

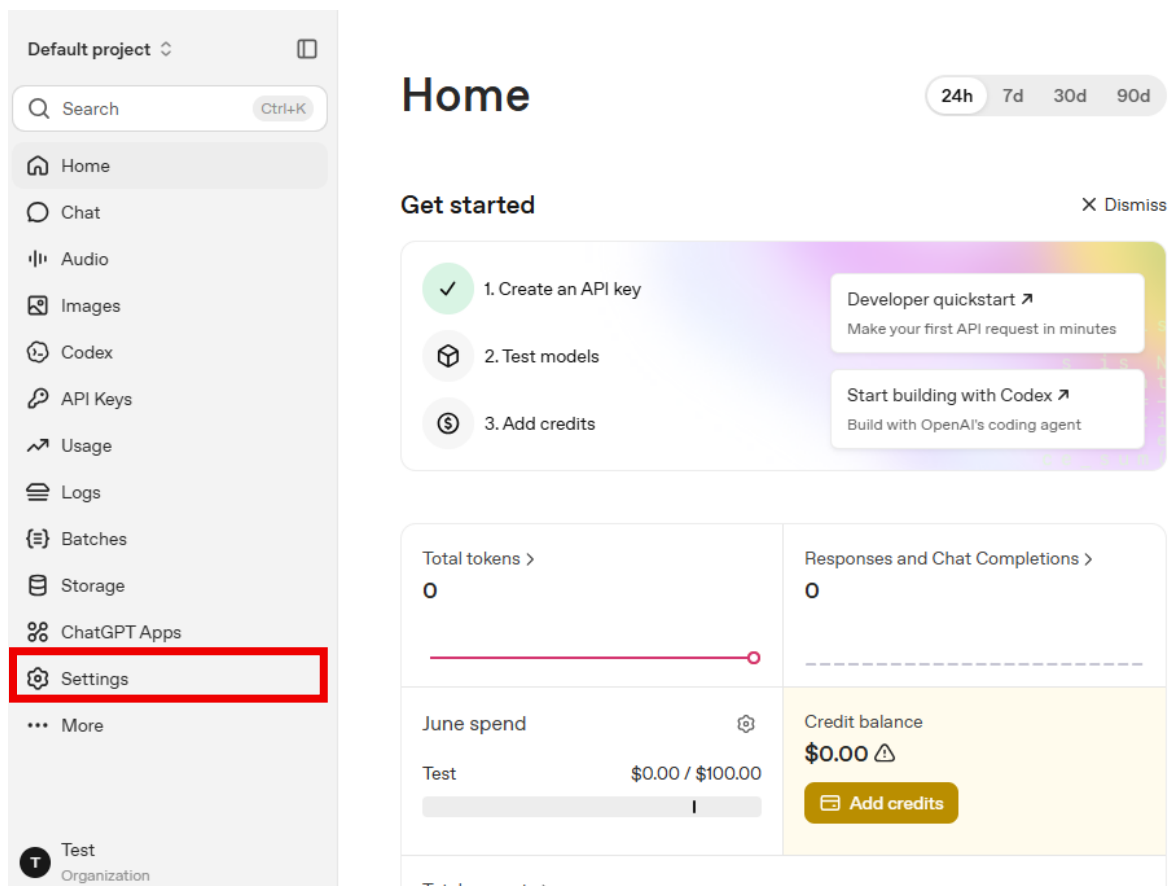
Anleitung zum Aufladen von Guthaben auf ihren OpenAI-Account

So laden sie Guthaben auf:

