Tag Management Service

User Guide

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Contents

1
1
1
2
3
5
6
7
9
9
9
10
10
11
13
13
14
17
17
18
22

1 Resource Tags

1.1 Overview

TMS allows you to easily classify and search for your resources with tags. You can manage multiple tags in a list view.

For example, you can specify a region to view all resource tags and predefined tags or you can add a tag to multiple resources at a time. You can add a tag to 500 resources at most each time.

This section describes how to query resources by tag, create tag keys, add a tag to multiple cloud resources, and update, modify, or delete resource tags.

Constraints and Limitations

- Up to 10 tags can be specified to query for resources at a time.
- To search for specified tags, entering a key is mandatory but entering a value is optional.
- Each resource supports up to 10 key-value pairs.
- For each resource, each tag key must be unique, and each tag key can have only one tag value.
- A tag key can contain a maximum of 36 characters, including digits, letters, underscores (_), and hyphens (-).
- A tag value can contain a maximum of 43 characters, including digits, letters, underscores (_), periods (.), and hyphens (-).
- Up to 500 resources can be tagged at a time.

1.2 Searching for 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 options:

- 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.
 - 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.
- **(Optional)** Search for only resources that are not tagged.
 - You can search for resources that are not tagged.

Searching for Cloud Resources

- 1. Log in to the management console.
- 2. In the upper left corner of the page, click —, and then click Management & Governance > Tag Management Service.
- 3. Select the **Tag Management** tab.
- 4. Set the resource search criteria.
- 5. Click **Search**.

The target resources are displayed in the Search Result list.

6. **(Optional)** In the search box above the search result list, enter a resource name to search for a resource. Fuzzy search is supported and the resource name is case-insensitive.

When there are too many resources listed or you need to locate some resources, you can use this function for quick search.

7. **(Optional)** Click Reset.

You can reset the search criteria to search for cloud resources.

8. **(Optional)** In the upper right part of the **Search Result** area, click The resource list is refreshed and the list refresh time is updated.

1.3 Creating a Key

To add tags with the same tag key to all resources, 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 **Not tagged**. You can add a tag value to a cloud resource in the list to make the tag take effect.

Creating a Key

- 1. Sign in to the management console.
- 2. In the upper left corner of the page, click =, and then click Management & Governance > Tag Management Service.

- 3. Select the **Tag Management** tab.
- 4. Set the resource search options.

For details, see **Searching for Cloud Resources**.

- 5. Click **Search**.
- 6. Click **Create Key** in the upper left corner of the list displayed.
- 7. Specify a key.

A tag key can contain a maximum of 36 characters, including digits, letters, underscores (_), hyphens (-), and at signs (@).

8. 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. In the Search Result list, click Edit.

The tag list enters the editable state.

- 2. Click + in the row that contains the target resource.
- 3. Enter a tag value.
- 4. Click V

After the resource tag is modified, the cloud resources can be managed based on the new tag.

1.4 Adding a Resource Tag

On the TMS console, you can add one or more tags to one or more cloud resources. For details, see the following procedure. You can add up to 10 key-value pairs to each cloud resource.

Adding a Tag to One Resource

- 1. Sign in to the management console.
- 2. In the upper left corner of the page, click —, and then click Management & Governance > Tag Management Service.
- 3. Select the **Tag Management** tab.
- 4. Set the resource search options.

For details, see **Searching for Cloud Resources**.

- 5. Click Search.
- 6. Click **Edit** in the upper part of the **Search Result** area so that you can edit tag values in the list.
- 7. (Optional) Set tag key display

If tag keys to be modified are not displayed in the list, perform the following steps:

- a. In the right corner of the search result area, click 🧔 .
- b. Select target tag keys from the drop-down list.You are advised to display no more than 10 keys.

■ NOTE

For details about how to create a tag key, see Creating a Key.

- 8. Locate the target resource, and click in the tag key column.

 In the tag key column, resources that have not been tagged, **Not tagged** is displayed and the icon is also displayed.
- 9. Enter a tag value as needed or leave it blank.
- 10. Click .

Then you can use added tags to manage resources.

To add more tags to the cloud resource, repeat the preceding steps. You can also select a target resource in the list, click **Manage Tag** above the list to add one or more tags as needed. For details, see **Adding a Tag to Multiple Resources**.

