## 3.1 Create a Semester

Add a new semester to the system, with the option of importing previous semesters professor data.

### 3.1.1 Description

An Office Administrator who has been authenticated can add a new semester to the system. The Office Administrator has the option of importing professor data from a previous semester, up to two semesters back (ie: if you are adding Fall 2017, you can import data from Spring 2017 and Fall 2016).

### 3.1.2 Functional requirements

From the Semester List page, an Office Administrator will be able to add a new semester.

The option of importing professor data (everything except courses) from one of the last two semesters will be made clearly available to the Office Administrator during this process.