1. Bei OpenAI anmelden

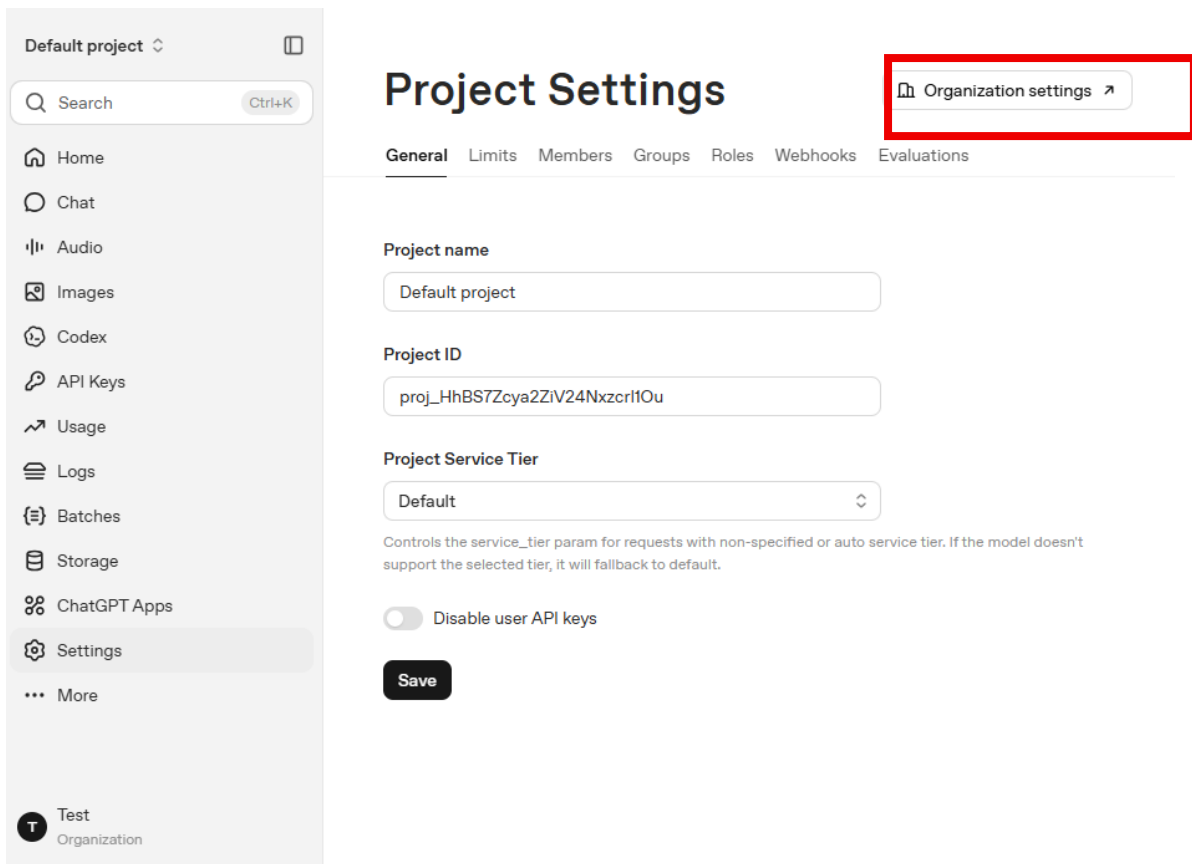
- Öffnen Sie die Website: <https://platform.openai.com>
- Melden Sie sich mit Ihrem OpenAI-Konto an. Falls Sie noch kein Konto besitzen, erstellen Sie vorher eines oder nutzen Sie den Login über einen der anderen verfügbaren Anbieter.

