

Tag Management Service

User Guide

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1 Resource Tags

1.1 Resource Tag Overview

By adding tags to resources under your account, you can classify resources. TMS provides you with a visualized table to manage resource tags, including editing tags in batches.

This topic describes how to use tags to query resources and how to refresh, modify, and delete resource tags.

1.2 Searching for Cloud Resources

Before adding tags, you must search for available cloud resources. Cloud resource tags will be displayed on the TMS console where you can manage them, including adding, deleting, and modifying tags.

TMS provides the following search criteria:

- **Region**
- **Resource Type**
- (Optional) **Resource Tag**
 - You can search for up to 10 tags at a time.
 - To search for specified tags, entering a key is mandatory but entering a value is optional. You can add 9 values for each key.
 - When you specify the search criteria, the cloud resources you want to search for must meet all of the key criteria and at least one of the value criteria.

Searching for Cloud Resources

1. Log in to the management console.
2. Under **Management & Deployment**, select **Tag Management Service**.
3. Set the resource search criteria.
4. Click **Search**.

The target resources are displayed in the **Search Result** area.

1.3 Creating Keys

To add a tag with the same tag key to all resources in the search result list, you can use the tag key creation function.

After being created, the tag key is displayed in the list and all default statuses in the key column are **No tagged**. You can add a tag value to a cloud resource in the list to make the tag take effect.

Creating a Key


1. Log in to the management console.
2. Under **Management & Deployment**, select **Tag Management Service**.
3. Set the resource search criteria.
4. Click **Search**.
5. In the search result list, select the target resource and click **Create Key** in the upper left corner.
6. Specify a key.
Key: Only letters, digits, underscores (_), and hyphens (-) are allowed. Enter a maximum of 36 characters.
7. Click **OK**.

The created tag key is displayed in the tag display column.

If you create a key but do not bind it to any cloud resource, it will be invalid and will not be displayed in the resource key list after you refresh the page.

Follow-up Procedure

To add a tag to a resource when a tag key has been created, perform the following steps:





1. Click **Edit** in the upper right corner of the search result list.
The tag list enters the editable state.
2. Locate the row containing the cloud resource whose tag you want to add and click  .
3. Enter a tag value.

1.4 Modifying Resource Tags

Modifying a Tag for One Cloud Resource

When modifying the tag for a single resource, you can modify only the cloud resources that contain the tag.

1. Log in to the management console.
2. Under **Management & Deployment**, select **Tag Management Service**.


3. Set the resource search criteria.
4. Click **Search**.
For the search results, you can perform two operations: edit and view.
5. In the upper right corner of the search result list, click **Edit**.
6. (Optional) Set the key display list.
If the key of the tag to be modified is not displayed in the list, perform the following steps:
 - a. Click  in the upper right of the **Search Result** area.
 - b. Select the key of the tag to be modified from the drop-down list.
You are advised not to select more than 10 keys to display.
7. Locate the row containing the cloud resource whose tag you want to modify and click .
8. Enter a new tag value.
9. Click .
- After the resource tag is modified, the cloud resources can be managed based on the new tag.
10. (Optional) Click  in the upper right of the **Search Result** area.
The cloud resource tag list is refreshed and the list refresh time is updated.

Modifying Tags for Multiple Cloud Resources

You can only batch modify the cloud resources containing the tags. For details, see the following steps.

NOTICE

Exercise caution when modifying tags in batches. After a tag value is modified, the tag values of corresponding cloud resources will be modified and cannot be recovered.

1. Log in to the management console.
2. Under **Management & Deployment**, select **Tag Management Service**.
3. Set the resource search criteria.
4. Click **Search**.
5. Select the cloud resources whose tags are to be modified and click **Manage Tag** above the list.
6. In the **Edit Tag** area, specify new values for tags.
7. Click **OK**.
After the resource tag is modified, the cloud resources can be managed based on the new tag.
8. (Optional) Click  in the upper right of the **Search Result** area.

The cloud resource tag list is refreshed and the list refresh time is updated.

1.5 Deleting Resource Tags

Deleting a Tag for One Cloud Resource


To delete a predefined tag for one cloud resource, perform the following steps:

1. Log in to the management console.
2. Under **Management & Deployment**, select **Tag Management Service**.
3. Set the resource search criteria.