Adding a Tag to Multiple Resources

To add one or more tags to multiple cloud resources, perform the following steps:

- 1. Sign in to the management console.
- 2. In the upper left corner of the page, click —, and then click Management & Governance > Tag Management Service.
- Select the Tag Management tab.
- Set the resource search options.
 For details, see Searching for Cloud Resources.
- 5. Click Search.
- 6. Select target resources and click **Manage Tag** above the list.
- 7. In the **Add Tag** area, add keys and values to create tags.

You can also directly select existing tags from the drop-down list.

To add different tags to multiple cloud resources, see Adding a Tag to One Resource.

8. Click OK.

Then you can use added tags to manage resources.

1.5 Modifying Resource Tags

Modifying a Tag for a Cloud Resource

In this section, modifying a tag is through modifying the value of a tag key, and the corresponding tag key remains unchanged.

- Log in to the management console.
- 2. In the upper left corner of the page, click —, and then click Management & Governance > Tag Management Service.
- 3. Select the **Tag Management** tab.
- Set the resource search criteria.
 For details, see Searching for Cloud Resources.
- 5. Click Search.
- 6. Click **Edit** in the upper part of the **Search Result** area so that you can edit tag values in the list.
- 7. (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. In the right corner of the search result area, click @ .
- Select the key of the tag to be modified from the drop-down list.You are advised to display no more than 10 keys.
- 8. Click $\stackrel{?}{\sim}$ in the row that contains the target resource.
- 9. Enter a new tag value.
- 10. Click .

After the resource tag is modified, the cloud resources can be managed based on the new tag.

To modify multiple tags of a resource, repeat the preceding steps. You can also select the target resource in the list and click **Manage Tag** above the list to modify one or more tags. For details, see **Modifying Tags for Multiple Cloud Resources**.

Modifying Tags for Multiple Cloud Resources

You can only modify tags of resources that have already been tagged.

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. In the upper left corner of the page, click —, and then click Management & Governance > Tag Management Service.
- 3. Select the **Tag Management** tab.
- 4. Set the resource search criteria.

For details, see **Searching for Cloud Resources**.

- 5. Click **Search**.
- Select one or more target resources in the list and click Manage Tag above the list.
- 7. In the **Edit Tag** area, specify new values for tags.

All tags of the target resources are displayed in the **Edit Tag** area. You can modify one or more tags as needed.

□ NOTE

To set different values of a tag for multiple cloud resources, see **Modifying a Tag for a Cloud Resource**.

8. Click OK.

Then you can use the modified tags to manage resources.

1.6 Deleting Resource Tags

Deleting a Tag for a Cloud Resource

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

- 1. Log in to the management console.
- 2. In the upper left corner of the page, click —, and then click Management & Governance > Tag Management Service.
- 3. Select the **Tag Management** tab.
- 4. Set the resource search criteria.

For details, see **Searching for Cloud Resources**.

- 5. Click **Edit** in the upper part of the **Search Result** area so that you can edit tag values in the list.
- 6. (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. In the right corner of the search result area, click .
- 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.
- 7. Click in the row that contains the resource to be deleted.

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

To delete multiple tags of a resource, repeat the preceding steps. You can also select the target resource in the list and click **Manage Tag** above the list to delete one or more tags. For details, see **Deleting Tags for Multiple Cloud Resources**.

Deleting Tags for Multiple Cloud Resources

To delete 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. In the upper left corner of the page, click —, and then click Management & Governance > Tag Management Service.
- 3. Select the **Tag Management** tab.
- Set the resource search criteria.
 For details, see Searching for Cloud Resources.
- 5. Click Search.
- 6. Select one or more target resources.
- 7. Click **Manage Tag** above the list.
- 8. In the **Edit Tag** area, locate a target tag and click **Delete** in the **Operation** column.

All tags of the target resources are displayed in the **Edit Tag** area. You can delete one or more tags as needed.

9. Click OK.

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

1.7 Adding a Tag to Multiple Resources

On the TMS console, you can search for all tags in a specified region. You can add a tag to up to 500 resources at a time.

Searching for Tags

- 1. Sign in to the management console.
- 2. In the upper left corner of the page, click —, and then click Management & Governance > Tag Management Service.
- Select the Resource Tagging tab.
- 4. Select one or more regions.

Search results are displayed in the **Search Result** list.

5. In the search box above the tag list, select specific keys or values or both to narrow down the result.

Attaching Resources to Tags

You can use the searched tags to tag resources.

- 1. In the **Search Result** area, locate a target tag and click **Tag Resource** in the **Operation** column.
- 2. Select a region.
- 3. Select a resource type.
- 4. Specify **Tagged by**.
 - ID: Enter one or more resource IDs. Up to 500 resource IDs can be entered.
 - **List**: Select one or more resources in the resource list. Up to 100 resources can be selected at the same time.