2. Zu Settings Wechseln:



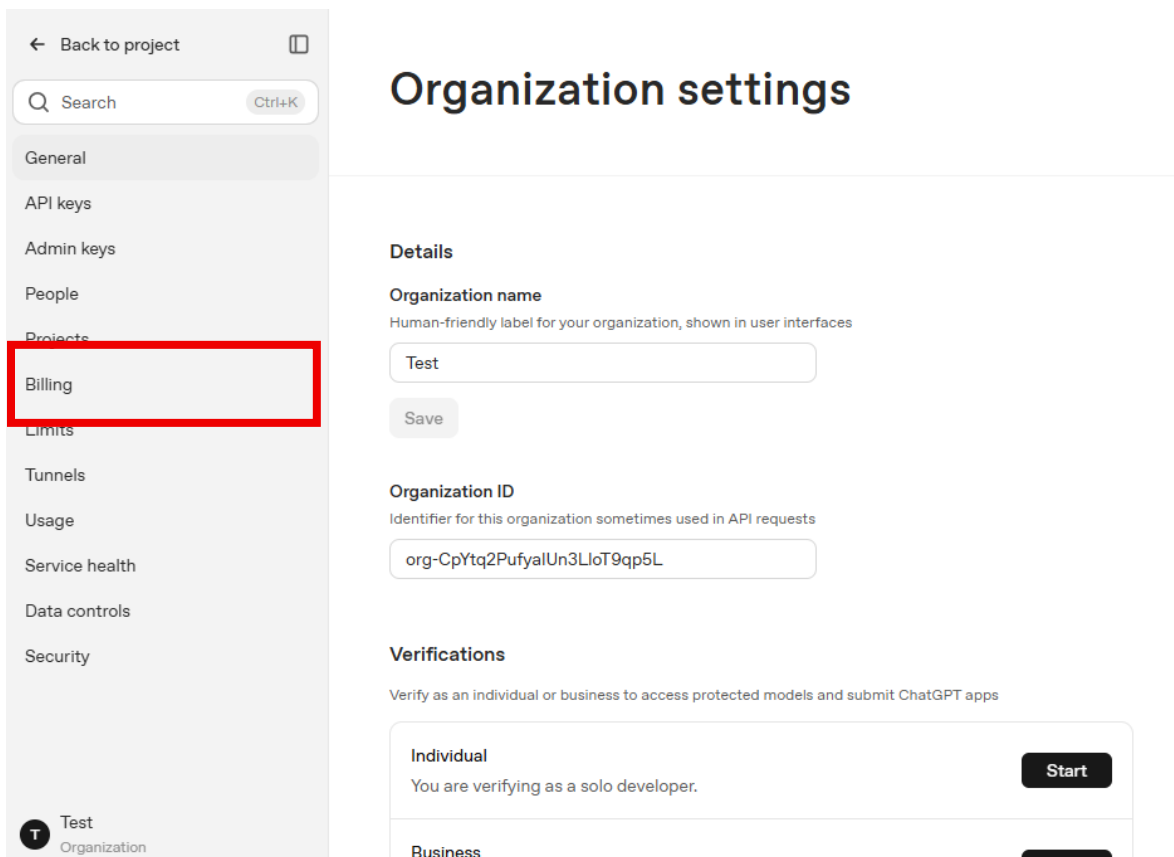
The screenshot displays the OpenAI platform's user interface. On the left is a sidebar with a search bar and a list of navigation items: Home, Chat, Audio, Images, Codex, API Keys, Usage, Logs, Batches, Storage, ChatGPT Apps, and Settings. The 'Settings' item is highlighted with a red rectangular box. Below the sidebar, the main content area is titled 'Home' and includes a 'Get started' section with three steps: 1. Create an API key, 2. Test models, and 3. Add credits. To the right of these steps are two callout boxes: 'Developer quickstart' and 'Start building with Codex'. Below the 'Get started' section, there are four summary cards: 'Total tokens' (0), 'Responses and Chat Completions' (0), 'June spend' (\$0.00 / \$100.00), and 'Credit balance' (\$0.00). The 'Credit balance' card features an 'Add credits' button.