For the search results, you can perform two operations: edit and view.

4. In the upper right corner of the search result list, click **Edit**.
5. (Optional) Set the key display list.

If the key of the tag to be deleted is not displayed in the list, perform the following steps:

- a. Click  in the upper right of the **Search Result** area.
- b. Select the key of the tag to be deleted from the drop-down list.

You are advised not to select more than 10 keys to display.

6. Locate the row containing the resource whose tag you want to delete and click .

After the resource tag is deleted, the resource cannot be managed based on the deleted tag.

7. (Optional) Click  in the upper right of the **Search Result** area.

The cloud resource tag list is refreshed and the list refresh time is updated.

Deleting Tags for Multiple Cloud Resources


To delete predefined tags for multiple cloud resources, perform the following steps:

NOTICE

Exercise caution when deleting tags in batches.

After you delete a tag, it will be removed from all corresponding cloud resources and you will not be able to recover it.

1. Log in to the management console.
2. Under **Management & Deployment**, select **Tag Management Service**.
3. Set the resource search criteria.
4. Click **Search**.
5. Select the cloud resources whose tags you want to delete.

6. Click **Manage Tag** in the upper left corner of the tag list.
7. In the **Edit Tag** area of the displayed **Manage Tag** dialog box, click **Delete** in the **Operation** column to delete the tags.
8. Click **OK**.
After the resource tag is deleted, the resources cannot be managed based on the deleted tag.
9. (Optional) Click  in the upper right of the **Search Result** area.
The cloud resource tag list is refreshed and the list refresh time is updated.

2 Predefined Tags

2.1 Predefined Tag Overview

By using the predefined tag function, you can plan and create tags in advance from the service perspective, or import or export tags in batches. When using cloud service resources, you can quickly associate predefined tags with cloud resources.

This topic describes how to search for, delete, import, or export predefined tags.

2.2 Creating Predefined Tags

You can use predefined tags to quickly identify cloud resources. To create a predefined tag, perform the following steps:

1. Log in to the management console.
2. Under **Management & Deployment**, select **Tag Management Service**.
3. Choose **Predefined Tags**.
4. Click **Create Tag**.
The **Create Tag** dialog box is displayed.
5. Set **Key** and **Value**.
6. Click **OK**.

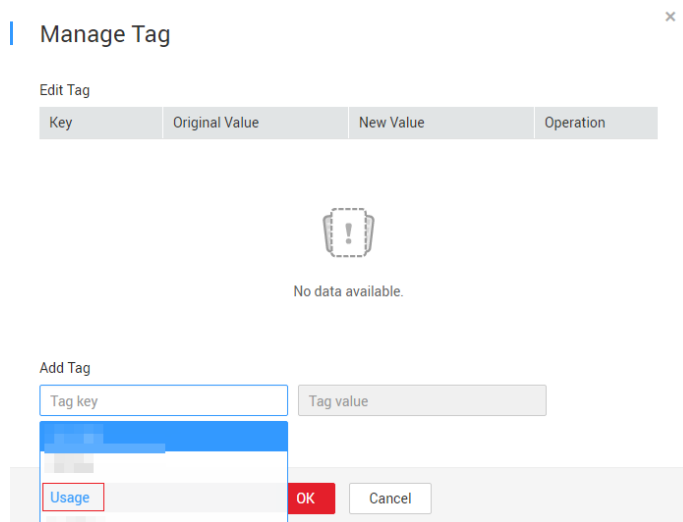
The predefined tag is created and displayed on the top of the predefined tag list.

Follow-up Procedure

When adding a tag to a cloud resource, you can directly select the created predefined tag from the drop-down list box in the tag text box. You do not need to enter the key and value of the tag.

For example, if a predefined tag whose key is **Usage** and value is **Project1** has been created, you can select it from the drop-down list when you create tags for a cloud resource.


Figure 2-1 Example



2.3 Searching for Predefined Tags

1. Log in to the management console.
2. Under **Management & Deployment**, select **Tag Management Service**.
3. Choose **Predefined Tags**.
4. In the filter boxes, enter a value or key to search for tags.
5. Click **Search**.

