# MomentumU@USG Course Packages

Many USG teaching centers would like to host their own online instances of MU@USG courses to better support and track professional development of educators at their institution. Course packages include course content packaged for distribution as a .zip file which may be imported into any USG instance of D2L's Brightspace learning management system.

After course packages are imported and installed, the institution assumes control for the design and delivery of content and instruction as well as for the enrollment and management of learners at the institution.

### Catalog of available MU@USG course packages

Not all MU@USG content is available as course packages for distribution to USG institutions. The list of available course package can be found on the to MU@USG Course Package Request Form (*link below*).

#### How do I request course packages for my institution?

A single representative from each institution will be designated as the primary point of contact and assigned the title of [name of institution] MU@USG Course Manager.

#### The institutional MU@USG Course Manager will:

- 1. Act as the primary point of contact between the USG OTLE and the institution.
- 2. Request and receive course package files.
- 3. Assume responsibility for the distribution and management of course package files at the institution.

## USG OTLE support for course packages

The USG OTLE will provide support for the installation of MU@USG course package files and the customization of course content. Support includes:

- 1. Manuals for the installation and customization of course packages.
- 2. Guidance for installing, editing, and customizing course content.
- 3. Contact Peter Berryman (peter.berryman@usg.edu) for support.

**Request Course Package**