3. Zu Organisation settings wechseln:



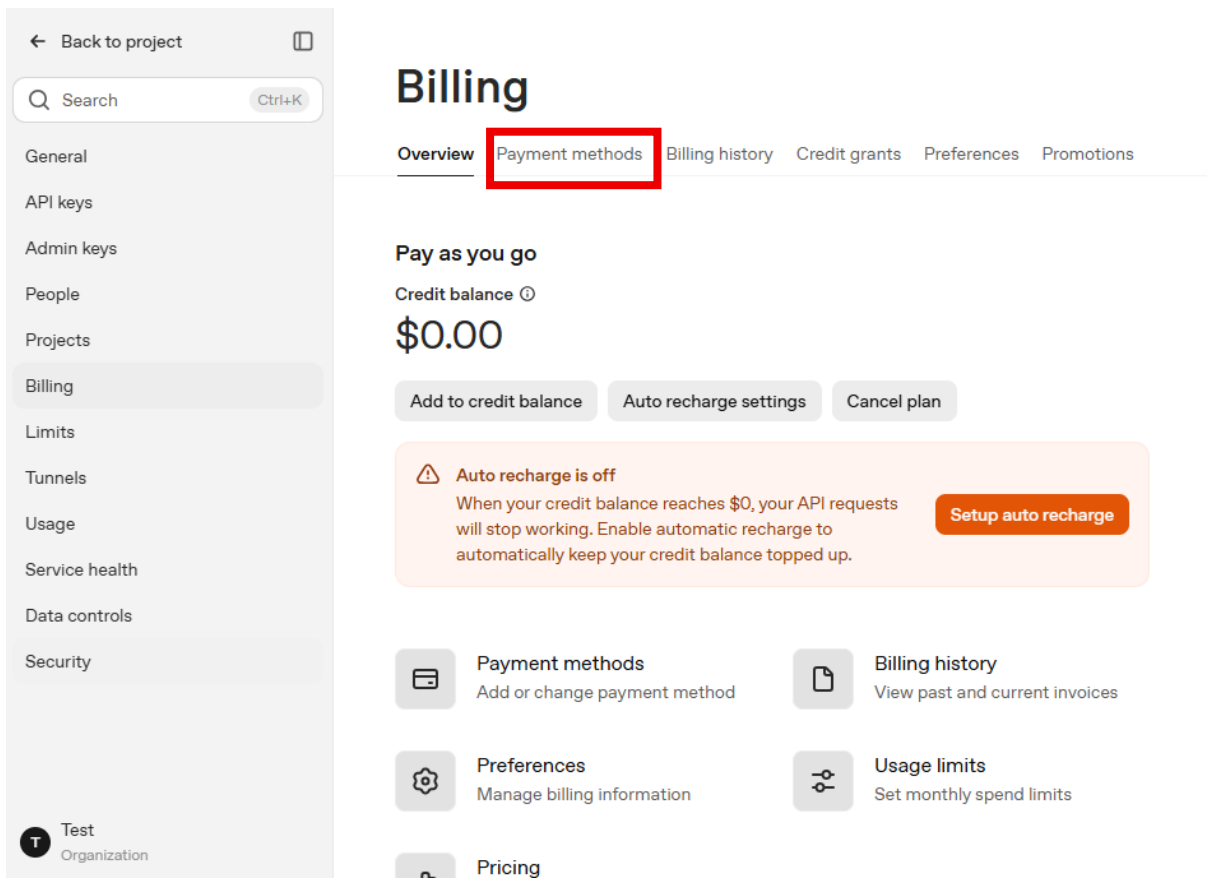
The screenshot shows the 'Project Settings' page. On the left sidebar, the 'Settings' option is highlighted. In the top right corner of the settings area, the 'Organization settings' link is highlighted with a red box. The main content area shows the 'General' tab with fields for 'Project name' (Default project), 'Project ID' (proj_HhBS7Zcya2ZiV24Nxzcr1IOu), and 'Project Service Tier' (Default). There is also a toggle for 'Disable user API keys' and a 'Save' button.