The search result is displayed in the predefined tag list.

Click  if you want to refresh the predefined tag list.

2.4 Deleting Predefined Tags

1. Log in to the management console.
2. Under **Management & Governance**, select **Tag Management Service**.
3. Choose **Predefined Tags**.
4. Select the predefined tags you want to delete.
5. Click **Delete** in the upper left of the tag list.
6. In the displayed **Delete Tag** dialog box, click **OK**.

The tags have been deleted.

NOTE

To delete a predefined tag, you can click **Delete** in the row where the predefined tag is located.

2.5 Importing or Exporting Predefined Tags

Importing Predefined Tags

If you have inventory tags, you can quickly import them to the TMS predefined tags to facilitate subsequent resource association.

The predefined tag import function allows you to import the **.csv** file exported from a third party to TMS. The encoding format of the **.csv** file must be UTF-8.

If duplicate content exists between the current environment and the imported file, the content of the current environment will be overwritten after the import.

When editing tags to be imported, pay attention to the following restrictions:

- Each user can create up to 500 predefined tags.
- **Key:** Only letters, digits, underscores (_), and hyphens (-) are allowed. Enter a maximum of 36 characters.
- **Value:** Only letters, digits, underscores (_), periods (.), and hyphens (-) are allowed. Enter a maximum of 43 characters.

NOTICE

Predefined tag importation does not support **.csv** files that have been modified in Excel. Attempting to import such files will produce garbled characters and result in an importation failure. To edit a **.csv** file, open it with notepad.

To import predefined tags, perform the following steps:

1. Log in to the management console.
2. Under **Management & Governance**, select **Tag Management Service**.
3. Choose **Predefined Tags**.
4. Click **Download template (CSV file)**.
5. Fill in the template by referring to the format of existing tags.
6. Click **Import** and select the target file.
7. Click **OK**.

The predefined tags are imported successfully and displayed in the predefined tag list.

Exporting Predefined Tags

Tag files or templates downloaded with Internet Explorer 9 cannot be imported to TMS via other browsers. Those downloaded with other browsers cannot be imported to TMS via Internet Explorer 9.

To export predefined tags for editing, perform the following steps:

1. Log in to the management console.

2. Under **Management & Governance**, select **Tag Management Service**.
3. Choose **Predefined Tags**.
4. Select the predefined tags you want to export.
5. Click **Export**.
A **.csv** file is generated.

3 Permissions Management

3.1 Creating a User and Granting Permissions

This section describes how to use [IAM](#) to implement fine-grained permissions control for your DMS resources. With IAM, you can:

- Create IAM users for employees based on the organizational structure of your enterprise. Each IAM user has their own security credentials, providing access to TMS resources.
- Grant only the permissions required for users to perform a task.
- Entrust a Huawei Cloud account or cloud service to perform professional and efficient O&M on your TMS resources.

If your Huawei Cloud account does not need individual IAM users, then you may skip over this topic.

This section describes the procedure for granting permissions (see [Figure 3-1](#)).

NOTE

If users do not have the TMS Administrator permission, the following situations occur:

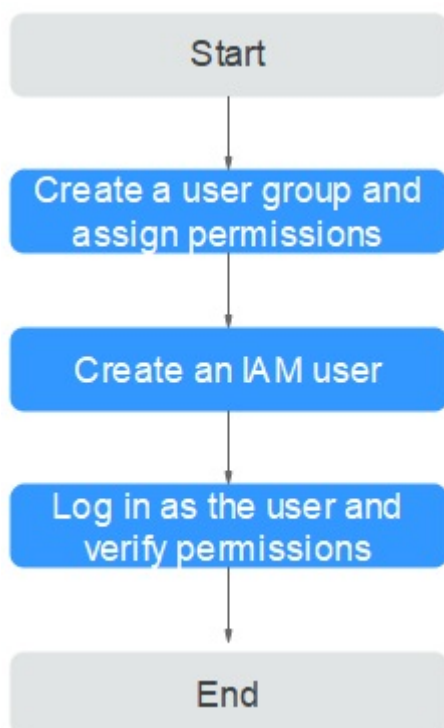
- Users cannot access the TMS console.
- On consoles of other cloud services, users cannot view or use predefined tags created on the TMS console.

