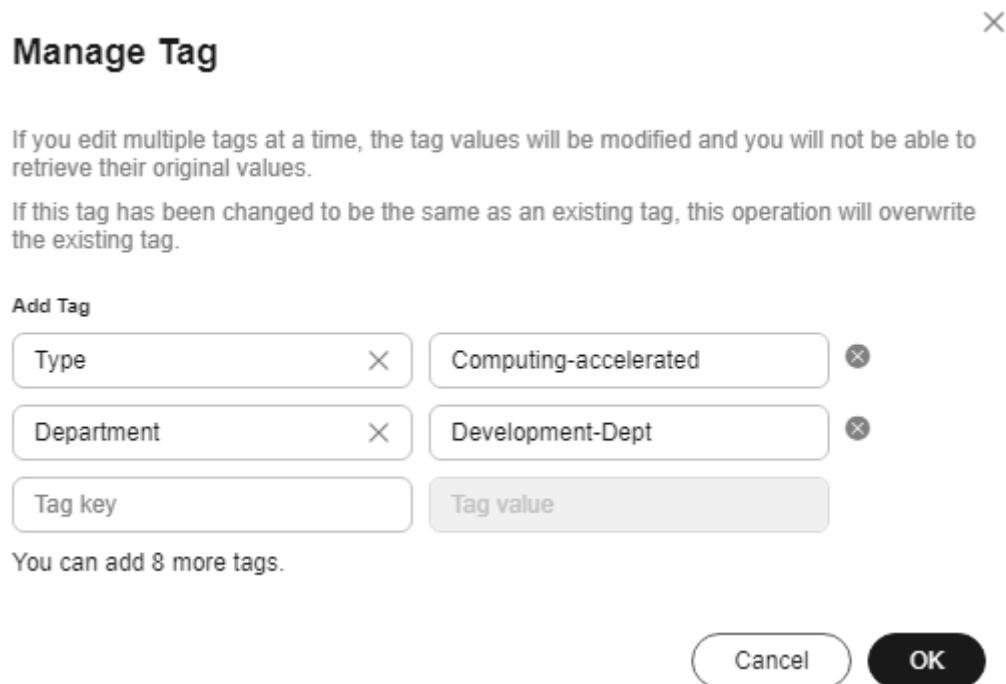| ECS Quantity	Tag (Key/Value)	
1 to 5	Type/Computing-accelerated	Department/ Development-Dept
6 to 10	Type/Memory-intensive	Department/ Operation_and_maintena nce-Dept
11 to 15	Type/General-computing	Department/Test-Dept

1. Sign in to the management console.

2. In the upper left corner of the page, click ☰. Under Management & Governance, select **Tag Management Service**.

3. Select the **Tag Management** tab.

4. Specify the resource search criteria.
   – Region: **CN-Hong Kong**
   – Set **Resource Type** to **ECS-ECS**.

5. Click **Search**.

   15 ECSs in the **CN-Hong Kong** region are displayed in the **Search Result** area.

   Figure 2-1 Search Resource
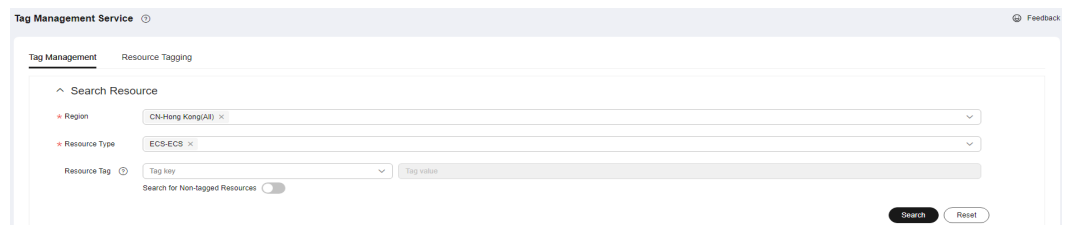
6. Select five computing-accelerated ECSs.

7. Click **Manage Tag** in the upper left corner of the tag list.

8. In the **Add Tag** area, enter tag keys and tag values.

   Set the tag key and value pair based on **Table 2-1**. For example, you can set the tag key and value pair to Type/Computing-accelerated or Department/ Development-Dept.

9. Click **OK**.

   The tags are added. Tag other 10 ECSs in the same way.

Figure 2-2 Manage Tag

You can repeat the preceding steps to add other tags to your resources. **Table 2-2** lists example tags for EVS disks.

Table 2-2 EVS example tags

EVS Disk Quantity	Tag (Key/Value)	
1 to 5	Type/Ultra-high I/O EVS Disks	Department/ Development-Dept
6 to 10	Type/High I/O EVS Disks	Department/Test-Dept
11 to 15	Type/Common I/O EVS Disks	Department/ Operation_and_mainten ance-Dept

# 2.3 Quickly Querying Resources Using Tags

The following procedure shows how to efficiently locate ECSs using TMS. The ECSs are of the general-computing type and are deployed in the CN-Hong Kong region. They belong to the test department.