4. Zu Billing wechseln:



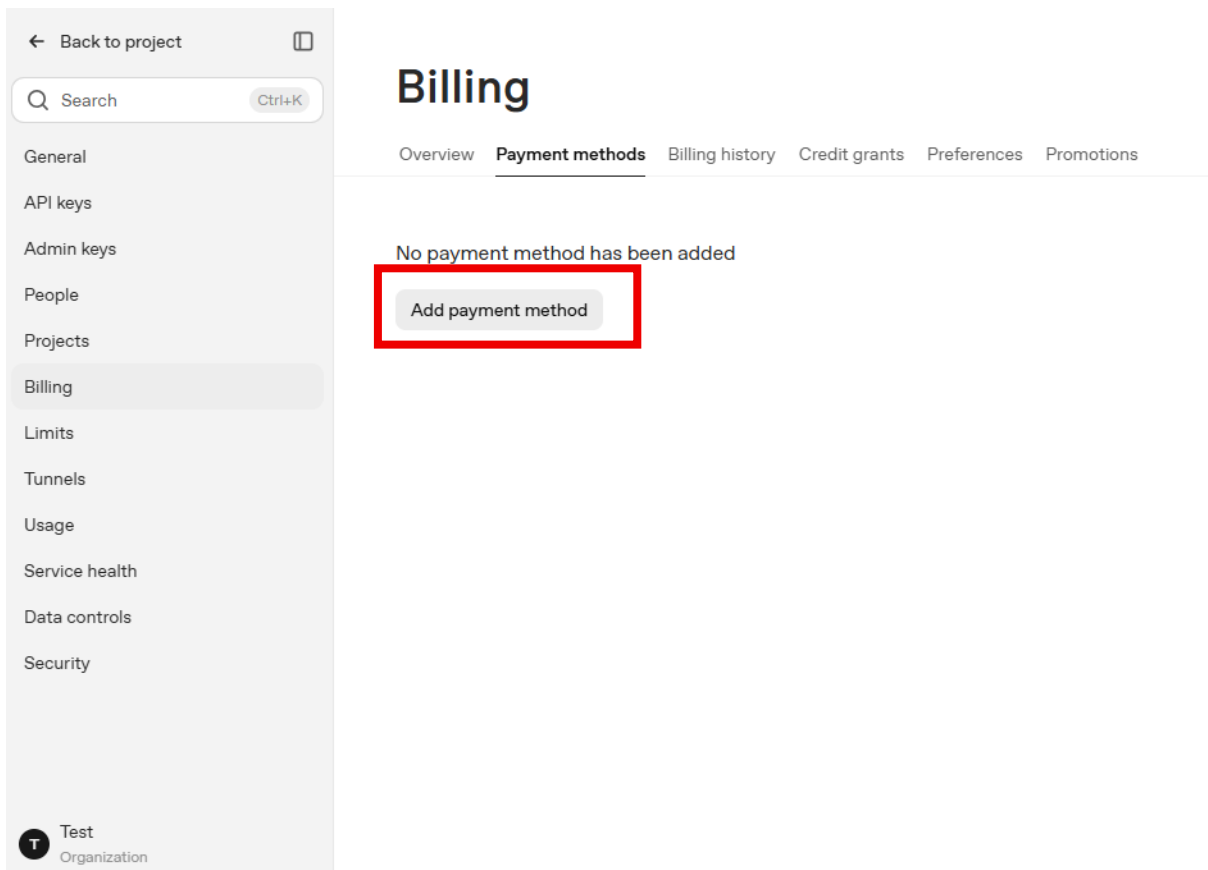
The screenshot shows the 'Organization settings' page. On the left sidebar, the 'Billing' option is highlighted with a red box. The main content area shows the 'Details' tab with fields for 'Organization name' (Test) and 'Organization ID' (org-CpYtq2PufyalUn3LloT9qp5L). There is a 'Save' button. Below the details, there is a 'Verifications' section with two options: 'Individual' (You are verifying as a solo developer) and 'Business'. Each option has a 'Start' button.

5. Zu Payment methods gehen:



The screenshot shows the 'Billing' page in a web application. On the left is a sidebar with a search bar and a list of navigation items: General, API keys, Admin keys, People, Projects, Billing (highlighted), Limits, Tunnels, Usage, Service health, Data controls, and Security. At the bottom of the sidebar is a user profile for 'Test Organization'. The main content area has a 'Billing' title and a navigation bar with tabs: Overview, Payment methods (highlighted with a red box), Billing history, Credit grants, Preferences, and Promotions. Below the tabs, the 'Pay as you go' section shows a 'Credit balance' of '\$0.00' and three buttons: 'Add to credit balance', 'Auto recharge settings', and 'Cancel plan'. A warning box states 'Auto recharge is off' and provides instructions on how to enable it, with a 'Setup auto recharge' button. Below this are four cards: 'Payment methods' (Add or change payment method), 'Billing history' (View past and current invoices), 'Preferences' (Manage billing information), and 'Usage limits' (Set monthly spend limits). A 'Pricing' card is partially visible at the bottom.

6. Bezahl-Methode hinzufügen:



This screenshot shows the 'Billing' page with the 'Payment methods' tab selected in the navigation bar. The main content area displays the message 'No payment method has been added' and a button labeled 'Add payment method', which is highlighted with a red box. The sidebar and navigation bar are identical to the previous screenshot.

7. Kreditkarteninformationen eingeben:

← Back to project

Q Search Ctrl+K

General

API keys

Admin keys

People

Projects

Billing

Limits

Tunnels

Usage

Service health

Data controls

Security

T Test Organization

Billing

Overview Payment methods Billing history Credit grants Preferences Promotions

Add a payment method

Add your credit card details below. This card will be saved to your account and can be removed at any time.