Prerequisites

Before granting permissions to a user group, learn about the TMS permissions that can be added to the user group and select the permissions as required. For details about the system permissions supported by TMS, see [TMS Permissions](#). For the permissions of other services, see [System Permissions](#).

Process Flow

Figure 3-1 Process for granting TMS permissions



1. **Create a user group and assign permissions.**
Create a user group on the IAM console, and attach the **TMS Administrator** policy to the group.
2. **Create a user and add it to a user group.**
Create a user on the IAM console and add the user to the group created in **1**.
3. **Log in** and verify permissions.
Log in to the TMS console as the created user, and verify that it only has the **TMS Administrator** permissions.

4 Interconnecting with CTS

4.1 Key TMS Operations

Table 4-1 list the TMS operations that will be recorded by CTS.

Table 4-1 TMS operations that can be recorded by CTS

| Operation | Resource Type | Trace Name |
|---------------------------|---------------|--------------------|
| Creating Predefined Tags | predefineTag | addPredefineTag |
| Deleting Predefined Tags | predefineTag | deletePredefineTag |
| Modifying Predefined Tags | predefineTag | modifyPredefineTag |
| Creating Resource Tags | application | createResourceTag |
| Deleting Resource Tags | application | deleteResourceTag |

4.2 Viewing CTS Traces

Scenarios

After CTS is enabled, it starts recording operations on cloud resources. The CTS management console stores the last seven days of operation records.

This topic describes how to query or export the last seven days of operation records on the CTS console.

Procedure

1. Log in to the management console.



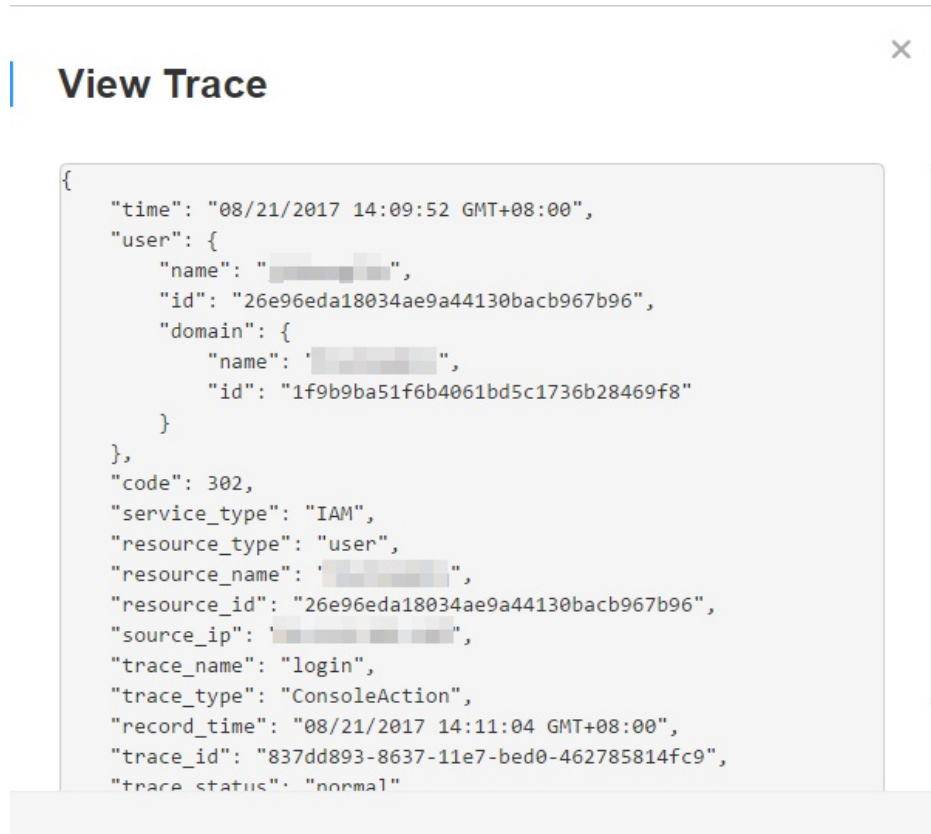
2. Click  in the upper left corner and select a region and project.
3. Click **Service List** and choose **Management & Deployment > Cloud Trace Service**.
4. In the left navigation pane, choose **Trace List**.
5. Specify filters as needed. The following filters are available:
 - **Trace Source, Resource Type, and Search By**
Select the desired content from the drop-down lists one by one.
When you select **Trace name** for **Search By**, select a trace name.
When you select **Resource ID** for **Search By**, enter a resource ID.
When you select **Resource name** for **Search By**, select or enter a resource name.
 - **Operator**: Select a specific operator at the user level rather than the tenant level.
 - **Trace Status**: Select **All trace statuses, Normal, Warning, or Incident**.
 - Time range: You can query traces generated at any time range in the last seven days.
6. Click  on the left of the required trace to expand its details.