If you need to tag more resources, you can repeat the resource tagging operation for multiple times.

5. Click OK.

2 Predefined Tags

2.1 Overview

TMS allows you to create tags in advance for service management. You can import or export tags in batches. You can attach predefined tags to resources as needed.

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

Constraints and Limitations

- Predefined tags must be different from each other either in tag keys or in tag values.
- Up to 500 predefined tags can be created for each account.
- A tag key can contain a maximum of 36 characters, including digits, letters, underscores (_), and hyphens (-).
- A tag value can contain a maximum of 43 characters, including digits, letters, underscores (_), periods (.), and hyphens (-).
- A null value cannot be included in a predefined tag.

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. In the upper left corner of the page, click —. Select Management & Governance > Tag Management Service.
- 3. Click Predefined Tags.
- In the upper right corner of the displayed page, click Create Tag.
 The Create Tag dialog box is displayed.
- 5. Configure **Key** and **Value**.

Click OK.

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

Follow-up Procedure

When tagging resources, you can select a predefined tag from the drop-down list of the tag text box without the need to enter a key and value pair.

For example, if there is a predefined tag whose key is **Usage** and value is **Project1**, you can directly select the key and value pair form the drop-down list of the tag text boxes as shown in **Figure 2-1**.

Figure 2-1 Example



2.3 Searching for Predefined Tags

- 1. Log in to the management console.
- 2. In the upper left corner of the page, click —. Select Management & Governance > Tag Management Service.
- 3. Click **Predefined Tags**.
- 4. In the text box, enter a tag value or a tag key to search for tags. The search result is displayed in the list.

2.4 Deleting Predefined Tags

- 1. Log in to the management console.
- 2. In the upper left corner of the page, click . Select Management & Governance > Tag Management Service.
- 3. Click Predefined Tags.
- 4. Select the tags you need to delete.
- 5. Click **Delete** above the predefined tag list.
- In the displayed **Delete Tag** dialog box, click **OK**.The predefined tags have been deleted.

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You can also click **Delete** in the **Operation** column to delete a specific tag.

2.5 Importing or Exporting Predefined Tags

Constraints and Limitations

You can import a .csv file from a third party to TMS. The encoding format of the .csv file must be UTF-8.

Tag files or templates downloaded with Internet Explorer 9 cannot be imported to TMS via other browsers, and vice versa those downloaded with other browsers cannot be imported to TMS via Internet Explore 9.

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

When you edit imported tags, the following rules need to be followed:

- You can create up to 500 predefined tags for each account.
- A tag key can contain a maximum of 36 characters, including digits, letters, underscores (_), and hyphens (-).
- A tag value can contain a maximum of 43 characters, including digits, letters, underscores (_), periods (.), and hyphens (-).

NOTICE

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

Importing Predefined Tags

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

To import predefined tags, perform the following steps:

- 1. Log in to the management console.
- 2. In the upper left corner of the page, click —. Select Management & Governance > Tag Management Service.
- 3. Click **Predefined Tags**.
- 4. Click **Download template (CSV file)** in the message that is displayed above the list.
- 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

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

- 1. Log in to the management console.
- 2. In the upper left corner of the page, click —. Select Management & Governance > Tag Management Service.
- 3. Click Predefined Tags.
- 4. You can export predefined tags in either of the following ways:
 - a. Click Export All.The .csv file is generated, and all predefined tags are exported.
 - b. Select the predefined tags to be exported and click Export.The .csv file is generated, and selected predefined tags are exported.

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 TMS resources. With IAM, you can:

- Create IAM users for employees based on your organizational structure. Each IAM user has their own security credentials for accessing TMS resources.
- Grant users only the permissions required to perform a given task based on their job responsibilities.
- Entrust an account or a cloud service to perform operations for your TMS resources.

If your Huawei Cloud account does not need individual IAM users, skip this section.

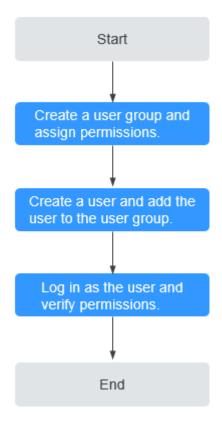
Figure 3-1 shows the process flow for granting permissions.

