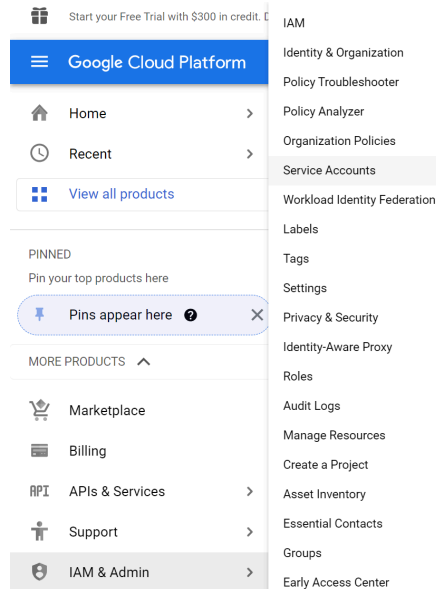


Account setup and key access

Before you do anything else, search for "**Google Cloud Credentials**" with any Google account signed in. It will take you to the **Google Cloud** platform where you can create a **service account**. As of Feb 2022, the cloud platform is found at <https://console.cloud.google.com/getting-started>. Note that this workflow is current as of Feb 2022 and is subject to Google's changes. I will make the effort to keep it updated, but if it appears outdated please [send me a private message](#).

In the left panel menu, go to **IAM & Admin > Service Accounts** and **create a new project**. What you name it is not important. You may specify an organization if you wish, but it is not necessary.



Inside the project view, click **+ CREATE SERVICE ACCOUNT** and fill in the desired information. Click **CREATE AND CONTINUE**. Set the role to **Owner**. You can specify other accounts that have access to this new service account, but the account you used to create the service account already has access by default, so you can just keep clicking **CONTINUE** and then **DONE**.

Create service account

- Service account details**
Service account name *
Google Sheets Operator
Display name for this service account
Service account ID *
google-sheets-operator
Service account description
Used for Google Sheets Operator Stuff
Describe what this service account will do
CREATE AND CONTINUE
- Grant this service account access to project (optional)**
- Grant users access to this service account (optional)**

DONE CANCEL

Now back on the **Service Accounts** page, click the **overflow menu** (three vertical dots) on your service account and choose **Manage Keys**. Click **Add Key > Create New Key > JSON** and save the JSON file to your local computer disk. **Be sure not to edit this file in any way other than the file name and location!**

Service accounts for project "My Super Project"

A service account represents a Google Cloud service identity, such as code running on Compute Engine VMs, App Engine apps, or systems running outside Google. [Learn more about service accounts.](#)

Organization policies can be used to secure service accounts and block risky service account features, such as automatic IAM Grants, key creation/upload, or the creation of service accounts entirely. [Learn more about service account organization policies.](#)

Filter Enter property name or value									?	III
☐	Email	Status	Name ↑	Description	Key ID	Key creation date	OAuth 2 Client ID ?	Actions		
☐	o3 [REDACTED]	✓	Google Sheets Operator	Used for Google Sheets Operator Stuff	No keys		[REDACTED]			
									Manage details	
									Manage permissions	
									Manage keys	
									View metrics	

It is not necessary to create an API key. Just create a service account and download the private key from it in **JSON** format. Keep it safe because you can only download it once.

If you lose the key, **you must create a new key on the platform** in the same way the original key was created above.

Your key is good for as long as your **Service Account** is active. You will probably never need to create a new key unless you lose access to it, but Google's terms could change in the future.

Finally, you must enable the Google Sheets API for this project. Click on the three stacked horizontal lines to open the side menu and choose **APIs & Services > Enabled APIs & Services**. Note that you must click the three stacked horizontal lines to open this menu - without this step only the **IAM & Admin** submenu will be shown. Now click on **+ ENABLE APIS AND SERVICES**. Search for **Sheets** and click on **Google Sheets API**. Lastly, click **ENABLE** as shown.



Google Sheets API

Google Enterprise API

The Sheets API gives you full control over the content and appearance of your spreadsheet data.

ENABLE

TRY THIS API [↗](#)

Click to enable this API

Sheet Permissions

Share your private sheet with the service account address you created. It must have the access level necessary to do what you want to do, i.e. must be at least **Viewer** to read the sheet and must be **Editor** to write to the sheet.