1. Sign in to the management console.

2. In the upper left corner of the page, click ≡. Under Management & Governance, select **Tag Management Service**.

3. Select the **Tag Management** tab.

4. Specify the resource search criteria.

- Region: **CN-Hong Kong**
- Set **Resource Type** to **ECS-ECS**.
- Set **Tag** to **Type/General-computing** and **Department/Test-Dept**.

Figure 2-3 Searching for resources
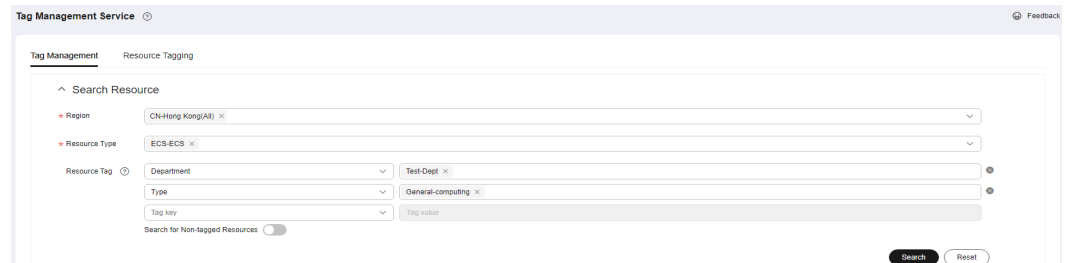
5. Click **Search**.

   General-computing ECSs under department **Test-Dept** in the **CN-Hong Kong** region are displayed in the **Search Result** area.

   After a resource is queried, it is displayed in the search result. You can click the resource name to view its details or perform other operations.

2.4 Quickly Marking Cloud Resources Using Predefined Tags

You can batch create or import tags and add these tags to your resources. This helps improve the efficiency and reduce errors for resource tagging especially when you need to migrate and create a large number of resources.

The following shows two methods to batch tag ECS.

Figure 2-4 Creating or importing predefined tags

- Create predefined tags.

  a. Sign in to the management console.

  b. In the upper left corner of the page, click ☰. Under Management & Governance, select **Tag Management Service**.

  c. Select **Predefined Tags**.

  d. Click **Create Tag**.

  e. In the dialog box displayed, configure **Key** and **Value**. You can add tags based on **Table 2-1**.

  f. Click **OK**.

- Import predefined tags.

      a.   Sign in to the management console.

      b.   In the upper left corner of the page, click ☰. Under Management & Governance, select **Tag Management Service**.

      c.   Choose **Predefined Tags**.

      d.   Click **Import** and select the target tag file.

      e.   Click **OK**.

          The predefined tags are imported.

📖 **NOTE**

    This function only supports CSV files using UTF-8 encoding. The tag style in the file must be the same as that in the TMS import template.

You can add predefined tags to resources (ECS as an example) in either of the following ways:

- On the TMS console, search for ECSs, select target ECSs, and add tags to them.

- On ECS console, select an ECS, go to the ECS details page, and add tags to it.

When tagging the newly migrated ECSs on the TMS or ECS console, you can directly select predefined tags from the drop-down list. This avoids the errors and low efficiency caused by manual input. After a resource is associated with a predefined tag, the resource can be quickly queried by tag. For details, see section **Quickly Querying Resources Using Tags**.

# 2.5 Adding Tags for Resources in an Enterprise Project

On the EPS console, you can add tags for resources in an enterprise project.

Step 1 Sign in to the management console.

Step 2 In the upper left corner of the page, click ☰. Under Management & Governance, select **Enterprise Project Management Service** to go to the EPS console.

Step 3 On the **Enterprise Project Management Service** page, click **View Resource** in the **Operation** column of an enterprise project. The enterprise project details are displayed. You can specify the search options in the **Resources** tab to view resources as needed.

Figure 2-5 Viewing resources
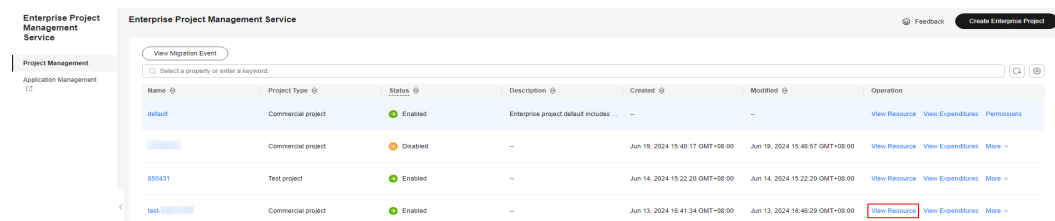
Step 4 Specify search options.

