....Right.....

Click Transitions, and click MAKE Top and bottom ladders. (I think, I havent made ladders since my first map, so I dont remember the presets)
Then...
Take the pretty box that says "Top" and put it on the..."Top" of your ladder.

Take the other good looking box that says "Bottom", and put it on the bottom of your ladder.

Press "E" near the bottom to test your ladder.