Kartennummer



Ablaufdatum

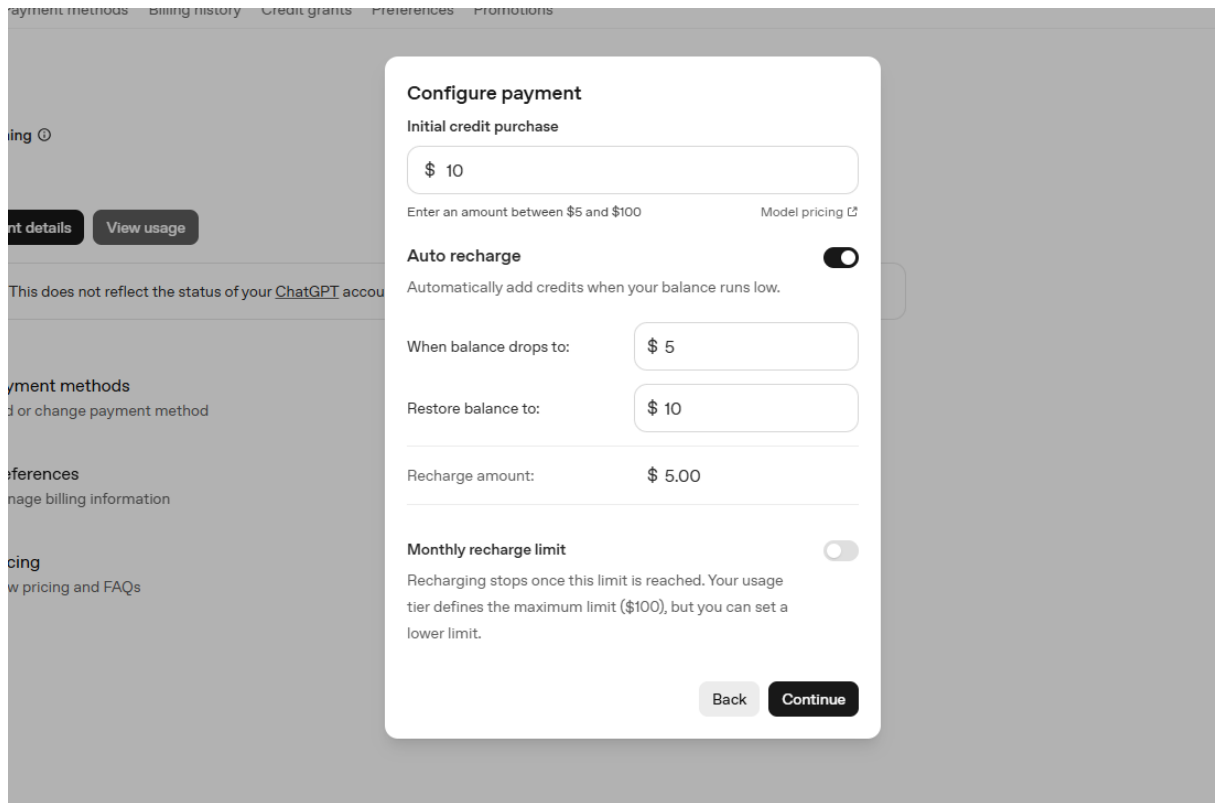
Sicherheitscode

 123

Cancel

Add payment method

8. Bezahlung Konfigurieren



The screenshot shows a modal window titled "Configure payment" with the following sections:

- Initial credit purchase:** A text input field containing "\$ 10". Below it, a note says "Enter an amount between \$5 and \$100" and a link for "Model pricing".
- Auto recharge:** A toggle switch is turned on. Below it, a note says "Automatically add credits when your balance runs low." There are two input fields: "When balance drops to:" with "\$ 5" and "Restore balance to:" with "\$ 10".
- Recharge amount:** A text input field containing "\$ 5.00".
- Monthly recharge limit:** A toggle switch is turned off. Below it, a note says "Recharging stops once this limit is reached. Your usage tier defines the maximum limit (\$100), but you can set a lower limit."

At the bottom right of the modal are two buttons: "Back" and "Continue".

Empfehlung:

- Erstmal mit 20\$ starten und schauen wie hoch der tatsächliche Verbrauch ist
- Auto recharge **AUS**, um Kosten zu vermeiden