//pre: letter is a single alphabetic letter, word has length >=1

//post: returns the word with the first instance of letter (if it exists) removed from the word.

ex. removeLetter(“abcdcf”, “c”) would return “abdcf”  
 ex. removeLetter(“abcd”, “z”) would return “abcd”

public String removeLetter(String word, String letter)

//pre: word has length >=1  
//post: returns a string that contains the substring from (inclusive) position start to position finish. If parameters are invalid, returns the original word.

ex. newSubString(“abcdefgh”, 2, 5) would return “cdef”  
ex. newSubString(“abcdefgh”,2,10) would return “abcdefgh”

public String newSubString(String word, int start, int finish)