      1.   Select one or more regions.

2. Select one or more services.

Select one or more resource types.

To view all resources of an enterprise project, select **All** for both the **Region** and **Service** options.
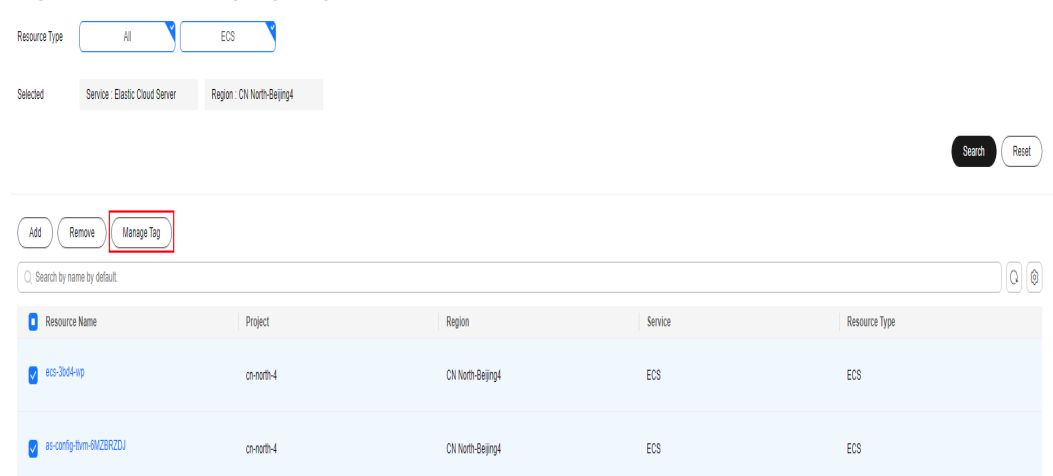
Step 5 Click **Search**.

The resources that meet the filter criteria will be displayed in a table.

Step 6 Select target resources and click **Manage Tag**.
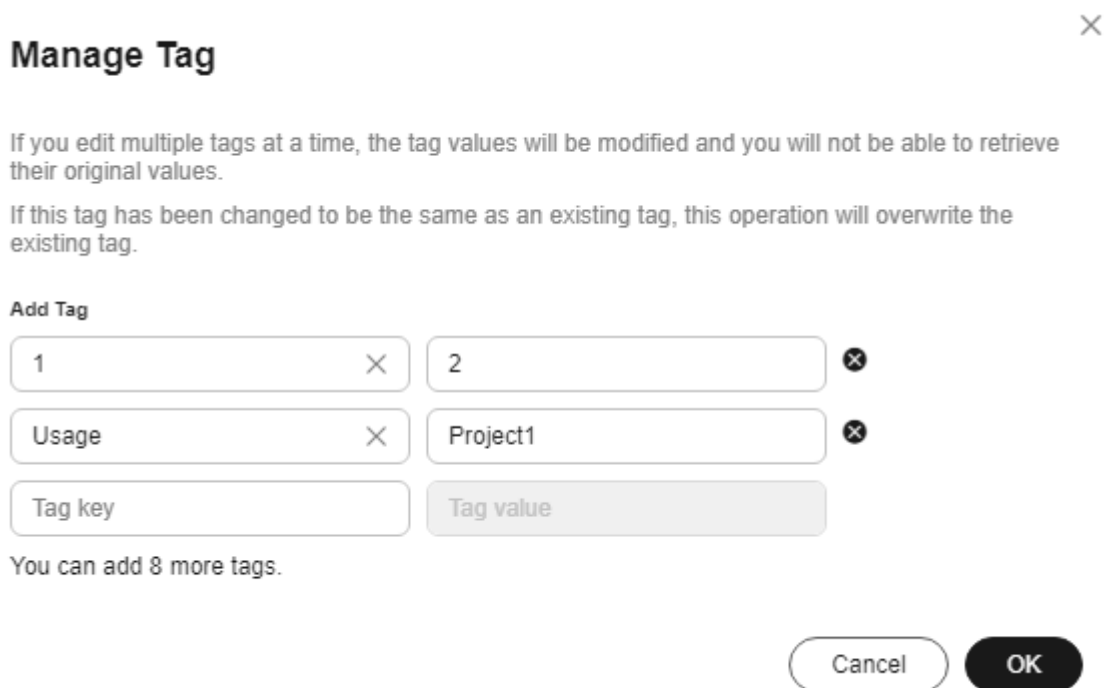
You can select one or more resources to add tags.

Figure 2-6 Managing tags

Step 7 Configure tag keys and values.

Figure 2-7 Adding tags

Step 8 Click **OK**.

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