Figure 4-1 Trace details

| Trace Name | Resource Type | Trace Source | Resource ID | Resource Name | Trace Status | Operator | Recorded | Operation |
|--|---------------|------------------------|-----------------------------|---------------|--------------|--|-------------------------------|----------------------------|
| login | user | IAM | 25e96eda18034ae9a44130ba... | | normal | | 06/29/2017 10:22:32 GMT+08... | View Trace |
| Trace ID: ce90cce3-5c71-11e7-910d-57ac1cd228ee | | Source IP Address: ... | | Message: -- | | Generated: 06/29/2017 10:20:52 GMT+08:00 | | |

7. Click **View Trace** in the **Operation** column. On the displayed **View Trace** dialog box, the trace structure details are displayed.

Figure 4-2 View Trace



5 Quotas

What Is Quota?

Quotas can limit the number or amount of resources available to users, such as the maximum number of ECSs or EVS disks that can be created.

If the existing resource quota cannot meet your service requirements, you can apply for a higher quota.

How Do I View My Quotas?


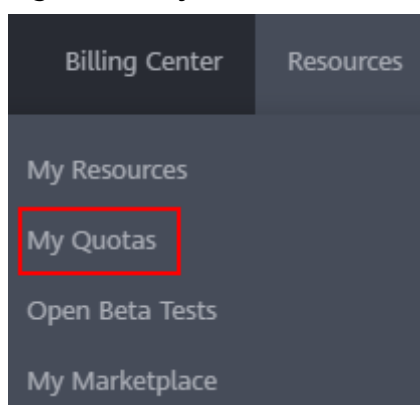
1. Log in to the management console.
2. Click  in the upper left corner and select the desired region and project.
3. In the upper right corner of the page, choose **Resources > My Quotas**.
The **Service Quota** page is displayed.

Figure 5-1 My Quotas



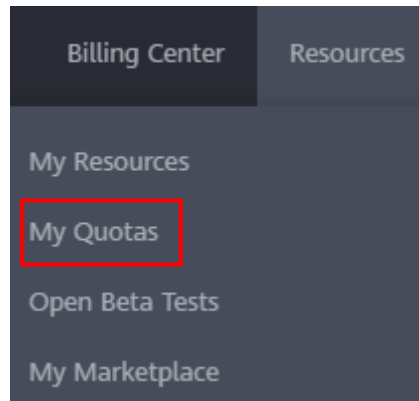
4. View the used and total quota of each type of resources on the displayed page.
If a quota cannot meet service requirements, apply for a higher quota.

How Do I Apply for a Higher Quota?

1. Log in to the management console.

2. In the upper right corner of the page, choose **Resources > My Quotas**.
The **Service Quota** page is displayed.

Figure 5-2 My Quotas



3. Click **Increase Quota**.
4. On the **Create Service Ticket** page, configure parameters as required.
In **Problem Description** area, fill in the content and reason for adjustment.
5. After all necessary parameters are configured, select **I have read and agree to the Tenant Authorization Letter and Privacy Statement** and click **Submit**.

A Change History

| Released On | Description |
|-------------|--|
| 2022-11-30 | This issue is the second official release. <ul style="list-style-type: none">• Optimized Importing and Exporting Predefined Tags. |
| 2019-02-15 | This issue is the first official release. |