```
public class Scratchwork
{
   public static void main(String[] args)
   {
      System.out.println(firstInitial("Robert"));          // R
       System.out.println(convertStringToInteger("123")); // 123
        System.out.println(findTensDigit(123));            // 2
        System.out.println(removeOnesDigit(123));          // 12
   }// end of main method
}// end of Scratchwork class

// precondition - word will have a length greater than 0
// postcondition - returns very first character of word.
// For example, if the parameter was "Robert" then "R" would be returned.
public static String firstInitial(String word)
{




}// end of firstInitial method

// precondition - num will be a set of digits that can be turned into an integer.
// For example, the String could be "123" but it would not be "$123" or
// "one hundred twenty-three"
// postcondition - returns the integer formed by converting num to an int
public static int convertStringToInteger(String num)
{




}// end of convertStringToInteger method

// precondition - num > 9
// postcondition - returns the tens digit of num
public static int findTensDigit(int num)
{




}// end of findTensDigit method

// precondition - num > 9
// postcondition - returns the integer formed by removing the ones digit of num
public static int removeOnesDigit(int num)
{




}// end of removeOncsDigit method
```