Prerequisites

Before granting permissions, learn about the TMS permissions and select the permissions as required. For details about the system-defined permissions supported by TMS, see **TMS Permissions**. To grant permissions for other services, learn about all **system-defined permissions**.

Flowchart

Figure 3-1 Granting TMS permissions



- 1. On the IAM console, **create a user group and assigning permissions**. Here, TMS ReadOnlyAccess permissions are used as an example.
- 2. Create an IAM user and add it to the created user group.
- 3. Log in and verify permissions.

The created user logs in to the console and verifies permissions as described below:

- Choose Service List > Tag Management Service. In the navigation pane on the left, click Predefined Tags. In the upper right corner of the displayed page, click Create Tag. If a message appears indicating that you have insufficient permissions to perform the operation, and if you can view existing predefined tags in the Predefined Tags page, the TMS ReadOnlyAccess policy is in effect.
- Choose another service from Service List. If a message appears indicating that you have insufficient permissions to access the service, the TMS ReadOnlyAccess policy is in effect.

3.2 Custom Policies

You can create custom policies to supplement predefined policies for TMS. For the actions supported by custom policies, see **TMS API Actions**.

You can create a custom policy in either of the following ways:

- Visual editor: Select cloud services, actions, resources, and request conditions. This does not require knowledge of policy syntax.
- JSON: Create a JSON policy or edit an existing one.

For details, see **Creating a Custom Policy**. The following lists examples of custom policies for TMS.

Example Custom Policies

• Example 1: Grant permission to view predefined tags

• Example 2: Grant permission to deny predefined tag deletion

A policy with only "Deny" permissions must be used together with other policies. If the permissions granted to an IAM user contain both "Allow" and "Deny", the "Deny" permissions take precedence over the "Allow" permissions.

Assume that you want to grant the permissions of the **TMS FullAccess** to a user but want to prevent them from deleting predefined tags. You can create a custom policy for denying predefined tag deletion, and attach this policy together with the **TMS FullAccess** policy to the user. As an explicit deny in any policy overrides any allows, the user can perform all operations on these tags excepting deleting them. Example policy denying predefined tag deletion:

• Example 3: Create a custom policy containing multiple actions.

A custom policy can contain the actions of one or multiple services that are of the same type (global or project-level).

Example policy containing multiple actions:

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
Adding a Tag to Multiple Resources NOTE After a tag is batch added to multiple resources on the Resource Tagging tab of TMS console, the batchCreateResource- Tags trace will be generated in CTS. For details, see Adding a Tag to Multiple Resources.	resourceTag	batchCreateResourceTags

Operation	Resource Type	Trace Name
Batch Removing Tags	resourceTag	batchDeleteResourceTags
NOTE You can perform this operation by calling an API. Currently, TMS console does not support this operation.		

4.2 Querying Real-Time Traces

Scenarios

After you enable CTS and the management tracker is created, CTS starts recording operations on cloud resources. After a data tracker is created, the system starts recording operations on data in OBS buckets. CTS stores operation records generated in the last seven days.

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

- Viewing Real-Time Traces in the Trace List of the New Edition
- Viewing Real-Time Traces in the Trace List of the Old Edition

Constraints

- Traces of a single account can be viewed on the CTS console. Multi-account traces can be viewed only on the Trace List page of each account, or in the OBS bucket or the CTS/system log stream configured for the management tracker with the organization function enabled.
- You can only query operation records of the last seven days on the CTS console. To store operation records for more than seven days, you must configure an OBS bucket to transfer records to it. Otherwise, you cannot query the operation records generated seven days ago.
- After performing operations on the cloud, you can query management traces on the CTS console 1 minute later and query data traces on the CTS console 5 minutes later.

Viewing Real-Time Traces in the Trace List of the New Edition

- 1. Log in to the management console.
- 2. Click in the upper left corner and choose **Management & Governance** > **Cloud Trace Service**. The CTS console is displayed.
- 3. Choose **Trace List** in the navigation pane on the left.
- 4. On the **Trace List** page, use advanced search to query traces. You can combine one or more filters.
 - **Trace Name**: Enter a trace name.

- Trace ID: Enter a trace ID.
- Resource Name: Enter a resource name. If the cloud resource involved in the trace does not have a resource name or the corresponding API operation does not involve the resource name parameter, leave this field empty.
- Resource ID: Enter a resource ID. Leave this field empty if the resource has no resource ID or if resource creation failed.
- **Trace Source**: Select a cloud service name from the drop-down list.
- **Resource Type**: Select a resource type from the drop-down list.
- **Operator**: Select one or more operators from the drop-down list.
- Trace Status: Select normal, warning, or incident.
 - normal: The operation succeeded.
 - warning: The operation failed.
 - **incident**: The operation caused a fault that is more serious than the operation failure, for example, causing other faults.
- **Enterprise Project ID**: Enter an enterprise project ID.
- Access Key: Enter an access key ID, including temporary access credentials and permanent access keys.
- Time range: Select **Last 1 hour**, **Last 1 day**, or **Last 1 week**, or specify a custom time range.
- 5. On the **Trace List** page, you can also export and refresh the trace list, and customize the list display settings.
 - Enter any keyword in the search box and press Enter to filter desired traces.
 - Click **Export** to export all traces in the query result as an .xlsx file. The file can contain up to 5000 records.
 - Click $^{\mathbb{C}}$ to view the latest information about traces.
 - Click to customize the information to be displayed in the trace list. If
 Auto wrapping is enabled (), excess text will move down to the next line; otherwise, the text will be truncated. By default, this function is disabled.
- 6. For details about key fields in the trace structure, see **Trace Structure** and **Example Traces**.
- 7. (Optional) On the **Trace List** page of the new edition, click **Go to Old Edition** in the upper right corner to switch to the **Trace List** page of the old edition.

Viewing Real-Time Traces in the Trace List of the Old Edition

- 1. Log in to the management console.
- Click in the upper left corner and choose Management & Governance > Cloud Trace Service. The CTS console is displayed.
- 3. Choose **Trace List** in the navigation pane on the left.

- 4. Each time you log in to the CTS console, the new edition is displayed by default. Click **Go to Old Edition** in the upper right corner to switch to the trace list of the old edition.
- 5. Set filters to search for your desired traces. The following filters are available:
 - Trace Type, Trace Source, Resource Type, and Search By: Select a filter from the drop-down list.
 - If you select Resource ID for Search By, specify a resource ID.
 - If you select **Trace name** for **Search By**, specify a trace name.
 - If you select **Resource name** for **Search By**, specify a resource name.
 - Operator: Select a user.
 - Trace Status: Select All trace statuses, Normal, Warning, or Incident.
 - Time range: You can query traces generated during any time range in the last seven days.
 - Click Export to export all traces in the query result as a CSV file. The file can contain up to 5000 records.
- 6. Click Query.
- 7. On the **Trace List** page, you can also export and refresh the trace list.
 - Click Export to export all traces in the query result as a CSV file. The file can contain up to 5000 records.
 - Click C to view the latest information about traces.
- 8. Click on the left of a trace to expand its details.



9. Click **View Trace** in the **Operation** column. The trace details are displayed.

- 10. For details about key fields in the trace structure, see **Trace Structure** and **Example Traces** in the *CTS User Guide*.
- 11. (Optional) On the **Trace List** page of the old edition, click **New Edition** in the upper right corner to switch to the **Trace List** page of the new edition.

5 Quotas

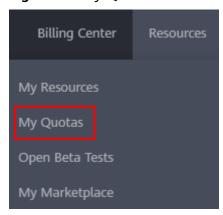
What Is Quota?

Quotas are the limits put on resources to prevent waste. Each service has their own quotas. For example, you are allowed to create up to 500 predefined tags. You can request for an increase in quota if the existing quota does not meet your service requirements.

How Do I View My Quotas?

- 1. Log in to the management console.
- 2. Click \bigcirc in the upper left corner and select the desired region and project.
- 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.

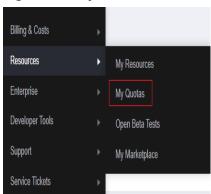
If a quota cannot meet service requirements, apply for a higher quota.

How Do I Apply for a Higher Quota?

1. Log in to the management console.

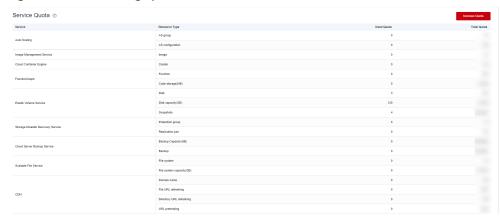
In the upper right corner of the page, choose Resources > My Quotas.
 The Service Quota page is displayed.

Figure 5-2 My Quotas



3. Click **Increase Quota** in the upper right corner of the page.

Figure 5-3 Increasing quota



- On the Create Service Ticket page, configure parameters as required.
 In the 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 Ticket Service Protocol and Privacy Statement and click Submit.